

**THE TOWNSHIP OF THE ARCHIPELAGO
APPLICATION FOR A ZONING BY-LAW AMENDMENT**

Information for Applicants

The Township strongly encourages applicants to consult staff in the Township's Planning Department prior to the submission of an application. Staff information can be obtained from the Township's website at www.thearchipelago.on.ca or phone 705-746-4243 Ext. 304.

Applications will be considered by Council at a regularly scheduled, monthly meeting generally held on the third Friday of each month. A complete application must be submitted a minimum of four weeks prior to the Council meeting at which the application could first be considered. Due to the complexity of some applications, Planning staff require sufficient time to undertake a review of the application, conduct a site inspection, prepare a Planning report to Council and to fulfill the requirements of the Planning Act with respect to the giving of Notice of a Public Meeting.

Township staff may conduct a site inspection of your property. By submitting this application, you are authorizing the Township to access your property for the purpose of conducting a site inspection. Please note that staff may be unable to perform site inspections during the winter months on properties which are accessed by water or by seasonally maintained municipal or private roads. As such, consideration of the application by Council may be delayed until such time as safe access to the property can be obtained.

Council may authorize the circulation of a Notice of a Public Meeting for the purpose of providing information, or it may refuse to further consider the application. If Council authorizes that a public meeting be held, Notice will be circulated at least 20 days prior to the Public Meeting, to all properties within 1,000 metres of the subject property, and in compliance with the notice requirements of the Planning Act.

In compliance with Provincial legislation and planning practices, some studies may be required of the subject property to ensure the protection of the environment, protection of health and safety for residents or to determine mitigation measures prior to or as a condition of the request.

Completion of the Application

All applicable information requested on the application form and the required application fee must be provided before the application will be considered complete and can be scheduled to be considered by Council. The Township will return the application or refuse to further consider the application until the required information has been provided. In the absence of this information, the application may be deemed to be incomplete and it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Submission of the Application

- Every application should be directed to the Township's Planner and must include:
- the completed application form;
- if the owner or applicant/agent is a corporation, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed;
- a cheque made payable to "*The Township of The Archipelago*" in the amount of \$1,200.00 as payment of the required application fee;
- a building permit or certificate of approval for the existing septic system on the property, if applicable (Section 7);
- a location plan and a site plan (Section 9);
- an Affidavit / Sworn Declaration before a Commissioner or other person empowered to take affidavits (Section 11);
- Authorization of the Owner(s) for an Agent to act on his/her behalf, if applicable (Section 12);
- Consent of the Owner(s) with respect to Personal Information (Section 13).

Additional information, including architectural drawings and elevations, shall be furnished by the applicant at the request of the Township.

**Page 2 - Application for Zoning By-law Amendment
Information for Applicants**

Costs

Applications for an amendment to the Comprehensive Zoning By-law shall be subject to the Tariff of Fees set out in By-law 17-11 as follows:

i) Zoning By-law Amendment Application	\$1,200.00
Cost for Alternative Submission/Request	
a) Zoning By-law Amendment Application <i>(submitted concurrently with an Official Plan Amendment Application or a Consent Application)</i>	\$ 625.00
b) Zoning By-law Amendment Application <i>(Notice recirculation requiring an additional Public meeting)</i>	\$ 500.00
c) Zoning By-law Amendment Application <i>(Additional cost for amended application or A request for deferral of the application)</i>	\$ 300.00
d) Zoning By-law Amendment Application <i>(to remove a Holding (H) Provision from a property)</i>	\$ 525.00

The required application fee shall be submitted to the Township in advance of the Township's review or consideration of the application.

The application fee does not include any costs which may be incurred for additional public meetings, the processing of objections or any functions relating to a Local Planning Appeal Tribunal (LPAT) hearing.

Costs incurred by the Township for the engagement of professional services in respect of an application, including planning consultants, environmental consultants, lawyers, surveyors, draftsmen and engineers, are not covered by the application fee. Applicants will be invoiced for the full amount of any accounts rendered by such professionals for the provision of their services unless, at the discretion of the Township's Planner, such an account or any portion thereof is deemed to be an expense of the Township.

Refund of Application Fees

Planning staff, following an initial review, may advise an applicant that, due to the nature of the application, it is unlikely that Council would support it. Following a request in writing from the applicant that the application be withdrawn, the applicant may be entitled to a full refund of the application fee. Any refund will be at the discretion of the Township's Planner, who will review the time and cost that has been incurred by staff when considering a refund.

The Township may refund a portion of the application fee for an amendment to the Comprehensive Zoning By-law, without interest, as outlined below. Any refund will be at the discretion of the Township's Planner, who will review the time and cost that has been incurred by staff when considering a refund.

Refund prior to circulation of Notice of Public Meeting	\$ 850.00
Refund following circulation of Notice of Public Meeting	\$ 450.00
Refund prior to circulation of Notice of Public Meeting <i>(application submitted concurrently with an Official Plan amendment application or a Consent application)</i>	\$ 375.00
Refund following circulation of Notice of Public Meeting <i>(application submitted concurrently with an Official Plan amendment application or a Consent application)</i>	\$ 175.00
Refund prior to circulation of Notice to Remove A Holding (H) Provision	\$ 300.00
Refund following circulation of Notice to Remove A Holding (H) Provision	\$ 150.00



9 James Street
Parry Sound, Ontario
P2A 1T4
Phone: 705-746-4243
Fax: 705-746-7301
web: www.thearchipelago.on.ca

Print Form

Application for Amendment to the Comprehensive Zoning By-law

under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13, as amended

OFFICE USE ONLY			
Date Received	April 1, 2025	Complete Application	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date Accepted		Applicable Fee Paid	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Application No.	Z03-25

1. Applicant / Agent Information

Name of Applicant / Agent

John Jackson Planner Inc.

Address

2-1 Mall Drive

City Parry Sound

Province / State ON

Postal / Zip Code P2A 3A9

Home Phone No.

Business Phone No. 705-746-5667

email JJplan@vianet.ca

2. Owner(s) Information

Name of Owner(s)

David Ballentine & Nancy Regan

Address

[REDACTED]

City [REDACTED]

Province / State [REDACTED]

Postal / Zip Code [REDACTED]

Home Phone No.

Business Phone No.

email [REDACTED]

Please advise to whom all communication should be directed. ☐ Owner ☒ Applicant / Agent

If known, please provide the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land.

3. Location of the Subject Land (please provide a copy of the Transfer/Deed of Land)

Assessment Roll Number 4905-14001107100 Lot _____ Concession _____ Island No. _____

Registered Plan of Subdivision No. (if any) Plan No. M - _____ Lot No. _____

Reference Plan No. (if any) Plan No. 42R - _____ Part No. _____

Parcel No. 7096 N/S Other Description Island 472 Double Island

Dimensions of Subject Property:

Depth (metres) ±78

Frontage (metres) ±90

Hectares 0.47

4. Purpose of Application

What is the existing zoning of the subject land?

Coastal Residential (CR)

What is the nature and extent of the rezoning being requested?

Rezone to a Coastal Residential Exception Zone(CR-x) to allow a Class 5 wastewater system (holding tank)

4. Purpose of Application (cont'd)

What are the reasons for the proposed rezoning?

To recognize a Class 5 - Holding Tank on Double Island - A-472 to serve a replacement dwelling and

sleeping cabin in place of a Class 4 septic system, thereby agreeing that this system qualifies as a

Building Code exception.

5. Land Use

What is the existing Official Plan designation(s), if any, of the subject land?

Waterfront

How does this application conform to the policies of the Township's Official Plan?

The proposed rezoning is an accepted wastewater disposal program for many islands.

Is the application consistent with the Provincial Policy Statements issued under subsection 3(1) of the Planning Act? ☒ Yes ☐ No

Is the subject property within an area of land designated under any Provincial plan or plans?

☒ Yes ☐ No

If yes, does the application conform to or not conflict with the applicable Provincial plan or plans?

☒ Yes ☐ No

What are the existing uses of the subject land?

Seasonal residential

How long have the existing uses of the subject land continued?

Since 1893

What are the proposed uses of the subject land?

Seasonal residential

6. History of Land

When was the subject land acquired by the current owner?

2023

Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?

If YES and if known, provide the application number and the decision made on the application.

Has the subject land ever been the subject of an application under Section 34 of the Planning Act?

☐ Yes ☒ No ☐ Unknown

Has the subject land ever been the subject of a Minister's Zoning Order? If known, please provide the Ontario Regulation number of the Zoning Order.

☐ Yes ☒ No ☐ Unknown Ontario Regulation Number

7. Service Information (check appropriate box)**Access**

- ☐ Provincial Highway ☐ Municipal road, maintained all year ☐ Municipal road, maintained seasonally
☐ Other public road ☐ Right-of-way ☒ Water Access (see below)

If access to the subject land is by private road, or if by "other public road" or "right-of-way", indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year.

If access to the subject land is by water, describe the parking and docking facilities and the approximate distance of these facilities from the subject land and the nearest public road.

Water

- ☐ Privately owned and operated individual well ☐ Privately owned and operated communal well
☒ Lake ☐ Other Means _____

Sewage Disposal (check appropriate box)

- ☐ Privately owned and operated individual septic system ☒ Privy
☐ Privately owned and operated communal septic system ☐ Other Means _____

Please provide a copy of the building permit or certificate of approval for the existing septic system on the property, if applicable.

Pursuant to the Planning Act, 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, the applicant may be requested to provide the Township with a servicing options report and a hydrogeological report.

8. Buildings and Structures (on or proposed for the subject land)



EXISTING - List all existing buildings and structures					DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	Date of Construction	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
Shed	?	1	13	13	9			

PROPOSED - List all proposed buildings and structures				PROPOSED DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side
Cottage	225	225	225				

12. Authorizations**Authorization of Owner(s) for Agent to Make the Application**

If the applicant is not the owner of the land that is the subject of this application, authorization for the agent to make this application, as set out below, must be given. Alternatively, written authorization can be provided on a separate form and submitted with this application. Authorization must be provided by all registered owners of the subject property.



I/We, David Ballentine & Nancy Regan, am/are the owner(s) of the land that is the subject of this application and I/we authorize John Jackson Planner Inc. to make this application on my/our behalf.

Date February 24, 2025 Signature of Owner 
 Date February 24, 2025 Signature of Owner 
 Date _____ Signature of Owner _____
 Date _____ Signature of Owner _____

Authorization of Owner(s) for Agent to Provide Personal Information

If the applicant is not the owner of the land that is the subject of this application, authorization for the agent to provide personal information, as set out below, must be given. Alternatively, written authorization can be provided on a separate form and submitted with this application. Authorization must be given by all registered owners of the subject property.



I/We, David Ballentine & Nancy Regan, am/are the owner(s) of the land that is the subject of this application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we authorize John Jackson Planner Inc. as my/our agent for this application, to provide any of my/our personal information that will be included in this application or collected during the process of the application.

Date February 24, 2025 Signature of Owner 
 Date February 24, 2025 Signature of Owner 
 Date _____ Signature of Owner _____
 Date _____ Signature of Owner _____

13. Consent of the Owner(s) to the Use and Disclosure of Personal Information

All registered owners of the subject property must provide their consent concerning the disclosure of personal information, as set out below.

I/We, David Ballentine & Nancy Regan, am/are the owner(s) of the land that is the subject of this application 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.

Date February 24, 2025 Signature of Owner 
 Date February 24, 2025 Signature of Owner 
 Date _____ Signature of Owner _____
 Date _____ Signature of Owner _____

9. Plans (to assist in the preparation of plans, please refer to the attached sample sketch)Location Plan

Every application shall be accompanied by a location plan, drawn to an appropriate scale, properly dimensioned and showing thereon:

- the boundaries of the parcel of land that is the subject of the application, the part of the parcel that is the subject of the application, the location of all adjacent properties and/or islands, transportation routes, etc.;
- the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge;
- existing and proposed uses on the subject land (e.g. residential, agricultural, cottage, commercial etc.);
- existing uses of all lands within 120 metres (400 feet) of the subject land.

Site Plan

Every application shall be accompanied by a site plan, drawn to an appropriate scale, properly dimensioned and showing thereon:

- the boundaries and dimensions of the subject land and the part that is the subject of this application;
- the location and dimensions of existing and proposed buildings and structures and their distances from lot lines;
- the approximate location of all natural and artificial features on the subject land and adjacent lands that, in the opinion of the applicant, may affect the application, such as railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks, landscaped open spaces, planting strips, parking areas, loading areas, driveways and walkways;
- the existing uses on adjacent lands;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a publicly travelled road, a private road or a right-of-way;
- if access to the subject land is by water only, the location of the parking and boat docking facilities used;
- the location and nature of any easement affecting the subject land.

Additional information, including architectural drawings and elevations, shall be furnished by the applicant at the request of the Township.

10. Other Information

Is there any other information that you think may be useful to the Township in reviewing this application? If so, explain below or attach a separate page.

11. Affidavit or Sworn Declaration

Dated at the Town of Parry Sound this 24th day of February, 2025

I, John Jackson of the Municipality of McDougall in the

County/District/Regional Municipality of Parry Sound solemnly declare that all the statements contained in this application 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 and by virtue of the **CANADA EVIDENCE ACT**.

DECLARED BEFORE ME at the Town of Parry Sound
in the District of Parry Sound this 24th day of February, 2025.



A Commissioner of Oaths



Signature of Owner or authorized Applicant / Agent

**Patrick James Christie, a Commissioner, etc.,
Province of Ontario, for
Parry Sound Area Property Consulting Inc.
Expires September 4, 2027**

Key Map

Long Lake

Subject Land

Georgian Bay

0 200 400 800 1,200 1,600 Meters

Chumpey Island

Cananda Island

Double Island

Fraser Island

Landing Island

Langport Island

Lookout Island

Leland Island

Redwell Island

Brooker Islands

Zephyr Island

H. A. Gray Island

Pross Island

Electric Island

Chase Island

Richards Island

Barrett Island

Rogers Island

Tabou Island

Leaman Island

Mayne Island

Pease Island

Round Island

Phosphate Island

Knappa Island

Touchet Island

Maryscoe Island

Chesapeake Monument Island

