

THE CORPORATION OF THE  
TOWNSHIP OF NAIRN AND HYMAN



**BY-LAW 2004-31**

**BEING A BY-LAW TO ESTABLISH A SCHEDULE OF FEES  
CHARGEABLE FOR APPLICATIONS FOR AMENDMENTS TO ZONING  
BY-LAWS AND OFFICIAL PLANS FOR THE CORPORATION OF THE  
TOWNSHIP OF NAIRN AND HYMAN**

**WHEREAS**, the Council of the Corporation of the Township of Nairn and Hyman deems it necessary to prescribe a fee schedule for applications relating to amendments to the Zoning By-law and/or Official Plan of this municipality, to cover administrative and professional costs, as authorized under Section 69(1) of the Planning Act, 1990;

**NOW THEREFORE**, the Council of the Corporation of the Township of Nairn and Hyman **HEREBY ENACTS AS FOLLOWS:**

1. That the following fee schedule is hereby established for applications for amendments to the zoning by-laws of this municipality:
  - a) Zoning By-law Amendments or Minor Variances (non refundable fee) - \$400.00.
  - b) Official Plan Amendments (non refundable fee) - \$300.00.
2. The tariff of fees established under Section 1 of this By-law may be altered or new fees added by amendment to this By-law as from time to time is deemed appropriate by council.
3. If an Ontario Municipal Board hearing is required, any costs associated with the hearing shall be assessed to the applicant/property owner who requested an amendment.
4. That an application form shall be used for the processing of an amendment as per the attached schedule "A".
5. That this By-law shall come into effect from the date of passage thereof.
6. That this By-law shall rescind By-law 98-19 and any other By-laws inconsistent of the provisions thereof.

READ A FIRST, SECOND AND THIRD  
TIME AND FINALLY PASSED IN OPEN  
COUNCIL THIS 6<sup>TH</sup> DAY OF DECEMBER,  
2004.

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REEVE

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CLERK/CAO

**THE CORPORATION OF THE TOWNSHIP OF NAIRN AND HYMAN  
SCHEDULE "A"  
TO  
BY-LAW 2004-31**



**The Corporation of the Township of Nairn and Hyman**  
64 McIntyre Street, Nairn Centre, Ontario P0M 2L0  
Tel: (705) 869-4232 Fax: (705) 869-5248  
E-mail: [nairncentre@personainternet.com](mailto:nairncentre@personainternet.com)

**ZONING BY-LAW AND/OR OFFICIAL PLAN AMENDMENT**

**APPLICATION**

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Complete Sections 1 to 10 in full. Provide full name of the applicant, agent and registered owner and the name of the company. File the completed and signed application, supporting documentation and the application fee with the municipality.

The municipality will review the application and **may return the application if it is incomplete or if fees are not paid in full.** Administration reserves the right to request additional information.

Please allow a minimum of 4 months for processing of the application.

**FEES**

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Fees are subject to change. Confirm application fees with the municipality prior to submission of the application. Cheque payable to the Township of Nairn and Hyman.

Base Fee	Total
<input type="checkbox"/> Zoning By-law amendment Fee (\$400.00)	\$ _____
<input type="checkbox"/> Official Plan Amendment Fee (\$300.00)	\$ _____
<b>Total application fee</b>	<b>\$ _____</b>

**CONTACT INFORMATION**

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The Corporation of the  
Township of Nairn and Hyman  
64 McIntyre Street  
Nairn Centre, Ontario  
P0M 2L0

Telephone: (705) 869-4232  
Fax: (705) 869-5248  
Email: [nairncentre@personainternet.com](mailto:nairncentre@personainternet.com)  
Web Site: [www.nairncentre.ca](http://www.nairncentre.ca)

**NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION**

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I/we, \_\_\_\_\_, am/are the owner(s) of the land that is the subject of this application for a zoning by-law and/or official plan amendment and for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**ZONING BY-LAW AND/OR OFFICIAL PLAN AMENDMENT APPLICATION**

**1a. Applicant:** \_\_\_\_\_  
Name of Company and/or Contact Person

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**1b. Agent:** \_\_\_\_\_  
Name of Company and/or Contact Person

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**1c. Registered Owner** \_\_\_\_\_  
Name of Company and/or Contact Person

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**2. Please indicate to whom all communication is to be addressed:**

Applicant                       Agent                       Registered Owner

**3. Description of subject property:**

Municipal address or location: \_\_\_\_\_

Lot and Plan Number: \_\_\_\_\_

Assessment Roll Number: 52-31-000- \_\_\_\_\_

Are there any easements affecting the subject property?     Yes                       No

If yes, describe the easement and its effect:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4. Description of application:**

Amendment to Zoning By-law 2002-12, from \_\_\_\_\_ to \_\_\_\_\_

Amendment to Official Plan, from \_\_\_\_\_ to \_\_\_\_\_

Existing Land Use: \_\_\_\_\_

Proposed Land Use: \_\_\_\_\_

\_\_\_\_\_

**5. Dimensions of Land Affected (Please use metric measurements):**

**Existing Dimensions:**

Frontage:\_\_\_\_\_ Front Yard:\_\_\_\_\_ Average Depth:\_\_\_\_\_

Side Yard\_\_\_\_\_ Side Yard\_\_\_\_\_ Area (square metres):\_\_\_\_\_

**Proposed Dimensions:**

Frontage:\_\_\_\_\_ Front Yard:\_\_\_\_\_ Average Depth:\_\_\_\_\_

Side Yard\_\_\_\_\_ Side Yard\_\_\_\_\_ Area (square metres):\_\_\_\_\_

**6. Land Use:**

Existing Land Use(s):\_\_\_\_\_

Proposed Land Use(s):\_\_\_\_\_

Adjacent Land Use(s):\_\_\_\_\_

**7. Servicing Information:**

**Access**

Provincial Highway \_\_\_\_\_

Municipal Road \_\_\_\_\_

Private Road \_\_\_\_\_

Water Access Only \_\_\_\_\_

Other \_\_\_\_\_

**Water Supply**

Municipal Water

Other (describe) \_\_\_\_\_

**8. Sketch:**

This application must be accompanied by a sketch showing the following:

- the boundaries and dimensions of the subject land
- the location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings from the front yard lot line, rear lot line and the side lot lines
- the approximate location of all artificial features on the subject land and on land that is adjacent to the subject land, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- the current uses on land that is adjacent to the subject land
- 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.
- the location of the parking and docking facilities to be used, if access to the subject land is by water only
- the location and nature of any easement affecting the subject land.

**9. Other Information:**

Is there any other information that may be useful for the review of this application? If so, please explain below or attach on a separate page.

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**10. Authorization signatures:**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Agent: \_\_\_\_\_ Date: \_\_\_\_\_

Registered Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**END OF APPLICATION FORM  
DO NOT COMPLETE BELOW - FOR OFFICE USE ONLY**

Date of submission: \_\_\_\_\_ Checked by: \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_ Receipt number: \_\_\_\_\_ Date paid: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Existing Official Plan Designation: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_ Proposed OP Designation: \_\_\_\_\_

Existing Services:

Municipal Water,  Private Water,  Municipal or Prov. Road Access,  Water Access Only

Additional notes: \_\_\_\_\_

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