



FILE NO: _____

DATE RECEIVED: _____

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
FORM ONE
PROPERTY and APPLICANT INFORMATION

*PLEASE NOTE THAT THE PLANNING ACT REQUIRES THAT A COMPLETE APPLICATION BE FILED BEFORE IT CAN BE CONSIDERED. YOU NEED TO COMPLETE THIS FORM AS WELL AS THE **ADDITIONAL REQUIREMENTS** FOR THE SPECIFIC APPLICATION YOU ARE MAKING. PLEASE LOOK AT THE **INFORMATION FOR APPLICANTS SHEET** FOR YOUR TYPE OF APPLICATION.*

GENERAL INFORMATION

You are encouraged to discuss your application with the Planner for your municipality, and with the appropriate officials of the local municipality. You may also contact your local Planner by way of the County of Bruce website (www.brucecounty.on.ca) 'Ask the Planner' section. Staff can provide you with information about your application. To avoid delay in processing, you should gather information about your property, and examine the provisions of Official Plans and Zoning By-Laws in force and effect.

INCOMPLETE APPLICATIONS MAY BE REFUSED

The Planning Act requires that complete applications be filed before the applications may be considered. The requirements for a complete application are defined in the Planning Act, its regulations, the Bruce County official Plan and in Local Municipal Official Plans. Applications may be refused when incomplete.

A complete application consists of Form 1 (Property and Applicant Information) completed and signed; a scalable and detailed site plan, ten (10) paper copies and one (1) electronic copy (Word or PDF) of reports, studies, maps and schedules as required, together with the associated development application fees (see Table of Fees at end of Form One).

IF YOU ARE UNABLE TO ANSWER ANY OF THESE QUESTIONS, PLEASE CONTACT YOUR LOCAL PLANNING AND ECONOMIC DEVELOPMENT OFFICE FOR ASSISTANCE. PLEASE PRINT

TYPE OF APPLICATION: (CHECK ALL THAT APPLY)		
<input type="checkbox"/> Consent	<input type="checkbox"/> Part Lot Control	
<input type="checkbox"/> Minor Variance	<input type="checkbox"/> Alteration / Extension of Legal Non-Conforming Use	<input type="checkbox"/> Foreclosure
<input type="checkbox"/> Validation of Title	<input type="checkbox"/> Power of Sale	
<input type="checkbox"/> Zoning By-Law Amendment	<input type="checkbox"/> Local Official Plan Amendment	<input type="checkbox"/> County Plan Amendment
<input type="checkbox"/> Draft Approval – Plan of Subdivision or Plan of Condominium <input type="checkbox"/> Final Approval – Plan of Subdivision or Plan of Condominium <input type="checkbox"/> Minor Revision to Draft Approved Plan of Subdivision or Plan of Condominium <input type="checkbox"/> Major Revision to Draft Approved Plan of Subdivision or Plan of Condominium <input type="checkbox"/> Extension of Draft Approval		
<input type="checkbox"/> Other (Please Specify)		
Purpose of the Application:		

1. **Registered Owner's Name:** _____
 Address and Postal Code _____
 Telephone: Home _____ Work _____ Fax _____
 E-Mail Address: _____

2. **Applicant's Name: (If different from #1)** _____
 Address and Postal Code _____
 Telephone: Home _____ Work _____ Fax _____
 E-Mail Address: _____

3. **Agent's Name: (If different from #1)** _____
 Address and Postal Code _____
 Telephone: Home _____ Work _____ Fax _____
 E-Mail Address: _____

4. All communication(s) will be sent to the **Prime Contact Only. Please indicate who this will be.**
 Owner [] Applicant [] Agent []

5. Names, addresses and telephone numbers of any **holders of mortgages, charges or encumbrances** on the subject lands. (if there is more than one person, please use a separate piece of paper)
 - a. Name: _____
 - b. Address and Postal Code _____
 - c. Telephone: _____ Fax: _____ email: _____

6. **Location of Property:**
 Municipality _____
 Former Municipality _____
 Lot (s) _____ Concession _____
 Lot (s) _____ Registered Plan _____
 Part (s) _____ Reference Plan _____
 Street /or Civic Address _____
 Tax Assessment Roll Number _____

7. **Dimensions of Lands (Entire Parcel)**
 Frontage (along street) _____
 Width (along front and rear) _____
 Depth: _____
 Area: _____
 Width of Street: _____

8. Dimensions of Lands (Parcel to be SEVERED)

Frontage (along street) _____
Width (along front and rear) _____
Depth: _____
Area: _____
Width of Street: _____

9. Dimensions of Lands (Parcel to be RETAINED)

Frontage (along street) _____
Width (along front and rear) _____
Depth: _____
Area: _____
Width of Street: _____

10. Existing Use of the Subject Lands

Existing Use: _____
Proposed Use: _____
Number of Buildings Existing: _____
Number of Buildings Proposed: _____

11. Uses of the abutting properties (including properties on opposite side of road allowance):

North _____ South _____
East _____ West _____

12. What type of access do the lands have?

Provincial Highway	County Road
Year Round Municipal Road	Seasonal Municipal Road
Unopened Road Allowance	Private Right-of-Way
Other, Please specify:	
If proposed access is by water, what boat docking and parking facilities are available on the mainland ? (Specify):	
Note: For access to a Provincial Highway or County Road, access permits may be required. You should contact the Ministry of Transportation or the County of Bruce Roads Department for further information.	

13. Have the subject lands been the subject of a previous application for approval? No _____

Yes _____. If yes, please indicate file number, nature of the application, date of the application, and the decision)

14. Are there any easements or restrictive covenants applying to the subject lands? No _____

Yes _____. (if yes, please attach copies of the covenants or easements, or a detailed description.)

15. Have the subject lands been the subject of a Minister's Zoning Order? No _____ Yes _____

16. Is there a stream, pond, or other wetland within 100 metres of the subject lands?

No _____ Yes _____

17. Are the subject lands within 100 metres of Lake Huron, Georgian Bay? No _____ Yes _____

18. Are the subject lands within 100 meters of an inland lake? No _____ Yes _____

19. Services Currently Available, or to be Available (Please check all that apply)

	Municipal Water	Communal Water	Private Water	Municipal Sewers	Communal Sewers	Private Septic	N/A
Existing							
Proposed							

20. Are stormwater sewers present? Yes _____ No _____ Proposed _____

If NO, indicate how the subject lands are drained _____

21. The date of construction of all buildings and structures on the subject lands:

22. Does the application require demolition of an existing building? Yes _____ No _____

23. When did you acquire the subject property or properties? _____

24. Is the application consistent with P.P.S.? Yes _____ No _____

FOR FARM RELATED APPLICATIONS ONLY:

25. In order to shorten the time associated with processing Zoning/Consent applications for farmers wishing to dispose of surplus dwellings, the Planning Department requires your assistance in providing additional information. This information will assist the Planning Department in evaluating the application and in carrying out future site visits to the property. Additionally, the information will be used to assist in determining the compliance of the proposal with the Official Plan and relevant Minimum Distance Separation Formula.

a) To what extent are you currently involved in active farming (e.g. farming full time, part time, renting out farm land to other farmers) _____

b) Farm Type: Incorporated [] Partnership [] Family [] Other []

c) Total Land Holdings In Acres: Own _____ Rent _____

d) Location of home farm Municipality _____ Lot _____ Concession _____

e) Please complete the following table for each livestock facility on neighbouring lots within 1500 feet of the new property boundaries proposed by the surplus lot.

	BARN 1	BARN 2	BARN 3
# of Tillable acres (where livestock facility is located)			
Description of Animal Type (existing or potential)			

Beef, Dairy, Pigs Poultry (Chickens, Turkeys) etc. Eg. Beef Cows, including calves to weaning (all breeds) Swine, Weaners (7kg-27kg) Dairy Cattle, Large-framed e.g. Holsteins Chickens, Broilers on an 8 week cycle			
<u>Maximum Housing Capacity of Livestock Facility</u> Eg. Total # of Chickens that can be housed in barn			
<u>Type of Manure</u> – Solid (dry) Liquid (wet)			
<u>Type of Manure Storage System</u> – Inside/Outside, Covered/Not Covered Eg. Liquid, outside with permanent, tight fitting OR Solid, outside, no cover, 18-30% dry matter with covered liquid runoff storage			
Distance from Barn or Manure Storage System to Nearest Point of Proposed New Zone or Consent			
Additional information regarding livestock facilities on neighbouring lots may be requested.			

QUESTIONS # 26, 27 and 28 MUST BE COMPLETED IN THE PRESENCE OF A “COMMISSIONER”. STAFF IN EACH PLANNING OFFICE ARE AUTHORIZED COMMISSIONERS. PLEASE PRINT

- 26. I, _____ hereby authorize a site visit(s) be undertaken by, but not limited to the staff of the following agencies: County of Bruce Planning Department, the Municipality, the Conservation Authority, and, the Grey-Bruce Health Unit.
- 27. I, _____ have reviewed the fees for applications, and the refund policy that forms part of this application form.
- 28. I, _____ of the _____ in the COUNTY/ REGIONAL MUNICIPALITY OF _____, hereby solemnly declare that the statements made herein are to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

DATE: _____ Signature of Owner _____
Signature of Owner _____
Signature of Agent or Applicant _____

DECLARED BEFORE ME AT THE _____ OF _____
IN THE _____ OF _____,
THIS _____ DAY OF _____, 20____.

A COMMISSIONER, ETC.

IF YOU ARE AN OWNER, AND WISH TO HAVE SOMEONE ELSE TO REPRESENT YOU REGARDING THIS APPLICATION, PLEASE COMPLETE THE FOLLOWING:

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 consent/severance and I/we authorize _____ to make this application on my/our behalf.

Date

Signature of Owner(s)

FOR OFFICE USE ONLY:

Deemed to be a complete application on: _____

Signature of Planner: _____

Application Type	2012 fees (including CA review fees) PAYABLE TO 'TREASURER, COUNTY OF BRUCE' (unless otherwise indicated)
Minor Variance / Alteration or Extension of Legal Non-Conforming Use.	710
Consent Certification	130
Consent / Severance	1060
Official Plan Amendment (Local and/or County)	1330
Zoning By-Law Amendment	1120
Joint Zoning / OPA	2010
Joint Local OPA and County OPA	2010
Joint Local OPA/County OPA / Zoning	3010
Joint Zoning / Consent	2070
Joint Minor Variance / Severance	1680
Joint OPA/ Zoning / Severance	2950
Part Lot Control (per lot or block)	670 (payable prior to Local Municipal By-Law being given Final Approval by the County)
Subdivision / Condominium Draft approval Up to 20 blocks / lots or units 21 to 50 blocks / lots or units more than 50 blocks / lots or units (0.3 metre reserve blocks not included for calculating applicable fees)	4480 5590 6710 <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Plus [for Subdivisions] \$60 per lot or block with a minimum flat fee of \$510 and a maximum fee of \$6170 – or [for Condominiums] the lesser of \$60 per unit or \$1230 / ha with a minimum flat fee of \$510 and a maximum flat fee of \$6170, (payable to the Conservation Authority responsible for the review) </div>
Condominium – exemption from draft approval	1110
Subdivision / condominium – request for major revisions (re-circulation)	1110
Subdivision / Condominium – request for minor revisions or extension request	560
Subdivision / Condominium – final approval	1110
Emergency Extension to Draft Approval(For each one year period)	570

Grey-Bruce Health Unit Fees	
PLANS OF SUBDIVISION / CONDOMINIUM	The Grey-Bruce Health Unit fees regarding the review of Plans of Subdivision and or Condominium, proposed to be serviced by private/communal septic systems are \$185.00 for each individual lot . This amount is payable to the 'Grey-Bruce Health Unit' for developments in the following Municipalities: Huron-Kinloss, Saugeen Shores, Kincardine, Arran-Elderslie, South Bruce Peninsula and Northern Bruce Peninsula. This fee must be submitted with the completed application form.
MINOR VARIANCES, CONSENTS/ SEVERANCES, OFFICIAL PLAN AMENDMENTS, SECONDARY PLAN AMENDMENTS AND ZONING BY-LAW AMENDMENTS	On lands proposed to be serviced by, or currently serviced by, private/communal septic systems are also reviewed and assessed by the Grey-Bruce Health Unit. The fee for this review is \$125.00 per lot . This fee must be submitted with the completed application form. This amount is payable to the 'Grey-Bruce Health Unit' for developments in the following Municipalities: Huron-Kinloss, Saugeen Shores, Kincardine, Arran-Elderslie, South Bruce Peninsula and Northern Bruce Peninsula. The Municipalities of Brockton and South Bruce do their own reviews. This fee must be submitted with the completed application form.
NO REFUNDS WILL BE PROVIDED FOR ANY DEVELOPMENT APPLICATION.	