



# TOWN OF GRIMSBY

## APPLICATION TO AMEND THE GRIMSBY ZONING BY-LAW

Revised January 2022

### **NOTE TO APPLICANT**

This application form is to be used by those applying to amend the Grimsby Zoning By-law.

### **PRE-CONSULTATION**

It is required that applicants meet with Town, Regional and, if necessary, Provincial planning officials prior to formally submitting an application. At these meetings, officials will discuss in more detail background information requirements and local, regional and provincial policy implications. A pre-consultation form will be completed which will identify requirements for a complete application. Failure to pre-consult will result in the application being deemed incomplete.

### **COMPLETENESS OF THE APPLICATION**

The information contained in this application is required to review the proposed amendment. It is important that all the required information be submitted at the time the application is submitted. Otherwise, it may not be possible to do a complete and proper planning evaluation. If the required information is not provided, the municipality may return the application as incomplete or later decide that the application be denied because of inadequate support information.

### **CONTENTS OF THE APPLICATION**

Two copies of the completed application form must be accompanied by the following:

1. the application fee as set out in Appendix "A";
2. two copies of a zoning sketch which includes all information prescribed in Section 10 of the application form

Further information regarding the application or the planning process may be obtained by contacting the:

Corporation of the Town of  
Grimsby – Planning  
Department,  
160 Livingston Avenue,  
Grimsby, Ontario, L3M 0J5  
Telephone: 905-945-9634  
Fax: 905-945-5010  
Email: [planning@grimsby.ca](mailto:planning@grimsby.ca)



# Town of Grimsby

## APPLICATION FOR ZONING BY-LAW AMENDMENT

For Office Use Only

DATE RECEIVED	DATE ACCEPTED	FILE NUMBER(S)
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Has there been a pre-application meeting with Town staff?  Yes  No

### 1.0 Applicant Information

Registered Owner: (If a numbered company, also give name and address of principal owner)

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

Agent/Applicant: (All correspondence will be sent to agent/applicant unless otherwise directed)

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

Mortgagee(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

If additional space is required, attach on separate sheet.

## 2.0 Location of Property

2.1 Street Address: \_\_\_\_\_

Legal Description: (lot, concession, or lot and plan no.)

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

2.2 Particulars of Lands Subject to Application

Frontage (metres)\_\_\_\_\_Depth (metres)\_\_\_\_\_Area (ha or sq. metres)\_\_\_\_\_

## 3.0 Existing and Previous uses of the Subject Lands

3.1 What is the existing use of the subject lands? \_\_\_\_\_

\_\_\_\_\_

3.2 If known what were the previous uses of the subject lands? \_\_\_\_\_

\_\_\_\_\_

3.3 If known, the date the subject land was acquired by the current owner \_\_\_\_\_

\_\_\_\_\_

3.4 If known, the date any existing buildings or structures on the subject land were constructed \_\_\_\_\_

\_\_\_\_\_

3.5 If known, the length of time that the existing uses of the subject lands have continued \_\_\_\_\_

\_\_\_\_\_

3.6 Potentially Contaminated Sites

(a) Has there been an industrial or commercial use of the site or adjacent land

Yes (If yes, last year of use\_\_\_\_\_)

No

Unknown

(b) Has there been fill placed on the site?

Yes

No

Unknown

(c) Is there reason to believe the site may have been contaminated by former uses, either on the site or on adjacent sites? (e.g., former industrial use, gas station, petroleum or other fuel stored on site or adjacent site.)

Yes

No

Unknown

If the answer to (c) is yes, then an environmental audit including all former uses of the site and, if appropriate, the adjacent site, to the satisfaction of the municipality is required. This study must be prepared by a qualified consultant.

Report attached?  Yes  No

If no, on what basis did you come to this determination? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**3.7** Indicate land uses on abutting properties

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

**3.8** Identify all existing buildings on property (if any) in metric units.

Type of Existing Buildings or Structures	All Yard Setbacks				Number of Stories	Ground Floor Area	Total Floor Area
	Front	Rear	Side	Side			

**3.9** Are the subject lands (or buildings) designated as architecturally or historically significant under the Ontario Heritage Act?

Yes                      No

**3.10** Are there any easements, restrictions or other covenants applicable to the lands?

Yes       No

If yes, describe what they are: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **4.0 Proposed Use of Subject Lands**

**4.1** What is the proposed use of the subject lands? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4.2** List any proposed buildings or structures (in metric units).

Type of Building or Structure	All Yard Setbacks				Number of Stories	Ground Floor Area	Total Floor Area
	Front	Rear	Side	Side			

## **5.0 Zoning Proposal**

(a) What is the current Official Plan designation? \_\_\_\_\_

(b) How does this rezoning application conform to the Official Plan? \_\_\_\_\_  
\_\_\_\_\_

(c) What is the existing zoning on the property? \_\_\_\_\_  
\_\_\_\_\_

(d) What zoning is proposed for the subject lands? \_\_\_\_\_  
\_\_\_\_\_

(e) Describe the purpose of the proposed amendment. \_\_\_\_\_  
\_\_\_\_\_

(f) What land uses would be permitted by the proposed Zoning By-Law amendment? \_\_\_\_\_  
\_\_\_\_\_

(g) Are any site specific zoning regulations (i.e. setbacks, etc.) being requested:  
 Yes       No  
If so, specify \_\_\_\_\_  
\_\_\_\_\_

(h) Is this application to implement an alteration to the urban boundary or implement a new urban area?  
 Yes       No  
If yes, provide details of the Official Plan or Official Plan Amendment that deals with the matter.

(i) Is this application to remove land from an area of employment?  
 Yes       No  
If yes, provide details of the Official Plan or Official Plan Amendment that deals with the matter.

## 6.0 **Status of other Planning Applications**

Are there any other current applications made under the Planning Act or the Niagara Escarpment Planning and Development Act, such as applications for approval of an official plan amendment, zoning by-law amendment, plan of subdivision, a minor variance, a site plan or for a consent to sever:

(a) That involves the subject lands?  
 Yes       No

(b) That is within 120 metres of the subject lands?  
 Yes       No       Unknown

If answer to (a) or (b) is yes, indicate:

type of application \_\_\_\_\_

file number \_\_\_\_\_

approval authority \_\_\_\_\_

purpose of application \_\_\_\_\_

\_\_\_\_\_

status of application \_\_\_\_\_

## 7.0 **Servicing**

Indicate the proposed servicing type for the subject lands

(a) Water Supply

municipal piped water

private well or cistern

other, specify

(b) Sewage Disposal

municipal piped water

private well or cistern

other, specify

Will the application permit development on privately owned and operated or communal septic system producing more than 4,500 litres of effluent per day?

Yes

No

If yes, provide a servicing options report and hydrogeological report

(c) Road Access and/or Frontage

open municipal road

regional road

provincial highway

private road

other, specify \_\_\_\_\_

\_\_\_\_\_

(d) Storm drainage

sewers

ditches or swales

other, specify \_\_\_\_\_

\_\_\_\_\_

## 8.0 Provincial Policy Plan Conformity

(a) Is the application consistent with the policy statements issued under Section 3(1) of the Planning Act?

Yes       No

If no indicate which section of the policy statement will not be conformed with.

(b) Is the subject property within an area designated by the Greenbelt Plan?

Yes       No

Is the subject property within an area designated by the Niagara Escarpment Plan?

Yes       No

Is the subject property designated by the Places to Grow - Growth Plan for the Greater Golden Horseshoe?

Yes       No

If the answer to any of the above is yes, does the application conform with the applicable plan or plans?       Yes       No

Explain \_\_\_\_\_

## 9.0 Zoning Sketch

A plan showing the following shall be submitted with the application:

- a) the boundaries and dimensions of the subject land;
- b) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded area, wells and septic tanks) that,
  - i) are located on the subject land and on land that is adjacent to it, and;
  - ii) in the applicant's opinion, may affect the application.
- d) the current uses of land that is adjacent to the subject land;



- e) 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;
- f) if access to the subject land will be by water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

**10. Application Fee**

(a) Is the prescribed fee, as set out in Appendix "A" attached?

Yes       No

**11. Acknowledgement of Applicant**

Personal information on this form is collected under the authority of the Ontario Planning Act and will be used by the municipality in the processing of Official Plan and Zoning By-law Amendment applications. The information may be used by other departments and agencies for the purpose of assessing the proposal and preparing comments to the municipality and approval authority. This information may also be released to the public.

**12. Owner's Authorization (if owner is not applicant)**

I (we) \_\_\_\_\_  
(name of owner)

being the registered owner(s) of the subject land, hereby authorize \_\_\_\_\_

\_\_\_\_\_  
(name of authorized agent)

to prepare and submit an official plan and/or zoning by-law amendment application for approval.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
 Signature(s)

\_\_\_\_\_  
 Date

### 13. Affidavit or Sworn Declaration

I, \_\_\_\_\_ of the \_\_\_\_\_  
(Name) (Municipality)  
in the \_\_\_\_\_  
(Region)

Make the 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 is 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, and by virtue of the "Canadian Evidence Act".

Sworn (or declared) before me

at the \_\_\_\_\_  
(Municipality)

in the \_\_\_\_\_  
(Region)

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

\_\_\_\_\_  
Commissioner of Oath

\_\_\_\_\_  
Applicant

# APPENDIX “A”

## TOWN OF GRIMSBY

### OFFICIAL PLAN & ZONING BY-LAW AMENDMENT APPLICATIONS

#### FEE SCHEDULE

##### **Planning & Development**

Application fees must be submitted with the completed application form. Application will not be processed until the complete application, including prescribed fees, have been submitted. (Refer to the Rates & Fees section of Town of Grimsby website: <https://www.grimsby.ca/en/doing-business/resources/Documents/2022-Rates-and-Fees/2022-Planning.pdf>).

***\*Applicants should contact the Planning Department to confirm fees prior to submitting an application.***

The applicant is responsible for the erection of a public notification sign(s) in a location on the subject lands which is clearly visible to the public. A photograph(s) of the sign(s) must be provided to the Planning Department **prior** to the final scheduling of the Public Meeting.

Where an application has been inactive for one year or more, the Town will deem the application abandoned unless an extension has been endorsed.

##### **NPCA Review fees**

Where Niagara Peninsula Conservation Authority (NPCA) review is required, additional fees will be required.

***\*Please contact the NPCA directly with respect to fees.***

##### **The Region of Niagara**

The Region of Niagara is the Approval Authority for amendments to the Grimsby Official Plan. Upon adoption of the Official Plan by the Town Council, the application is forwarded to the Region of Niagara for approval.

Additional fees apply for Stormwater, Urban Design, Hydrogeology, EIS and/or Private Sewage Systems Reviews, as required (Refer to Additional Fee Section, Development Applications, Forms and Fees of Region of Niagara website [https://www.niagararegion.ca/business/fpr/forms\\_fees.aspx](https://www.niagararegion.ca/business/fpr/forms_fees.aspx) )

The applicant is responsible for paying these fees to the Region upon adoption of the Official Plan Amendment by Town Council. Failure to pay the fees to the Region may result in the Region refusing to consider the amendment.

***\*Please contact the Region directly with respect to fees.***