



**MUNICIPALITY OF DYSART ET AL
REQUEST FOR ZONING CONFIRMATION AND COUNCIL SUPPORT
GROUND MOUNTED SOLAR PROJECTS**

INFORMATION SHEET

1. Zoning Prerequisite

In accordance with Provincial direction, applications will only be accepted on property zoned for rural, commercial, institutional or industrial uses.

2. Completion of Application

The attached application form is to be completed and submitted to the Dysart Planning and Land Information Department. In all cases, please ensure that you keep a copy for your files.

The application cannot be processed if insufficient or inaccurate information is provided. Complete the application and provide as much information as possible. The applicant is advised to approach the Planning Department for Official Plan, Zoning and policy information before making a formal application.

3. Authorization of Agent

The application is to be completed by the property owner or his authorized agent. Where the application is being submitted by an agent, the written authorization of the owner is required. Section "D" of the application form is provided for this purpose.

4. Application Fee and Planning Services Acknowledgement

Each application shall be accompanied by a certified cheque, payable to the Municipality of Dysart, in the amount of \$50.00, and shall be accompanied by one signed, witnessed and dated copy of the attached "Planning Services Acknowledgement".

5. Plans Required

Each application shall be accompanied by two (2) copies of a plan, produced in a digital format or on paper no larger than 11"x17", showing:

- (a) The boundaries and dimensions of the property.
- (b) The proposed "facility location". The dimensions of the "facility location" are to be accurately shown on the plan. Indicate whether clearing of trees is necessary and if so, the acreage to be cleared.
- (c) The accurate location, size and type of all proposed and existing buildings and structures (including the solar facility) on the property.
- (d) The distance from side, rear and front lot lines of all existing or proposed buildings and structures (including the solar facility).
- (e) The location, width and names of all roads within or abutting the property, indicating whether they are public travelled roads, private roads or rights of way or unopened road allowances.
- (f) The location of all natural and artificial features on the property (*i.e. wells, septic tanks, drainage ditches, watercourses, slopes, swamps, wooded areas*), the location of any of these features on adjacent lands which may affect the proposal, and any proposed changes to the land, such as grading, blasting, planting or channelization.
- (g) The use of adjoining lands (*i.e. residential, agricultural, commercial, etc.*).
- (h) The proposed visual screening, in accordance with Ministry of Energy direction.
- (i) The location and nature of any restrictive covenant or easement affecting the property.

6. Declaration Required

The contents of this application and any maps/appendices shall be validated by the applicant in the form of a statutory declaration before a Commissioner or other person empowered to take affidavits.

7. Responsibility of Applicant

The filing of this application is considered as an undertaking by the applicant to accept all conditions as herein set forth.

8. Effective Date

The effective date of this application shall be deemed to be that on which it is received with sufficient information.

9. Submission

Mail or deliver the application to: Municipality of Dysart et al, Planning Department
135 Maple Ave
P.O. Box 389
Haliburton, Ontario K0M 1S0

REQUEST FOR ZONING CONFIRMATION AND COUNCIL SUPPORT: GROUND MOUNTED SOLAR PROJECTS

OFFICE USE ONLY

Date Application Received: _____ File Number: _____
Date Application Deemed Complete: _____ Application Fee: \$ _____ Receipt: _____

The undersigned hereby applies to the Municipality of Dysart et al for a request for zoning confirmation and Council support for the lands described herein.

SECTION "A" - OWNER AND OWNERSHIP INFORMATION

1. Name of Owner(s): _____
Telephone No.: Residence: _____ Office: _____
Address: _____
Postal Code: _____
E-mail address: _____
2. Name of Agent (*if any*): _____
Telephone No.: Residence: _____ Office: _____
Address: _____
Postal Code: _____
E-mail address: _____

Note: Unless otherwise requested, all communications will be sent to the agent, if any.

SECTION "B" - DESCRIPTION OF SUBJECT LAND

3. Legal Description of subject land:
Lot: _____ Concession: _____
Lot/Part: _____ Plan: _____
Geographic Township of: _____
Civic Address: _____
4. Dimensions of Subject land:
Area: _____ Frontage: _____
5. Dimensions of "facility location":
Area: _____ Frontage: _____
6. Project Size;
10kW to ≤10MW: _____ >10MW: _____

7. How are the subject lands accessed?

Provincial Highway (name): _____

County Road (name): _____

Municipal Road (name): _____

Private Right of Way (name): _____

SECTION "C" - PLANNING INFORMATION

8. Official Plan Designation: _____

9. Zone Classification: _____

10. Land Use:

(a) Existing Land Uses: *(give detailed description - be specific)*

(b) Is the cutting of trees or other vegetation required: *(give details)*

(c) Dates Existing Land Uses Established:

(d) Neighbouring Land Uses: *(give detailed description - be specific)*

11. Location of "off-property distribution line":

12. Is the property presently the subject of any other applications under the Planning Act?

(a) Application for official plan amendment Yes ___ No ___ File No. _____

(b) Application for consent (*severance*) Yes ___ No ___ File No. _____

(c) Application for subdivision/condominium approval Yes ___ No ___ File No. _____

(d) Application for minor variance Yes ___ No ___ File No. _____

SECTION "D" AUTHORIZATION

If the applicant is not the owner of the land that is subject of this application, the owner must complete the following or a similar authorization:

I/We, _____, am/are the registered owner(s) of the lands subject of this application and I/we hereby authorize _____ to prepare and submit this application on my/our behalf and, for the purposes of the Freedom of Information and Protection of Privacy Act, to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

(Date)

(Signature of Owner)

(Date)

(Signature of Owner)

SECTION "E" CONSENT OF THE OWNER

The owner must also complete the following or a similar authorization:

I/We, _____ am/are the registered owner(s) of the lands subject of this application and, for the purposes of the Freedom of Information and Protection of Privacy Act, I/we hereby 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. I/We also authorize and consent to representatives of Council, committee members, municipal staff and/or any consultant/professional employed by the municipality for the purpose of processing this application, entering upon the lands subject of this application for the purpose of conducting any site inspections as may be necessary to assist in the evaluation of this application.

(Date)

(Signature of Owner)

(Date)

(Signature of Owner)

SECTION "F" - AFFIDAVIT

I, WE _____ of the Township/Town/City of _____
_____ in the County/District/Region of _____
solemnly declare that all of the above statements contained in this application are true and I, we 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 _____)
_____)
of _____ in the _____)
_____)
of _____ this _____)
day of _____, 20_____)

Signature of Owner(s) - or Authorized Agent

Signature of Commissioner, etc.

The following acknowledgement must be signed by the registered owner(s), witnessed and dated:

SECTION "G" – PLANNING SERVICES ACKNOWLEDGEMENT

The filing of this application is considered as an undertaking by the registered owner(s) to accept all terms and conditions as set forth herein. Where the applicant is not the registered owner(s), the owner will be responsible for any and all outstanding costs related to the processing of this application.

APPLICANT'S RESPONSIBILITY:

1. The Applicant agrees to provide the Municipality with the following:
 - (a) Any information in the Applicant's possession concerning all planning matters with respect to this application.
 - (b) All surveys, drawings, sketches or plans as required to process this application.
 - (c) The required application fee as follows: \$50.00 per individual property inquiry.
2. The Applicant understands and agrees that they will be responsible for the full cost of the Municipality's expenses at the hearing.

SITE VISITS:

3. The Owner(s) acknowledges that Municipal staff, Councillors or Committee members may be required to visit the property which is the subject of this application in order to process this application. The Owner(s) consents to such site visits as may be required.
4. The Owner(s) acknowledges that the processing of this application may require the taking of pictures, either still or video, of the subject property. The Owner(s) consents to such pictures as may be required.

DEPOSITS / INVOICES:

5. Where the Municipality finds it necessary to make use of professional assistance in the processing of this application, the Municipality will request a deposit from the applicant to cover the cost of the service and processing of the application will not continue until the deposit is received by the Municipality. An initial deposit of \$5,000.00 will be requested upon submission of the application. Additional funds will be requested as required to pay expenses. The Municipality will maintain accurate records and provide a statement of account upon request from the applicant. The applicant agrees to pay promptly, interim accounts from time to time in respect of all reasonable expenses incurred by the Municipality, payment for which has been made by the Municipality or invoices for which have been received by the Municipality.

WITNESSED BY:

Per: _____
Signature of Owner

Per: _____
Signature of Owner

DATE: _____ 20 _____