



City of
Peterborough

File No.:	
Date App. Submitted:	
Date Deemed Complete:	
To be completed by City Staff	

Official Plan Amendment Application

Property Owner Information			
Name:			
Address:			
City:		Province:	
Phone:		Postal Code:	
E-mail:			

Applicant Information (if different from owner)			
Name:			
Address:			
City:		Province:	
Phone:		Postal Code:	
E-mail:			

Agent Information (if different from owner/applicant)			
Name:			
Address:			
City:		Province:	
Phone:		Postal Code:	
E-mail:			

Property Information			
Street Address:			
Geographic Township:		Area: (ha)	
Reference Plan		Part Nos.:	
Current Official Plan Designation:			
What land uses are permitted by this designation?			

Public Services

Is the property serviced by a municipal piped water system?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "No", describe:	
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Is sewage disposal provided by a municipal sanitary sewage system?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "No", describe:	
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If the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, a servicing options report and a hydrogeological report are required to be submitted with the application.

Amendment Information (use separate sheet if necessary)

What is the purpose of the proposed amendment?	
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Does the proposed amendment change, replace or delete a policy in the Official Plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "Yes", what is the policy to be changed, replaced or deleted?	
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Does the proposed amendment add a policy to the Official Plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If the proposed amendment changes, replaces, deletes, or adds a policy, what is the suggested text of the proposed policy amendment?	
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Does the proposed amendment change or replace a designation in the Official Plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "Yes", what schedule(s) will be changed or replaced by the proposed amendment?	
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If "Yes", what is the designation to be changed or replaced?	
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Will there be any text that accompanies this designation change or replacement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "Yes", what is the proposed text?	
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Amendment Information (continued)

Is the subject land, or any property within 120 metres of it, the subject of any type of application initiated by the applicant under the Planning Act? i.e.: a Minor Variance or Consent; an Official Plan amendment, Zoning By-law amendment or an approval of a Plan of Subdivision or Site Plan.	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "Yes", and if known, what is the file number(s), address of the lands, purpose, status and effect of each of those application(s) on this proposed amendment?	
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Does the requested amendment alter all or any part of the boundary of an area of settlement or establish a new area of settlement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "Yes", cite the current official plan policies, if any, dealing with the alteration or establishment of an area of settlement.	
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Does the requested amendment remove the subject land from an area of employment?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "Yes", cite the current official plan policies, if any, dealing with the removal of land from an area of employment.	
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Is the proposed amendment consistent with the policy statements of the Province of Ontario (PPS)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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Is the subject land within an area of land designated under any provincial plan or plans?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If "Yes", explain how the proposed amendment conforms to or does not conflict with the provincial plan or plans?	
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Date of pre-consultation meeting with Planning Staff?	
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Based on your pre-consultation meeting with Planning Staff, describe the strategy for consulting with the public with respect to the request.	
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Affidavit

I, _____ of the _____ of _____ in the _____ of _____, Province of Ontario, solemnly declare that all of the above statements 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.

DECLARED before me at the _____ of)
_____, in the County of)
_____, Province of Ontario)
this _____ day of _____)
20____.)
)
)
)

(Signature of Applicant or Authorized Agent)

A Commissioner, etc.

**If this application is signed by an agent or solicitor on behalf of an applicant, written authorization of the owner must accompany the application. If the applicant is a Corporation, the application shall be signed by an officer of the Corporation and the Corporation’s seal shall be affixed.

Notes:

- Under s.22 (5) of the **Planning Act**, other information and material in addition to the foregoing may be required in order to process the proposed Official Plan amendment. The expense of such will be the applicant’s responsibility.
- Pursuant to the provisions of s.22 (6) of the **Planning Act**, failure to complete any part of this form may result in the application not being accepted or further considered.

Planning Division Application Refund Policy

That Official Plan Amendment application fees are refundable based upon the following:

- 75% of total application fee be refunded prior to mailing of agency circulation;
- 25% of total application fee be refunded prior to mailing of public notice; and
- No refund if application has proceeded to and/or beyond mailing of public notice.