

**Application for an Amendment to the Official Plan  
of the Hearst Planning Area under Section 22(4) of the  
Planning Act and By-law No. 2 of the Hearst Planning Board**

**FOR PLANNING BOARD USE ONLY:**

Date Complete Application Received	Fee Paid:	Receipt No.	File No.
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**NOTE TO APPLICANTS:**

This application form is to be used for all requests for amendments to the Official Plan of the Hearst Planning Area, as it applies to the Township of Mattice-Val Côté and the territory without municipal organization of the Hearst Planning Area. Information marked by an asterisk (\*) is prescribed by Ontario Regulation 198/96 made under the Planning Act and the remainder of the required information is prescribed by By-law No. 2 of the Hearst Planning Board. The application must also be accompanied by the application fee prescribed by the Board. If the application is not complete and/or the fee not provided, the Planning Board will return the application and will not consider it further.

**APPLICATION REQUIREMENTS:**

This application must be completed in ink and must be legible or typewritten. All measurements are to be in metric units.

**FOR HELP:**

To help you understand the amendment process and information needed to make a planning decision on the application, please refer to the "Guide to Planning Applications" published by the Province of Ontario. For more information on the Planning Act, the official plan amendment process, provincial and local policies, please contact the Secretary-Treasurer of the Hearst Planning Board at (705) 362-4341, or visit the Board Office at the Hearst Town Hall, 925 Alexandra Street, Hearst, Ontario.

**Please Print and Complete or (✓) Appropriate Box(es)**

**\*1. Applicant Information**

1.1 Name of Applicant	Home Telephone No.	Business Telephone No.
Address	Postal Code	
<b>1.2 Name of Owner(s) (if different from the applicant). Section 11 (owner's authorization) must be completed if the applicant is not the owner.</b>		
Name of Owner(s)	Home Telephone No.	Business Telephone No.
Address	Postal Code	
<b>1.3 Name of the person who is to be contacted about the application, if different than the applicant. (This may be a person or firm acting on behalf of the applicant.)</b>		
Name of Contact Person	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.

**\*2. Type of Proposed Amendment**

Check the appropriate boxes and complete the applicable section(s). Depending on the purpose of the requested amendment, more than one box may need to be checked.

**\* 2.1 This request is for an amendment:**

- |   |  |
|---|--|
| <input type="checkbox"/> to add a new Official Plan policy                | <input type="checkbox"/> to change an existing Official Plan policy  |
| <input type="checkbox"/> to delete an existing Official Plan policy       | <input type="checkbox"/> to replace an existing Official Plan policy |
| <input type="checkbox"/> to change an existing Official Plan designation  | <input type="checkbox"/> Other _____                                 |
| <input type="checkbox"/> to replace an existing Official Plan designation | _____  |

**\* 2.2 Name of Official Plan to be amended:**

\_\_\_\_\_

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\* 2.3  For an Official Plan amendment that proposes to add new policy or change, delete, or replace existing Official Plan policy:

a) Describe the purpose of the proposed amendment.

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b) Identify the policy to be changed, replaced or deleted.

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c) What is the current land use designation of the subject land, if applicable?

d) What land uses are permitted by the current designation of the subject land?

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e) What land uses would be permitted by the proposed Official Plan amendment on the subject land?

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\* 2.4  For an Official Plan amendment that proposes to change or replace the existing Official Plan land use designation of the subject land:

a) What is the approximate area of the subject land, if known?














b) What is the current designation of the subject land?

c) What land uses are permitted by the current designation of the subject land?

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d) What is the land use designation proposed by this request?


- |   |  |   |  |   |
|---|--|---|--|---|
|  Village             |  Institutional        |  Natural Resource  |  Hamlet     |  Urban Residential |
|  Commercial          |  Hazard Land          |  Rural Residential |  Industrial |   |
|  Waste Disposal Site |  Seasonal Residential |  Pit and Quarry    |  Other      |   |

e) What land uses or types of activities would be permitted by the proposed designation of the subject land?

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\* 2.5  For an Official Plan amendment that proposes to change or replace existing Official Plan schedules:


a) What schedule(s) will be affected?

 Land Use Plan for \_\_\_\_\_

 Road Plan for \_\_\_\_\_

 Constraint Mapping for \_\_\_\_\_

 Community Improvement Areas for \_\_\_\_\_

 Servicing Plan for \_\_\_\_\_

b) Specify how the schedule(s) will be affected:

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**\*3. Location of the Subject Land**

Not Applicable

<b>3.1</b> Parcel Number(s)	Municipality/Unorganized Township	Former Township	Concession Number(s)
Lot Number(s)	Subdivision Plan No.	Lot(s)	Block(s)
Reference Plan No.	Part Number(s)	Civic Address	

**3.2** Are there any easements or restrictive covenants affecting the subject land?

No  Yes If Yes, describe the easement or covenant and its effect.

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**4. Description of Subject Land and Servicing Information** (Complete each subsection.)

Not Applicable

<b>4.1 Description</b>	Frontage (m)	
	Depth (m)	
	Area (m <sup>2</sup> or ha)	
<b>4.2 Use of Property</b> (i.e. vacant, industrial, commercial, residential, etc.)	Existing Use(s)	
	Proposed Use(s)	
<b>4.3 Buildings or Structures</b> (include date of construction, type and size of building)	Existing	
	Proposed	
<b>4.4 Access</b> (Indicate whether existing or proposed)	Provincial Highway	
	Public road	
	Name of Authority maintaining road	
	Common name of road	
	Private Road (Describe in Section 4.9)	
	Right of way (Describe in Section 4.9)	
	Period of Maintenance: Seasonal : Year Round	
	Water Access (Describe in Section 4.10)	

<b>4.5 Water Supply</b> (Indicate whether existing or proposed)	Publicly owned and operated piped water system	
	Name of Authority operating and maintaining services	
	Privately owned and operated individual well	
	Lake or other water body	
	Other means (Describe in Section 8)	
<b>4.6 Sewage Disposal</b> (Indicate whether existing or proposed)	Publicly owned and operated sanitary sewage system	
	Name of Authority operating and maintaining service	
	Privately owned and operated individual septic system	
	Privy	
	Other means (Describe in section 8)	
<b>4.7 Storm Drainage</b> Indicate whether proposed or existing)	Sewers	
	Name of Authority operating and maintaining service	
	Ditches or swales	
	Other	
	Outfall of Storm Drainage System	
<b>4.8 Other Services</b> Indicate whether existing or proposed)	Electricity	
	School Bussing	
	Garbage Collection	

**4.9** If access to the subject land is by private road, or “right of way”, as indicated in section 4.4, state who owns the land or road, who is responsible for its maintenance and what type of agreement is in effect.

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**4.10** If access to subject land is by water, as indicated in section 4.4, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road. \_\_\_\_\_

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**5. Current and Previous Use of the Subject Land**

 Not Applicable

**5.1** What is the current and previous use of the subject land?

Current Use

Previous Use

5.2 Has there been an industrial or commercial use on the subject land or land adjacent to the subject land?

Yes  No If Yes, specify the use.

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	Yes	No	Unknown	
5.3 Has the grading of the subject land been changed by adding earth or other material?	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
5.4 Has a gas station been located on the subject land or land adjacent to the subject land at any time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5.6 What information did you use to determine the answers to the above questions?

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5.7 If Yes, to (5.2), (5.3), (5.4), or (5.5), a previous use inventory showing all former uses of the subject land, or if appropriate, the land adjacent to the subject land, is needed.

Is the previous use inventory attached?

Yes  No

5.8 Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified? Please check the appropriate boxes, if any apply.

Use or Feature	On the Subject Land	Within 500 Metres of Subject Land, unless otherwise specified (indicate approximate distance)
An agricultural operation, including livestock facility or stockyard		
A landfill		
A sewage treatment or waste stabilization facility		
A provincially significant wetland (Class 1, 2 or 3 wetland)		
A provincially significant wetland within 120 metres of the subject land	N/A	
Flood plain		
An industrial or commercial use, and specify the use(s)		
An active railway line		
A municipal airport		

**6. Sketch**

Not Applicable

Please use the attached sketch sheet. To help you prepare the sketch, refer to the sample form provided. If this application is requesting a change or the replacement of the current Official Plan land use designation, this application must be accompanied by a sketch showing the following:

- the boundaries and dimensions of the subject land
- the distance between the subject land and the nearest landmark, such as a railway crossing or bridge, highway, etc.
- the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks, and including proposed buildings and/or areas for proposed development
- the location of and distances to any existing use(s) on adjacent lands
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way
- if access to the subject land is by water only, the location of the parking and boat docking facilities to be used
- the location and nature of any easement affecting the subject land

**7. Concurrent Applications**

- \* 7.1 a) Have any other applications been made under the Planning Act that involve:  
 the subject land?  Yes  No  
 land that is within 120 metres of the subject land?  Yes  No

b) If the answer is **Yes**, what type of application(s)?

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> official plan amendment | <input type="checkbox"/> zoning by-law amendment | <input type="checkbox"/> plan of subdivision |
| <input type="checkbox"/> consent                 | <input type="checkbox"/> site plan control       | <input type="checkbox"/> minor variance      |
| <input type="checkbox"/> other _____             |  |  |

c) If the answer is **Yes**, indicate below or attach on a separate sheet for each application:

\_\_\_\_\_  
Name of the Approval Authority considering the application

\_\_\_\_\_  
Type of application and file no.

\_\_\_\_\_  
Description of the land that is the subject of the application

\_\_\_\_\_  
Purpose of the application and the effect of the application on the proposed Official Plan Amendment

\_\_\_\_\_  
Status of the application

- 7.2 a) For the proposed development, will other approval(s) be required under:  Not applicable  
 the Environmental Protection Act (discharge into air, waste disposal)  
 the Ontario Water Resources Act (discharge into or taking of water)  
 the Pesticide Act (any matter dealing with herbicides or pesticides)

b) If approval(s) is required under other Acts, indicate below or attach on a separate sheet for each application:

\_\_\_\_\_  
Name of the Approval Authority considering the application

\_\_\_\_\_  
Type of application and file no.

\_\_\_\_\_  
Description of the land that is the subject of the application

\_\_\_\_\_  
Purpose of the application and the effect of the application on the proposed Official Plan Amendment

\_\_\_\_\_  
Status of the application

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c) If a consultant has been retained to prepare any of the requests for approval under 7.2(a), please indicate:

Name of Consultant \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Contact person \_\_\_\_\_

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**8. Other Information**

Not Applicable

Is there any other information that may be useful to the Hearst Planning Board, Ministry or other agencies in reviewing this proposed Plan amendment (e.g. efforts made to resolve outstanding objections or concerns)? If so, explain below or attach on a separate page.

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**\*9. The Proposed Official Plan Amendment**

**9.1** The text of the proposed Plan amendment must be included if a policy is being added, or if a policy is being changed, replaced or deleted in the Official Plan. Is the text attached?

Yes  No

**9.2** The proposed schedule must be included if the proposed Plan amendment changes or replaces a schedule in the Official Plan. Is the schedule attached?

Yes  No

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**\*10. Affidavits or Sworn Declarations**

**10.1 Applicant's Affidavit or Sworn Declaration for the Prescribed Information**

I/we, \_\_\_\_\_ of the \_\_\_\_\_

in the \_\_\_\_\_ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the above Sections is true.

Sworn (or declared) before me,

at the \_\_\_\_\_

in the \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Applicant

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**11. Authorizations for Agent**

**11.1** If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner(s) that the applicant is authorized to make the application must be attached to this application or the authorization set out below must be completed.

**Authorization of Owner(s) for Agent to Make the Application**

I/we, \_\_\_\_\_, am/are the owner(s) of the land that is the subject of this application for an amendment to the Official Plan of the Hearst Planning Area and I/we authorize \_\_\_\_\_ of \_\_\_\_\_ to make this application on my/our behalf.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

**11.2** If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner(s) concerning personal information set out below.

**Authorization of Owner(s) for Agent to Provide Personal Information**

I/we, \_\_\_\_\_, am/are the owner(s) of the land that is the subject of this application for an amendment to the Official Plan of the Hearst Planning Area and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I/we authorize \_\_\_\_\_ of \_\_\_\_\_, as my/our agent for this application, to provide any of my/our personal information that will be included in this application or will be collected during the processing of the application.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner



**12. Consent of the Owner(s)**

Complete the consent of the owner(s) concerning personal information set out below.

**Consent of the Owner(s) to the Use and Disclosure of Personal Information**

I/We, \_\_\_\_\_, am/are the owner(s) of the land that is the subject of this application for an Amendment to the Official Plan of the Hearst Planning Area and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the **Planning Act** for the purposes of processing this application.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

Applicants must complete the following check list to ensure that all the necessary information is provided (check appropriate box):

- Completed application form, including  sketch if applicable
- Current parcel abstract (land title, if applicable)
- Current reference plan of survey or registered plan (if applicable and available)
- Prescribed application fee \$ \_\_\_\_\_
- Other documents in support of application, listed below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Planning Board will assign a File Number for complete applications and this should be used in all communications.

\_\_\_\_\_

Submit completed application and fee to:

Hearst Planning Board  
925 Alexandra Street (Hearst Town Hall)  
P.O. Bag 5000  
Hearst, Ontario, POL 1NO

Sketch Sheet

Sketch Accompanying Application. (Please Use Metric Units)  
(See Section 6 for required information)

Key Plan

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