



## Township of Black River-Matheson

421 Fifth Avenue, P.O. Box 601

Matheson ON P0K 1N0

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# Application for Amendment to Zoning By-law

APPLICATION FOR AMENDMENT TO ZONING BY-LAW  
TOWNSHIP OF BLACK RIVER-MATHESON  
INFORMATION SHEET FOR APPLICANT

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1. COMPLETION OF APPLICATION

Every application must be completed in triplicate. All applicable information requested on the application form must be provided before the application will be considered by Council.

2. FEE REQUIRED

Every application must be accompanied by a cheque in the amount of one thousand four hundred dollars (\$1,400.00) payable to the Township of Black River-Matheson. Should the costs to the Municipality exceed \$1,400.00 then the Applicant shall pay the difference between the fee and the actual costs.

3. LOCATION PLAN REQUIRED

Every application must be accompanied by three (3) copies of APPENDIX 1– LOCATION PLAN.

4. SITE PLAN OR SUBDIVISION PLAN REQUIRED

Every application must be accompanied by three (3) copies of APPENDIX 2– SITE PLAN OR SUBDIVISION PLAN.

5. ADDITIONAL INFORMATION

Additional information shall be furnished by the Applicant at the request of Council.

6. DECLARATION REQUIRED

The contents of the application and appendices must be validated by the Applicant in the form of a statutory declaration before a Commissioner or other person empowered to take affidavits.

APPLICATION FOR AMENDMENT TO ZONING BY-LAW

TOWNSHIP OF BLACK RIVER-MATHESON

APPLICATION FORM

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Mayor and Members of Council  
Township of Black River-Matheson  
P.O. Box 601  
Matheson On

Attention: \_\_\_\_\_  
Clerk

Ladies and Gentlemen:

The undersigned hereby applies to the Council of the Township of Black River-Matheson for an amendment to the Zoning By-law for the lands shown in Appendix 2 hereto.

Enclosed herewith is a cheque in the amount of One thousand four hundred dollars (\$1,400.00) payable to the Township of Black River-Matheson, as a fee towards the cost of processing this application. It is hereby agreed that the undersigned shall pay to the Township of Black River-Matheson any further costs which may be determined by the Township of Black River-Matheson Council relating to this application.

(NOTE: The following is to be completed by the Applicant)

1. APPLICANT AND OWNERSHIP INFORMATION

(1) APPLICANT'S NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

(2) APPLICANT'S INTEREST IN SUBJECT LANDS

REGISTERED OWNER (?) \_\_\_\_\_

PROSPECTIVE PURCHASER (?) \_\_\_\_\_

MORTGAGOR / MORTGAGEE (?) \_\_\_\_\_

NEIGHBOURING OWNER (?) \_\_\_\_\_

ANY OTHER INTEREST (?) \_\_\_\_\_

NOTE: The Applicant, if not the registered owner, must attach a letter from the registered owner authorizing this application.

(3) REGISTERED OWNER'S NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

2. DESCRIPTION OF SUBJECT LANDS

(1) STREET ADDRESS: \_\_\_\_\_

(2) LOCATION: Lot (s) \_\_\_\_\_ Plan No (s) \_\_\_\_\_

On the \_\_\_\_\_ side of \_\_\_\_\_ Street,  
between \_\_\_\_\_ and \_\_\_\_\_ Street:

Or Lot (s) \_\_\_\_\_ Concession (s) \_\_\_\_\_

(3) TOTAL AREA: \_\_\_\_\_

(4) WIDTH OF ABUTTING ROAD (S): \_\_\_\_\_

(5) DATE SUBJECT LANDS ACQUIRED: \_\_\_\_\_

3. OFFICIAL PLAN

(1) PRESENT DESIGNATION (S): \_\_\_\_\_

(2) IS A DESIGNATION CHANGE REQUIRED? \_\_\_\_\_

4. ZONING BY-LAW

(1) PRESENT ZONING: \_\_\_\_\_

(2) ZONING REQUESTED: \_\_\_\_\_

(3) REASONS FOR REQUESTED CHANGE: (give detailed description)

5. USES OF SUBJECT LANDS

(1) EXISTING LAND USES: (give description)

(2) DATES EXISTING LAND USES ESTABLISHED: .....

.....  
.....  
.....

(3) PROPOSED LAND USES: (give description)

6. LOT DETAIL INFORMATION

When a plan of subdivision is proposed, the following items (a) to (p) need not be completed.

	<u>EXISTING</u>	<u>PROPOSED</u>
(a) NUMBER OF DWELLING UNITS PER LOT:	_____	_____
(b) NUMBER OF DWELLING HOUSES PER LOT:	_____	_____
(c) NUMBER OF OTHER BUILDINGS (describe) :	_____	_____
	_____	_____
(d) LOT AREA:	_____	_____
(e) LOT FRONTAGE:	_____	_____
(f) LOT COVERAGE: ( %)	_____	_____

(g) MINIMUM YARD DIMENSIONS  
main building

- |                            |       |       |
|----------------------------|-------|-------|
| (i) front depth:           | _____ | _____ |
| (ii) exterior side width:  | _____ | _____ |
| (iii) interior side width: | _____ | _____ |
| (iv) rear depth:           | _____ | _____ |

accessory building

- |                            |       |       |
|----------------------------|-------|-------|
| (v) front depth:           | _____ | _____ |
| (vi) exterior side width:  | _____ | _____ |
| (vii) interior side width: | _____ | _____ |
| (viii) rear depth:         | _____ | _____ |

(h) ROAD SETBACK:	_____	_____
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(i) BUILDING HEIGHT(S)		
(i) main building:	_____	_____

(ii) accessory building:	_____	_____
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(j) DWELLING UNIT AREA:	_____	_____
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	<u>EXISTING</u>	<u>PROPOSED</u>
--	-----------------	-----------------

(k) FLOOR AREA (square feet):	_____	_____
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(l) LANDSCAPED OPEN SPACE (%):	_____	_____
--------------------------------	-------	-------

(m) PLANTING STRIP WIDTH:	_____	_____
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(n) PARKING SPACES:	_____	_____
---------------------	-------	-------

(o) LOADING SPACES:	_____	_____
---------------------	-------	-------

(p) PLAY SPACES:	_____	_____
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7. MUNICIPAL SERVICES

	<u>REQUIRED</u>	<u>AVAILABLE</u>	<u>CONNECTED</u>
WATER	_____	_____	_____
SANITARY SEWER	_____	_____	_____

8. SUPPLEMENTARY INFORMATION (to be attached to this application)

APPENDIX 1 – LOCATION PLAN:

3 copies of a location plan, drawn to an appropriate scale, properly dimensioned and showing thereon:

- (i) boundaries of subject lands;
- (ii) existing uses on the subject lands; and
- (iii) existing uses of all lands within 120 metres of subject lands.

APPENDIX 2 – SITE PLAN OR SUBDIVISION PLAN:

3 copies of a site plan (based on a boundary survey plan of the subject lands prepared by an Ontario Land Surveyor) drawn to an appropriate scale, properly dimensioned and showing thereon:

- (i) boundaries of subject lands;
- (ii) dimensions of existing and proposed lots;
- (iii) existing and proposed grades of the subject lands (define grades by contour lines);
- (iv) location of all easements;
- (v) location and dimensions of all existing buildings, structures and uses;
- (vi) location and dimensions of all proposed buildings, structures and uses;
- (vii) location and dimensions of all proposed yards, landscaping areas, play areas, planting strips, parking spaces, loading spaces and walkway.

- OR -

3 copies of a plan of subdivision, prepared in accordance with the provisions of the Planning Act, may be substituted for the site plan.

9. STATUTORY DECLARATION

I, \_\_\_\_\_ of \_\_\_\_\_  
solemnly declare that:

all above statements and the information contained in all of the Appendices transmitted herewith are true and I 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 by virtue of the Canada Evidence Act.

\_\_\_\_\_  
(SIGNATURE OF APPLICANT)

DECLARED before me at the \_\_\_\_\_ of \_\_\_\_\_  
\_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
( A COMMISSIONER, ETC.)

APPLICATION FOR AMENDMENT TO ZONING BY-LAW

TOWNSHIP OF BLACK RIVER-MATHESON

OFFICE RECORD

APPLICATION: Z.B.A. ....

	<u>DATE</u>	<u>INITIALS</u>
1. APPLICATION RECEIVED:	_____	_____
2. APPLICATION ACKNOWLEDGED:	_____	_____
3. CHECKED FOR COMPLETION:	_____	_____
4. RETURNED APPLICANT FOR FURTHER INFORMATION:	_____	_____
5. RECEIVED INFORMATION REQUESTED:	_____	_____
6. PLANNING BOARD MEETING TO CONSIDER APPLICATION:	_____	_____
7. SUBMITTED TO CONSULTANTS:	_____	_____
8. CONSULTANT'S REPORT RECEIVED:	_____	_____
9. PLANNING BOARD MEETING TO CONSIDER APPLICATION AND CONSULTANT'S REPORT:	_____	_____
PLANNING BOARD RECOMMENDATION:	(attach copy of Resolution)	
10. COUNCIL MEETING TO CONSIDER APPLICATION AND PLANNING BOARD RECOMMENDATION:	_____	_____
COUNCIL DECISION:	(attach copy of Resolution)	
11. APPLICANT NOTIFIED:	_____	_____
12. AMENDMENT(S) AUTHORIZED:	_____	_____
13. DRAFT AMENDMENT(S) RECEIVED FROM CONSULTANTS:	_____	_____
14. PUBLIC MEETING ADVERTISEMENT:	_____	_____
15. PLANNING BOARD MEETING TO CONSIDER DRAFT AMENDMENT(S):	_____	_____



PLANNING BOARD RECOMMENDATION(S):

(attach copy of Resolution)

DATE

INITIALS

16. COUNCIL MEETING TO REVIEW  
DRAFT AMENDMENT(S) AND  
PLANNING BOARD RECOMMENDATION(S):

\_\_\_\_\_

\_\_\_\_\_

17. PUBLIC MEETING:

\_\_\_\_\_

\_\_\_\_\_

18. COUNCIL MEETING DECISION:

\_\_\_\_\_

\_\_\_\_\_

BY-LAW NO.: \_\_\_\_\_

DATE PASSED: \_\_\_\_\_

19. NOTICE OF PASSING BY-LAW  
CIRCULATED:

\_\_\_\_\_

\_\_\_\_\_

20. LAST DATE FOR OBJECTIONS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

21. AFFIDAVIT OF CLERK:

\_\_\_\_\_

\_\_\_\_\_

22. OBJECTIONS RECEIVED  
(No. \_\_\_\_\_) :

\_\_\_\_\_

\_\_\_\_\_

RECORD OF APPEAL(S)  
FORWARDED TO O.M.B.:

\_\_\_\_\_

\_\_\_\_\_

HEARING DATE:

\_\_\_\_\_

\_\_\_\_\_

O.M.B. DECISION RECEIVED:

\_\_\_\_\_

\_\_\_\_\_

O.M.B. ORDER:

\_\_\_\_\_

\_\_\_\_\_