



Town of Milton  
150 Mary Street  
Milton, Ontario  
L9T 6Z5

Tel: 905-878-7252  
www.milton.ca

# Application for Official Plan or Zoning By-law Amendment

Under the *Planning Act*, R.S.O. 1990 c.P.13, as amended

The Town of Milton is dedicated to meeting the needs of our customers. To obtain documents in an alternate format such as Braille, large print, electronic or plain language, contact the Town's Accessibility Coordinator.

**PLEASE TYPE CLEARLY - INCOMPLETE APPLICATIONS WILL BE RETURNED WITH A FEE**

Office Use:		
Date Received:	Date Circulated:	File Number:
		Associated File(s):

Type of Application	(Please Check)
<input type="checkbox"/> Zoning By-law Amendment	<input type="checkbox"/> Official Plan Amendment
<input type="checkbox"/> Temporary Use By-law	<input type="checkbox"/> Removal of Holding Symbol Amendment*
<small>*(Please note that a Regional Clearance Letter will be required at application)</small>	

<b>Applicant</b>	Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized Agent of Owner		
Last Name	First Name	Company Name	
Street Address			Unit Number
Municipality	Province	Postal Code	Email
Telephone Number	Fax	Cell Number	

<b>Registered Owner</b>	<i>Include Name(s) and Title(s) of those authorized to bind if a Corporation</i>		
Last Name	First Name	Company Name	
Street Address			Unit Number
Municipality	Province	Postal Code	Email
Telephone Number	Fax	Cell Number	
Date Owner Acquired Subject Property			

**Primary contact for ALL future correspondence:**  Owner  Applicant

<b>Property Information</b>	<i>Applications submitted without completed property information will not be circulated.</i>		
Lot	Concession	Geographic Township	
Registered Plan	Lot/Block	Reference Plan	
Municipal Address		Assessment Roll	
Lot Area	Frontage	Depth	

Describe any easements, rights-of-way or restrictions applicable to the subject land(s)

**Existing Use, Official Plan And Zoning**

Existing use(s) of subject land, including buildings:

Region of Halton Official Plan Designation:	Does proposal conform to Halton OP Policies? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Town of Milton Official Plan Designation:	Does proposal conform to Milton OP Policies? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Present Town of Milton Zoning:

Name of Agency having jurisdiction over road to which subject property abuts/fronts:  
 Ministry of Transportation       Region of Halton       Town of Milton

Is a road widening required for the subject property? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the proposed road widening been discussed with Town Staff? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Is the subject property within an area designated "Environmentally Sensitive" in the Official Plans of the Town of Milton and the Region of Halton? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is the subject property within an area designated "Hazard Land" in the Town of Milton Official Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Is the area regulated by the flood and fill regulations of the applicable Conservation Authority? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has this been confirmed by Conservation Authority staff? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Are there any buildings or structures on the subject property? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, please include details on plan provided.
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What is the date of construction of the existing buildings/structures on the subject property?	How long has/have the existing use(s) of the subject property continued?
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Is the building suitable for the proposed use in terms of meeting the requirements of the *Ontario Building Code Act*?  
 Yes       No

Water (Municipal/Private) <input type="checkbox"/> Existing <input type="checkbox"/> Proposed	Wastewater (Municipal/Private) <input type="checkbox"/> Existing <input type="checkbox"/> Proposed	Stormwater (Urban/Rural) <input type="checkbox"/> Existing <input type="checkbox"/> Proposed
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**Proposed Use**      *Note: A Planning Justification Report prepared by a qualified consultant may be required.*

Describe in detail the proposed use(s) of the subject property:

Describe the nature, extent and reason for the rezoning:

Are there any buildings/structures proposed on the subject property? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, please provide details.
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Has "Parkland Dedication" requirements been discussed with Town Staff?  
 Yes       No

**Financial Requirements**

Have you discussed other financial requirements (i.e. local Development Charges) with Town Staff?  
 Yes       No

**Other Development Applications**

Is the subject property the subject of an application under the <i>Planning Act</i> for approval of a plan of subdivision, consent, rezoning, local/official plan amendment and/or minor variance? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	If Yes, please provide file number and decision, if known.
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**STATUTORY DECLARATION**

I, \_\_\_\_\_, of the \_\_\_\_\_  
(Name) (City/Town)  
of \_\_\_\_\_, in the \_\_\_\_\_ of \_\_\_\_\_  
(Municipality) (County/Region)

**SOLEMNLY DECLARE THAT** all above statements and statements contained in all of the exhibits attached hereto are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_  
Town/City Region/County  
this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
A Commissioner, etc.

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Print Name

**OWNER'S AUTHORIZATION**

*If Applicant/Agent is not the Registered Owner, the Owner's written authorization is required.*

***With respect to lands owned by:***

\_\_\_\_\_  
*(PRINT Owner(s) Name / Corporate signing authority)*

known as:

\_\_\_\_\_  
*(Legal Description /Municipal Address of Lands)*

**DECLARE** that I/We am the registered owner of the lands described in this application, have examined the contents of this application and hereby certify that the information submitted with the application is correct insofar as I have knowledge of these facts, and I hereby authorize:

\_\_\_\_\_ of \_\_\_\_\_  
*(Name of Agent) (Name of Company)*

to act on my/our behalf in this matter. I/We further consent to Town of Milton staff or a representative thereof, to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and subsequently to conduct any inspections and work on the subject lands and structures that may be required as condition of approval and that the Town of Milton be authorized to release municipal property tax information to the applicant/agent named within this agreement, for the specific property location referenced within this application.

I/We also acknowledge that the information requested on this form is collected under the authority of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended and the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*. The information is required in order to process this application and forms part of the public record which may be published on the Town of Milton's website. The name and business address of the applicant and/or authorized agent is public information. Any personal information collected will only be used for the internal processing of this application. Questions about this collection can be made to the Town of Milton's Development Services Department.

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*\* (ORIGINAL Signature of Registered Land Owner)*

\_\_\_\_\_  
*PRINT NAME*