

# Official Plan/Zoning By-law Amendment Application Guide

(Application for approval under Sections 17, 22, 34, 36 and/or 39 of the *Planning Act, R.S.O. 1990*)

## A. Applying for an Amendment to the Official Plan and/or Zoning By-law

The attached application form is to be used only when applying to the Town of Caledon for an amendment to the Official Plan and/or Zoning By-law, or a Temporary Use By-law. The application must be completed in full and submitted together with the required application information, fees, reports and plans listed below, to the Town of Caledon Development Approval and Planning Policy Department.

In order to meet processing time frames, the applicant is advised that pre-consultation with appropriate authorities during completion of the application is key to ensure identification of all issues and in particular, requirements for supporting documentation reports.

## B. Using the Application Form

1. The attached application form **must be fully completed** including the applicants' affidavit, registered owners certificate and Schedule I and returned to the Town of Caledon together with the number of copies identified on the DART Form. Please ensure that you keep a copy for your files.
2. The application should be completed by the applicant or their authorized agent. The written authorization of the **registered owner and affidavit of the applicant** must also accompany the application. For your convenience, an authorization and affidavit section has been included in the attached application.
3. It is the responsibility of the applicant to research and evaluate the site and the proposal to ensure that the development will conform with the interests of the health, safety, convenience and welfare of the present and future residents. Any pertinent information should be reflected in the application form.
4. As noted on the application form, certain infrastructure projects necessary to service developments are subject to the provisions of the Environmental Assessment Act. The applicant is advised to consult with their engineering consultant to provide determination in this matter.
5. Where additional support materials such as environmental, noise abatement, planning or engineering reports are required, these reports and background information must be submitted with the application. The DART Form will indicate the number of copies of material required to be submitted.

## C. Drawings

The Planning Act requires that the applicant shall provide information as prescribed in Ontario Regulations 543/06 & 545/06 when

submitting application to amend the Official Plan and Zoning By-law or permit a temporary use. Some of this information can best be provided graphically. Drawing requirements differ depending on the nature of each application. The DART Form will indicate the submission material and number of copies required to be submitted with the application.

The drawings must be drawn to scale with all dimensions shown in metric units. Each drawing shall be individually folded to 8 1/2 x 11 and two (2) reductions of each drawing, 8 1/2 x 11 in size, on photographic paper (KP5) will be required. If further copies or additional drawings are required, the applicant will be notified. The applicant shall also provide 3 compact discs containing each drawing that is geo-referenced (NAD 27) in 'dxf' or 'dwg' format. Please include a file name, contact name and phone number on the label of each disc. If assistance is required please contact the Development Approval and Planning Policy Department for direction.

## D. Information to be Shown on the Drawings

### Property Survey:

- Boundaries and dimensions of the subject property and the location, size type of all existing buildings and structures on the subject property including the distance of the buildings or structures from the front, rear and side lot lines and the location of all natural and artificial features (i.e. railways, roads, watercourses, wooded areas, etc.) all certified by an Ontario Land Surveyor

### Conceptual Site Development Plan:

- North arrow, scale and legal description of property
- Location, name, width, of all roads within and abutting the subject lands
- Existing and proposed street widenings
- All proposed access locations and their widths plus existing access locations on properties abutting and on the opposite side of roads from the subject property
- Current use of abutting lands
- Any artificial or man-made features (i.e. watercourses, swales, woodlots, etc.) on or adjacent to the site
- Existing and proposed contours when significant alterations to grade are proposed
- Proposed buildings and structures proposed to be retained
- Setback of all buildings from the property boundaries
- Layout of parking spaces, aisles and driveways
- Proposed landscape areas and general treatment (i.e. berming, sodding, walkways, etc.)
- Location and design of garbage disposal



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facilities

- Summary statistics, including the building height, gross site area, gross building floor area, building coverage ratio, landscape area ratio, density and proportion of different uses, and
- Separate drawing illustrating massing and conceptual architectural design, if warranted.

#### **E. Planning Rationale and Justification**

Copies of a report clearly stating the applicant's reason for the subject application and outlining the planning rationale and justification for the approval of the application shall be submitted for amendments to the Official Plan and/or Zoning By-Law. It is beneficial to demonstrate in this rationale report how the proposal will conform to the applicable provincial policy statements. The DART Form will indicate the number of copies required to be submitted as part of an application. Cross-references to Schedule I of the application form is recommended.

#### **F. Details of the Proposed Amendments**

The applicant shall include on the application form or on separate pages:

- The specifics of the requested amendments;
- All Official Plan policy changes being proposed, including a draft Official Plan Amendment;
- All uses proposed to be accommodated by the proposed amendments; and,
- The zoning category/ies being requested, the specific zoning standards being requested, and a draft zoning by-law.

#### **G. Application Fees**

- a) A cheque in the amount of the appropriate Town of Caledon Fee, made payable to the Town of Caledon. Please refer to the Fee By-law.  
*\*The Director of the Development Approval and Planning Policy Department will determine whether an Official Plan Amendment is Minor or Major based on specific criteria.\**

- b) Conservation Authority Fees\*\*
- c) For a Town of Caledon Official Plan Amendment, a Region of Peel fee must also be made payable to the Region of Peel. Please contact the Region of Peel for more information.

#### **H. Signing the Property**

The applicant shall erect a sign in accordance with the requirements of Schedule II and file with the Development Approval and Planning Policy Department a letter agreeing to maintain the sign(s) both for structure and paint work to the satisfaction of the Director of the Development Approval and Planning Policy Department.

#### **I. Dealing with the Application**

1. After accepting the application as complete as per Sections 22(6) and 34(10.3) of the Planning Act, (this will be confirmed in writing and the application shall not be deemed to be complete until such written confirmation is received) the Town will confer with internal Town Departments and external agencies who may be concerned, to obtain information and comments.
2. Following evaluation of the application and the comments from internal departments and external agencies, as noted above, the Town will make a decision to approve or refuse the application, subsequent to the holding of a public meeting as required by Sections 22, 34, 36 & 39 of the Planning Act. If approved, conditions may be imposed by the Town.
3. Sections 22, 34, 36 & 39 of the Planning Act also provides the opportunity for any person, including the applicant or a public body, to appeal the decision of the Town to the Ontario Municipal Board. It is recommended that the applicant acquaint him/herself with the provisions of the Planning Act in this regard.

**Type of Application**

Official Plan Amendment

Zoning By-law Amendment

Temporary Use By-law

Removal of Holding Symbol

**For Office Use Only**

Major:  Minor:  Surcharge:

Town File Number Assigned: \_\_\_\_\_

Corresponding Subdivision/Condominium File Number: \_\_\_\_\_

Date Application Received: \_\_\_\_\_

Date Complete Application Accepted: \_\_\_\_\_

Application Fee Attached:

**1. Site and Legal Description**

Lot: \_\_\_\_\_ Concession: \_\_\_\_\_  
Lot/Block: 118, 152-154, 165, 167, 178, 181 & 182 Registered Plan: 43M-1251  
Part: \_\_\_\_\_ Reference Plan: \_\_\_\_\_  
Street and Number: 9023 5th Sideroad  
Dimensions (metric): Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_ Area: 2.81 ha  
Date Property was Acquired by Current Owner: \_\_\_\_\_  
Roll Number: 2124-010-0071-2600  
PIN Number: 112093

**2. Applicant Information**

Agent Name: KLM Planning Partners Inc. Attn: Keith MacKinnon  
Address: 64 Jardin Drive, Unit 1B City: Vaughan Postal Code: L4K 3P3  
Phone: 905.669.4055 Fax: 905.669.0097  
Email: kmackinnon@klmplanning.com

Applicant Name: Same as Owner  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Registered Owner: Villa Lago Residence Inc. [Redacted]  
Address: [Redacted] City: [Redacted] Postal Code: L4K 3P3  
Phone: [Redacted] Fax: [Redacted]  
Email: [Redacted]

Mortgagees or Other Encumbrances: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: L4K 3P3  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Please note:

All correspondence, notices, etc. initiated by the Town in respect of this application will, unless otherwise requested by law, be directed to the applicant's agent noted above except where no agent is employed, then it will be directed at the applicant. Where the registered owner is a numbered company, please indicate a project or development name.

**3. Official Plan Status/Amendment**

- a) Current Official Plan Land Use Designation: High Density Residential and Mixed Low/Medium Density Residential  
Applicable Secondary Plan: South Hill Land Use Plan Schedule C-2
- b) Current Region of Peel Official Plan Designation: Settlement Areas Outside the Greenbelt
- c) Proposed Town of Caledon Official Plan Land Use Designation: N/A  
Proposed Town of Caledon Applicable Secondary Plan Designation: \_\_\_\_\_
- d) Proposed Policy Deletions, Changes and/or Additions (*include policy or schedule reference number*):  
(*include proposed text where applicable, attach additional pages as required*)  
\_\_\_\_\_

**4. Zoning By-law Status/Amendment**

- Current Town of Caledon Zoning Designation(s): MP-310 and RT-67
- Proposed Zoning Designation(s) \_\_\_\_\_
- Proposed Zoning Standards: \_\_\_\_\_

*(include any and all specific zoning standards proposed which differ from those contained in the proposed zoning category plus the nature and intent of the application)*  
*(attach additional pages as required)*

**5. Temporary Use By-law Applications Only**

- a) Is this an application for a Garden Suite? Yes  No
- b) What length of time is requested for this temporary use by-law?

*(Please note: Section 29(2)(a) of the Planning Act R.S.O. 1990, c. P.13 permits the temporary use of a garden suite for a period no greater than ten (10) years. Section 39 (2)(b) permits a maximum of three (3) years for any other use.)*

- c) Supporting Argument and Reasons for Requesting the Temporary Use By-law:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(attach additional sheets if necessary)*

**6. Provincial Plan Status**

- a) Is the subject land within a provincial plan? Yes  No   
*If yes, please specify* which plans and the conformity of the proposal to the policies within the applicable plans: Provincial Policy Statement and Places to Grow Growth Plan  
\_\_\_\_\_  
\_\_\_\_\_

**7. Current Land Use?**

a) What is the current use of the subject land?  
Vacant

b) How long have these uses continued on the lands? Unknown

c) Has there been any previous industrial or commercial use on the subject lands?  
Yes  No

*If yes, please specify:* \_\_\_\_\_

d) Has the grading on the subject land been changed by adding or removing material?  
Yes  No

*If yes, please specify:* \_\_\_\_\_

e) Has there ever been a gas station or other fuel dispensing/storage facility on the subject land?  
Yes  No

*If yes, please specify:* \_\_\_\_\_

f) Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent lands?  
Yes  No

*If yes, please specify:* \_\_\_\_\_

Are there any existing buildings on the subject lands?

Yes  No

*If yes, please specify* the date any existing buildings/structures were constructed: \_\_\_\_\_

If yes to 7(g), each existing building, its type, use height, floor area, and setbacks from the front, rear and side property boundaries, shall be shown on the property survey required to be submitted with this application.

If yes to 7(c), and/or 5(e), please contact the Director of Development Approval and Planning Policy or their designate to determine if an environmental assessment is required and submit 5 copies of the same with this application.

**8. Proposed Land Use**

a) What is the proposed use of the subject land? (attached additional pages as required)  
119 townhouse dwellings, 104 of which will be condominium tenure, 14 will be freehold

b) Are there any new buildings, and/or site improvements proposed for the subject land?  
Yes  No

*If yes, each proposed building, its type, use height, floor area, setbacks from the front, rear and side property boundaries, and all other proposed site improvements shall be shown on the conceptual site development plan required to be submitted with this application.*

**9. Status of Other Applications Under the Planning Act**

a) Are the lands, or any lands within 120 metres, subject to any other application under the Planning Act including an Official Plan Amendment, a Zoning By-law Amendment, a plan of subdivision or condominium, a minor variance, a consent, a site plan or an application for exemption from part lot control? Is the building(s) under construction?  
Yes  No

*If yes, please provide:*

Type of application(s): Draft Plan of Subdivision, Draft Plan of Condo, Site Plan applications being filed concurrently

Name of Approval Authority(s): \_\_\_\_\_

File Number(s): \_\_\_\_\_

Status of Application(s): \_\_\_\_\_

b) Have the subject lands been subject to a previous application to amend the official plan or zoning by-law?  
Yes  No

*If yes, please provide:*

File Number(s): \_\_\_\_\_

Outcome of Application(s): \_\_\_\_\_

c) Have the subject lands been subject to a Minister's Zoning Order?  
Yes  No

*If yes, please specify and indicate the Ontario Regulation number of that order:* \_\_\_\_\_

d) Indicate the effect of this/these other application(s) on the subject proposal.  
\_\_\_\_\_  
\_\_\_\_\_

**10. Proposed Servicing**

Complete the following in full including whether all identified technical information requirements are attached. Before undertaking any action requirements consult with appropriate authorities to determine details.

**SEWAGE DISPOSAL**

| Service Type                                | Development Proposed   | Y/N | Action Required   | Attached |
|---|--|-----|---|----------|
| Municipal piped sewage system               | Any development on municipal service                             | y   | Confirmation of service capacity will be required during processing |          |
| Municipal or private communal sewage system | More than 5 lots/units or more than 4500 litres per day effluent |     | Servicing options statement and hydrogeological report              |          |
|   | 5 or less lots/units or less than 4500 litres per day effluent   |     | Hydrogeological sensitivity certification                           |          |
| Individual private septic systems           | More than 5 lots/units or more than 4500 litres per day effluent |     | Servicing options statement and hydrogeological report              |          |
|   | 5 or less lots/units or less than 4500 litres per day effluent   |     | Hydrogeological sensitivity certification                           |          |
| Other                                       | To be described by applicant                                     |     | To be determined  |          |

**WATER SUPPLY**

|  |   |   |   |  |
|--|---|---|---|--|
| Municipal piped water system               | Any development on municipal service  | y | Confirmation of service capacity will be required during processing |  |
| Municipal or private communal water system | More than 5 lots/units and non residential where water used for human consumption |   | Servicing options statement and hydrogeological report              |  |
|  | 5 or less lots/units and non residential where water used for human consumption   |   | Hydrogeological sensitivity certification                           |  |
| Individual private wells                   | More than 5 lots/units and non residential where water used for human consumption |   | Servicing options statement and hydrogeological report              |  |
|  | 5 or less lots/units and non residential where water used for human consumption   |   | Hydrogeological sensitivity certification                           |  |
| Other                                      | To be described by applicant  |   | To be determined  |  |

**STORM DRAINAGE**

|                        |                                      |   |  |  |
|------------------------|--------------------------------------|---|--|--|
| Piped sewers           | Any development on piped service     | y | Preliminary stormwater management plan. Stormwater management study may be required during application processing. |  |
| Open ditches or swales | Any development on non-piped service |   |  |  |

**ROADS AND ACCESS**

|                                      |                 |   |  |  |
|--------------------------------------|-----------------|---|--|--|
| Is access available to public roads? | All development | y | A traffic study may be required during application process |  |
|--------------------------------------|-----------------|---|--|--|

**UTILITIES**

|                                     |                         |  |   |  |
|-------------------------------------|-------------------------|--|---|--|
| Easements and restrictive covenants | Any adjacent or on site |  | All existing easements and covenants to be shown and effect described on the draft plan |  |
|-------------------------------------|-------------------------|--|---|--|

**11. Environmental Assessment Act**

Are any water, sewage, or road works associated with the proposed development considered as Schedule C works under the Environmental Assessment Act?


Yes  No

If yes, such works must be identified and described and the applicant must demonstrate how requirements of the Act will be addressed.

**15. Affidavit of Applicant**

I, Michael Paradisi of the City of Toronto in the Province of Ontario solemnly declare that all above statements contained within the application are true, and I make this solemn declaration conscientiously believe 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 City of Vaughan in the Region of York this 10 day of May ~~June~~ 20 16

  
Draga Louise Kennedy, a Commissioner  
etc., Regional Municipality of York for  
~~K-M Planning Partners Inc.~~  
~~A Commissioner of Oaths~~  
Expires September 5, 2018

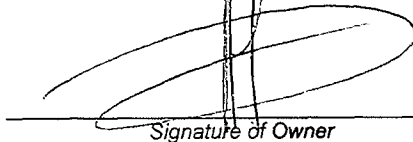
  
Signature

**16. An Applicant's Certificate Shall be Provided and Signed on the Draft Plan**

**17. Registered Owner's Authorization**

The owner(s) must complete the following:  
As of the date of this application, I am (we are) the registered owner(s) of the lands described in this application, I (we) have examined the contents of this application, certified as to the correctness of the information submitted with the application, insofar as I (we) have knowledge of these facts, and concur with the submission of this application to the Town of Caledon.

May 30, 2016  
Date  
  
\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Date

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

**Schedule I**

**Site Features and Constraints Concerning Matters of Provincial Interest**

The following features are matters of Provincial Interest and/or relate to the Provincial Policy Statement. Please indicate if they are located on the subject property or abutting property and advise if the required technical information to demonstrate consistency with Provincial Policy is attached. Before undertaking any action requirements consult with appropriate authorities to determine details.

| Policy | Features/ Constraints  | Action Required   | Yes On-site   | Yes off-site but within 500 metres | No | Identify where the action required has been addressed |
|--------|--|---|---|------------------------------------|----|---|
| 1.1.1  | Non-farm development outside of urban areas and designated settlement areas or expansions of same  | Development proposed outside of or the expansion of these areas require a Justification Analysis                                    |   |                                    | N  |   |
| 1.1.3  | Class I industry. (Small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only)                   | A feasibility study is needed for:<br>a) residential and other sensitive uses within 70 metres of a Class I industry or vice-versa; |   |                                    | N  |   |
|        | Class II Industry. (Medium scale, processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic) | b) residential and other sensitive uses within 300 metres of a Class II industry or vice-versa; and                                 |   |                                    | N  |   |
|        | Class III Industry within 1000 metres. (Processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions)  | c) residential and other sensitive uses within 1000 metres of a Class III industry or vice-versa.                                   |   |                                    | N  |   |
|        | Landfill site  | A landfill study to address leachate, odour, vermin and other impacts is needed.  |   |                                    | N  |   |
|        | Sewage treatment plant   | A feasibility study is needed for residential and other sensitive uses.   |   |                                    | N  |   |
|        | Waste stabilization pond   |   |   |                                    | N  |   |
|        | Active railway lines   | Within 100 metres, a feasibility study is needed for development  |   | Y                                  |    | Noise Study   |
|        | Controlled access highways or freeways, including designated future ones   |   |   |                                    | N  |   |
|        | Electric transformer stations  |   | Within 200 metres, a noise study is needed for development. |                                    |    | N   |



| Policy  | Features/Constraints   | Action Required  | Yes On-site | Yes off-site but within 500 metres | No | Identify where the action required has been addressed |
|---------|--|--|-------------|------------------------------------|----|---|
| 1.1.3   | Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater   | A feasibility study is needed for:<br>a) Group 1 uses (residential) between the 28 and 30 NEF/NEP contour. At or above the 30 NEF/NEP contour development may not be permitted. Redevelopment of existing residential uses may be considered above 30 NEF/NEP provided that it has been demonstrated that there will be no negative impacts on the long-term function of the airport.<br>b) Group 2 uses (office/commercial) at or above the 30 NEF/NEP contour.<br>c) Group 3 uses (industrial) at or above the 35 NEF/NEP contour. |             |                                    | N  |   |
| 1.2.1   | Affordable Housing   | Encourage housing forms and densities designed to be affordable to moderate and lower income households.   |             |                                    |    |   |
| 1.3.3   | Transportation and infrastructure corridors  | The continuous linear characteristics of significant transportation and infrastructure corridors and rights-of-way to be protected.  |             |                                    | N  |   |
| 2.1.3   | Prime agricultural land  | Only agricultural, secondary and agricultural related uses are permitted within prime agricultural area designations. Removal of lands from prime agricultural areas will require a Justification Study.   |             |                                    | N  |   |
| 2.1.4   | Agricultural operations  | A separation distance calculation under the Minimum Distance Separation Formula for non-agricultural uses to be complied with and submitted concurrently with the application.   |             |                                    | N  |   |
| 2.2.3.2 | Existing pits and quarries   | It must be demonstrated that proposed development will not preclude the continued use of existing pits and quarries.   |             |                                    |    |   |
| 2.2.3.3 | Protection of mineral aggregate resources  | Within or adjacent to mineral aggregate resource areas, justification is needed for non-mineral aggregate development.   |             |                                    |    |   |
| 2.3.1   | Significant portions of habitat of endangered and threatened species   | Within this feature, development is not permitted. Within 50 metres an Environmental Impact Study is needed.   |             |                                    |    |   |
| 2.3.1   | Significant woodlands and valleylands, significant areas of natural and scientific interest (ANSI), significant wildlife habitat, fish habitat | Except for fish habitat and valleylands, within these features or within 50 metres of the feature, an Environmental Impact Study is needed for proposed development. Within 30 metres of a valleyland, an Environmental Impact Study is needed which must include fish habitat.  |             |                                    |    |   |

| Policy | Features/Constraints  | Action Required  | Yes On-site | Yes off-site but within 500 metres | No | Identify where the action required has been addressed |
|--------|---|--|-------------|------------------------------------|----|---|
| 2.3.1  | Significant wetlands  | Within significant wetlands development is not permitted. Within 120 metres, and Environmental Impact Study is needed.   |             |                                    |    |   |
| 2.3.3  | Diversity of natural features and their natural connections   | Within 50 metres of a significant natural corridor an Environmental Impact Study is needed.  |             |                                    |    |   |
| 2.4.1  | Surface water, groundwater, sensitive groundwater recharge/discharge areas, headwaters and aquifers | It must be demonstrated that the quality and quantity of these features will be protected or enhanced.   |             |                                    |    |   |
| 2.5.1  | Significant cultural heritage landscapes and built heritage resources                               | Development to conserve significant cultural heritage landscapes and built heritage resources.   |             |                                    |    |   |
| 2.5.2  | Significant archaeological resources  | In areas containing significant archaeological potential and resources, these resources are to be studied and preserved, or where appropriate, removed, catalogued and analyzed prior to development. Contact Heritage Resource Officer  |             |                                    |    |   |
| 3.1.1  | Erosion hazards and unstable soils or bedrock   | Areas of unstable soils or bedrock and within the 100-year erosion limit of ravines, river valleys and streams, development should be restricted.  |             |                                    |    |   |
| 3.1.2  | Flooding hazards  | Within the regulatory shoreline, a feasibility study is needed, but within defined portions of the dynamic beach and defined portions of the 100-year flood level along connecting channels, development should be restricted.   |             |                                    |    |   |
| 3.1.2  | Flood plains  | Where one zone flood plain management is in effect, development is not permitted within the flood plain. Where two-zone flood management is in effect, development is not permitted within the floodway. Where a Special Policy Area (SPA) is in effect, development must meet the official plan policies for the SPA. |             |                                    |    |   |
| 3.2.1  | Mine hazards or former mineral resource operations  | Development on or adjacent to such features will only be permitted if satisfactory rehabilitation measures have been completed.  |             |                                    |    |   |
| 3.2.2  | Contaminated sites  | In areas of possible soil contamination, an inventory of previous uses is needed and site restoration to ensure no adverse effect.   |             |                                    |    |   |

SCHEDULE II

SIGNING OF THE PROPERTY

The Corporation of the Town of Caledon requires, on all applications for amendments to the Official Plan and Zoning By-law and applications for Temporary Use By-Laws, that the applicant erects a sign(s) on the proposed property in accordance with the following requirements:

- a) Upon applying for an amendment to the Official Plan and/or Zoning By-law the applicant shall erect and maintain in a structurally sound condition, the required sign(s). The cost of the sign(s) is the responsibility of the applicant.
- b) Sign Specifications:
  - i) Size: The sign must be 1.2 metres wide by 1.2 metres high with a 0.6 metre ground clearance.
  - ii) Material: It is recommended that the sign be constructed using a 19 mm exterior grade plywood panel. Vertical structural members should be 100 mm by 100 mm fir, installed to a depth of 1.2 metres below grade: 50 mm by 50 mm horizontal fir stringers should be located behind the top, bottom and centre of the sign panel.
  - iii) Paint: Sign panels and all structural members must be painted with a quality paint. Lettering to be black inscribed on a white background.
  - iv) Lettering: The sign is to be professionally lettered or silk screened, using upper case letters, size 50 mm and 100 mm.
  - v) Location: One sign shall be erected along each street frontage of the property, and shall be erected at a minimum distance of 6 metres from the lot line and midway between the adjacent property lines.
  - vi) Wording: The sign for only a proposed Official Plan Amendment will read as follows:

\_\_\_\_\_ HAS APPLIED FOR  
(NAME OF APPLICANT)  
AN OFFICIAL PLAN AMENDMENT FROM \_\_\_\_\_ TO \_\_\_\_\_  
(EXISTING) (PROPOSED)  
TO PERMIT 119 Townhouse Dwellings \_\_\_\_\_ ON THIS PROPERTY

PUBLIC COMMENT IS INVITED  
FOR FURTHER INFORMATION CONTACT  
TOWN OF CALEDON  
PLANNING AND DEVELOPMENT DEPARTMENT  
(905) 584-2272  
FILE NO.: POPA \_\_\_\_\_

The sign for only a proposed Zoning By-law Amendment will read as follows:

Villa Lago Residences Inc. HAS APPLIED FOR  
(NAME OF APPLICANT)  
A REZONING FROM \_\_\_\_\_ TO \_\_\_\_\_  
(EXISTING) (PROPOSED)  
TO PERMIT 119 Townhouse Dwellings ON THIS PROPERTY

PUBLIC COMMENT IS INVITED  
FOR FURTHER INFORMATION CONTACT

**TOWN OF CALEDON**

DEVELOPMENT APPROVAL AND PLANNING POLICY DEPARTMENT

(905) 584-2272

FILE NO.: RZ \_\_\_\_\_

The sign for a proposed Official Plan and Zoning By-law Amendment will read as follows:

Villa Lago Residences Inc. HAS APPLIED FOR  
(NAME OF APPLICANT)  
AN OFFICIAL PLAN AMENDMENT FROM \_\_\_\_\_ TO \_\_\_\_\_  
(EXISTING) (PROPOSED)  
AND A REZONING FROM \_\_\_\_\_ TO \_\_\_\_\_  
(EXISTING) (PROPOSED)  
TO PERMIT 119 Townhouse Dwellings ON THIS PROPERTY

PUBLIC COMMENT IS INVITED

**FOR FURTHER INFORMATION CONTACT**

TOWN OF CALEDON

DEVELOPMENT APPROVAL AND PLANNING POLICY DEPARTMENT

(905) 584-2272

FILE NOS.: POPA \_\_\_\_\_ AND RZ \_\_\_\_\_

The sign for a proposed Temporary Use By-Law will read as follows:

Villa Lago Residences Inc. HAS APPLIED FOR  
(NAME OF APPLICANT)

A TEMPORARY USE BY-LAW

*TO PERMIT* 119 Townhouse Dwellings *ON THIS PROPERTY*

PUBLIC COMMENT IS INVITED

FOR FURTHER INFORMATION CONTACT

TOWN OF CALEDON

DEVELOPMENT APPROVAL AND PLANNING POLICY DEPARTMENT

(905) 584-2272

FILE NO.: RZ \_\_\_\_\_

- c) The photo(s) illustrating the required sign(s) erected on the subject property must be submitted to the Development Approval and Planning Policy Department **prior to circulation of the application.**
- d) Once an amendment to the Official Plan and/or Zoning By-law, or Temporary Use By-Law has been dealt with by the Town of Caledon Council, the sign on the property should be removed. If the sign is not removed within 30 days of receiving notification of approval from the Town of Caledon staff, the Town will take the sign down and charge the applicant accordingly through taxes.

