



Municipality of Neebing
4766 Highway 61
NEEBING, ON P7L 0B5
Ph: 807-474-5331 | Fx: 807-474-5332
Email: neebing@neebing.org
Website: www.neebing.org

Application for a RE-ZONING and/or OFFICIAL PLAN AMENDMENT

Please read all instructions and application questions carefully before completing the application.

- Answer all questions fully
- Include a site plan drawing no larger than 28 x 43 cm (11"x17") with metric measurements that includes the following:
 - A north arrow, scale and legend;
 - Boundaries of the subject Property, including the area of the Property and the dimensions of each boundary line;
 - Existing and proposed buildings on the property, including building dimensions, distances from lot lines and/or other buildings, and height;
 - Locations of all natural and artificial features (easements, railways, pipelines, hydro transmission lines, highways, watercourses, drainage ditches, banks, slopes, wetlands, wooded areas, wells, septic fields, etc.) that are located on the subject Property and on land adjacent to the subject Property which may affect the application;
 - Nature of the existing uses of each adjacent land parcel (residential, commercial, etc.) The proposed development, including area and dimensions of any proposed new lot lines, the sizes and locations of buildings, parking areas (including the dimensions of the spaces and aisles), landscaping, amenity areas, etc.
 - If applicable: fire access routes, outdoor equipment and storage, walkways, curbs, fences.
 - Existing municipal infrastructure adjacent to the site (roads, lanes, sidewalks, existing entrances, drainage swales, boulevard trees, hydro poles, etc.)
 - Location, width and names of all roads within or abutting the subject Property showing whether it is an unopened and/or unmaintained road, a public road, a private road or a right of way.
- Include a copy of your deed (or exact legal description of the property).
- If you are using an agent, make sure that the agent authorization form has been completed.
- If you are unfamiliar with the Planning Act or have any difficulties with the processes, you are encouraged to retain a planning consultant.
- The information on this form is collected for the purpose of creating a record that is available to the public.

The process unfolds as follows:

1. Discuss the application with the Clerk. If it is complex, consider hiring a planning consultant.
2. Complete the application, including any supplemental information requested by the Municipality.
3. Submit the application and pay the fee: Zoning By-Law Amendment \$1,000 or Official Plan Amendment \$3,000 PLUS the applicable Lakehead Region Conservation Authority Fee: Zoning By-Law Amendment \$345 / Official Plan Amendment \$495 / Combination Application (Zoning & Official Plan) \$600
4. Provided it is complete, the Municipality will circulate a copy of the application to relevant agencies and notice that the application has been received will be sent to all property owners with land within 120 metres of any boundary of your land.
5. Notice of the date and time of the public meeting at which the application will be considered by the Neebing Municipal Council will be sent a minimum of 20 days prior to the date of the meeting; a newspaper advertisement will also be circulated if deemed appropriate by the Clerk. Notice will be posted on the municipal website.
6. You will be required to post one or more signs provided by the Municipality indicating notice of the application a minimum of 20 days prior to the Public Meeting.
7. Municipal Administration will prepare a report on the application, which is presented at the public meeting.
8. The public meeting will be held. At this meeting, Council (sitting as Committee of the Whole) will hear from Administration, from you, from anyone who opposes the application and from anyone that supports the application. When that has finished, the Committee of the Whole will either pass a recommendation to the Council, or it will seek further information from the applicant and adjourn the public meeting to be continued at a later date when that information is available. A recommendation to Council will be made to do one of the following:
 - a. Approve the application;
 - b. Approve the application upon certain conditions; or
 - c. Deny the application
9. The Council will meet to consider recommendations from the Committee of the Whole. If the application is approved, a by-law may be passed to amend the zoning by-law (or official plan) as requested. If conditions are required, that by-law may be subject to a “holding” symbol, which means the by-law will not take effect until the conditions have been met.
10. Notice of the decision is sent to all persons and agencies which received notice of the original application. There is a 20-day appeal period within which the decision (whether to approve, approve on conditions, or deny) can be appealed to the Ontario Land Tribunal, in the case of zoning by-law amendments, or to the Ministry of Municipal Affairs and Housing in terms of official plan amendments.

If your application is solely to remove a holding symbol from a by-law that was previously passed, you are using the wrong application form. Contact the municipal office to obtain the correct form.

Municipality of Neebing 4766 Highway 61 Neebing, ON P7L 0B5 T: 807-474-5331 F: 1-807-474-5332		Application for Re-Zoning and/or Official Plan Amendment	
The Applicant consents to an inspection of the property by members of the Neebing Municipal Council and by municipal staff. The undersigned hereby applies to the Neebing Municipal Council under the Planning Act, R.S.O. 1990, c. P. 13, as amended. THE INFORMATION IN THIS APPLICATION IS COLLECTED FOR THE PURPOSE OF CREATING A RECORD THAT IS AVAILABLE TO THE GENERAL PUBLIC.			
1. Owner/Applicant Information:			
Name:		Tel:	
Address:		Fax:	
City/Prov/PC:		Email:	
Name:		Tel:	
Address Same As Owner Above ☐ Or		Fax:	
City/Prov/PC:		Email:	
2. Agent Information Acting On Behalf Of Owner (If Any):			
Name:		Tel:	
Address:		Fax:	
City/Prov/PC:		Email:	
3. Property Legal Description:			
Assessment Roll Number:		58-01-	
Municipal Address <i>(Or Abutting Road Name If Property Has No Address)</i>			
Registered Plan No.:		Mining Location No.:	
Reference Plan No.:		Lot No.:	
Concession No.:	Part No.:	Sec. No.:	
4. If there are existing easements, rights of way, restrictive covenants, mortgages, or any other encumbrances currently on the property, please provide details including names and addresses of interested parties. If there are no encumbrances, please indicate so.:			

5. Physical description/dimensions of the parcel:		
Frontage in Meters:	Depth in Meters:	
Area in Square Meters:	Area in Hectares:	
Number of Buildings and Structures Existing: _____ Proposed: _____ Attach a list of the <i>existing</i> buildings/structures including the dates that each was constructed. Attach a list of <i>proposed</i> buildings/structures. If any of the buildings are proposed to be demolished/removed as part of the development, indicate which ones. Be sure to include both existing (including any to be removed) and proposed building/structures on the diagram, including all set back dimensions and building heights.		
Use of the Land Existing: _____ Proposed: _____		
Number of years existing use has been ongoing: _____		
Year the Applicant purchase the property: _____		
Official Plan Designation:	Existing Zoning:	
6. Are you seeking a New Official Plan designation?		
YES ☐ NO ☐		
If YES, please indicate what is desired. Attach more pages if necessary.		
7. Are you seeking a site-specific Official Plan policy amendment?		
YES ☐ NO ☐		
If YES, please indicate what is desired. Attach more pages if necessary.		
8. Are you seeking a new Zone?		
YES ☐ NO ☐		
If YES, please indicate which zone you are seeking.		
9. Are you seeking changes to the Zone Regulations (set-backs)? YES ☐ NO ☐		
If YES, please indicate the details. Attach more pages if necessary.		
Frontage:	Current Requirement:	Change Sought:
Minimum front yard:	Current Requirement:	Change Sought:
Minimum rear yard:	Current Requirement:	Change Sought:
Minimum set-back from water:	Current Requirement:	Change Sought:
Maximum building height:	Current Requirement:	Change Sought:
Minimum building area:	Current Requirement:	Change Sought:

10. Describe, in detail, what new development is being proposed on this property and describe the reasons for this application, for example, change in use permissions to add a second residence.:

11. Road access to the Property:

	Mark (X)		Mark (X)
Provincial Highway		Private Road	
Municipal Road		Right of Way	
Water Only**			

**** Where access is proposed by water only, indicate on the sketch or in the space below, the parking and docking facilities to be used and the approximate distance of these facilities as well as the nearest public road from the subject land.**

12. Describe the parking facilities to be used and the approximate distance of these facilities between the subject land and the nearest public road.:

13. Water supply to the property:

Mark (X)	
	Privately Owned and Maintained Individual Well
	Lake
	Other (specify):

14. Septic service to the parcel

Mark (X)	
	Privately Owned and Maintained Individual Septic System
	Outhouse/Privy
	Communal Septic System
	Other (specify):

NOTE: If the application seeks development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, a Servicing Options Report and a Hydrogeological Report must be provided.

15. Stormwater Drainage:			
Mark (X)		Mark (X)	
	Storm Sewer		Ditches
	Swales		Other (specify):

16. Is the subject land the subject of any other applications under the Planning Act?	
YES ☐	NO ☐
If YES, provide the file/application number(s) and the status of such applications.	
Official Plan Amendment:	Plan of Subdivision:
Zoning By-law Amendment:	Minor Variance:
Minister's Zoning Order:	Consent:

17. Is ANY boundary line of the Property:	Mark (X)	YES	NO
...within 500 metres of an agricultural operation?			
...within 500 metres of a landfill operation?			
...within 1,000 metres of mineral aggregate operations or a pit or a quarry?			
If YES, will the development hinder continued operations of extraction?			
...within 120 metres of a significant wetland?			
...within 120 metres of fish habitat?			
...within 120 metres of shoreline?			
...within 300 metres of Oliver Lake, Cloud Lake, or Loch Lomond?			
...within 120 meters of land deemed Areas of Natural and Scientific Interest (ANSI)?			
Is any portion of the Property within 120 metres of habitat of any endangered or threatened species (plant or animal)?			

18. What is the wildland fire hazard rating of the property? See Schedule G of Neebing's Official Plan.
Rating: If the rating is High to Extreme, please provide details on how you will mitigate the risk of wildland fires.

19. How, in your view, will the proposed development fit in with the other existing land uses in the vicinity of the property? Attach additional pages if necessary.

20. Describe in detail, how your development is consistent with the Provincial Policy Statement issued under Subsection 3(1) of the Planning Act. Attach additional pages if necessary.

CERTIFICATE OF THE APPLICANT

I/We _____ of the **Municipality/Township/City** of _____ in the Province of Ontario, solemnly declare that the statements contained in this application are true. **I/We** make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Jointly and severally (delete if not required) at the

Municipality/Township/City of

_____. This _____ day of _____, 20_____.

Commissioner for Taking Affidavits

Applicant(s) Signature:

If the Applicant is a Corporation, the application shall be signed by an Officer of the Corporation and the Corporate Seal shall be affixed – or written authorization from the Corporation signed by an individual who has authority to bind the Corporation.

Owner's/Owners' Authorization for an Agent to make the application on **his/her/their/ behalf/believes:**
I/We authorize _____ (**name of Agent**) to act on **my/our** behalf in submitting this application, which is filed with **my/our** knowledge and consent.

Owner/Owners' Signatures

Date