



BROCKVILLE
CITY OF THE 1000 ISLANDS

CITY OF BROCKVILLE
One King Street West, P.O. Box 5000
Brockville, Ontario K6V 7A5
Tel. (613) 342-8772 Fax (613) 498-2793

**APPLICATION FOR
AMENDMENT TO SIGN
BY-LAW 84-89**

TO BE COMPLETED BY THE PLANNING DEPARTMENT:			
<i>Date Submitted:</i>	<i>Date Complete:</i>	<i>Fee Rec'd:</i>	<i>File No.:</i>
1.0 Ownership Information			
Name of Property Owner:			
Address (include postal code):			
Telephone No.:	Fax No.:	Email:	
2.0 Applicant/Agent Information: (Note: If the applicant is an authorized agent, Section 9 of this application must be completed.)			
Name of Applicant/Agent:			
Address (include postal code):			
Telephone No.:	Fax No.:	Email:	
3.0 Legal description and municipal address of subject land (municipality, concession number, lot(s) number, part(s) number, registered plan number, reference plan number, name of street and street number):			
<small>(Note: A legal survey plan or a property plan accurately drawn to scale will be required when the application is submitted. This drawing must show existing and proposed buildings and signs. If the proposed sign overhangs City lands, pedestrian walkways or vehicle driveways, the drawing must also indicate the relationship of the sign to the property line and proposed finished grade.</small>			
4.0 Easement(s) or Restrictive Covenants:			
Are there any easements or restrictive covenants affecting the subject land?		Yes	No
If yes, describe the easement or covenant and its effect:			

5.0 Information regarding the subject land:

**Lot:
Frontage (m):**

Depth (m):

Area (m2):

Existing Use:

Existing Buildings:

Are any of the buildings designated as being historically or architecturally significant?

6.0 Official Plan Designation:

7.0 Zone as per City of Brockville Zoning By-law 050-2014, as amended:

8.0 Proposed Amendment:

Describe, in detail, the nature of the proposed amendment(s) to the Sign By-law and the reasons why the existing provisions of the By-law cannot be met. (Use separate sheet if necessary.)

9. Authorizations:

- a) If the applicant/agent is not the owner of the land that is the subject of this application, the written authorization of the owner stating that the applicant/agent is authorized to make the application must be included with this form or the authorization set out below must be completed.

**Authorization of Owner for Applicant/Agent
to Make the Application**

I, _____, am the owner of the land that is the subject of this application and I consent and authorize _____ to make this application on my behalf.

Date: _____ Signature of Owner: _____

- b) If the applicant/agent is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant/agent is authorized to provide personal information respecting the owner must be included with this form or the authorization set out below must be completed.

**Authorization of Owner for Applicant/Agent
to Provide Personal Information**

I, _____, am the owner of the land that is the subject of this application and for the purpose of the **Freedom of Information and Protection of Privacy Act**, I authorize _____, as my applicant/agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date: _____ Signature of Owner: _____

10. Consent of the Owner:

The written authorization of the owner concerning the use and disclosure of personal information must be included with this form or the authorization set out below must be completed.

**Consent of the Owner to the Use
and Disclosure of Personal Information**

I, _____, am the owner of the land that is the subject of this application and for the purpose of the **Freedom of Information and Protection of Privacy Act**, I 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: _____ Signature of Owner: _____

11. Applicant/Agent Declaration: *(this must be completed by the applicant/agent)*

Applicant/Agent Declaration

I, _____ of the _____
(Name of Applicant) (Name of City, Town, Township, etc.)

in the _____ solemnly declare that all the statements contained in
(Region, County, District)

this application and all supporting documents are true and complete, 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:

Region/County/District of _____

in the Municipality of _____

this _____ day of _____, 20____.

Commissioner of Oaths

Signature of Applicant/Agent

12. Authority to Enter Land and Photograph

By signing this document, you agree to grant the City permission to attend, photograph and conduct inspections of the lands subject to this application as part of the City's review and processing of this application.

13. Notes: Information required to be filed:

- One (1) copy of the completed application.
- One (1) copy of the sketch described in Section 3 of the application (8.5" x 14").
- Application fee: See **Appendix 1** Attached
- Payment for required fees can be made by cheque or money order payable to the Corporation of the City of Brockville; also by debit or credit card (VISA or Master Card).

14. Signature of Applicant:

Applicant/Agent: _____ **Date:** _____
(Owner or Applicant/Agent)

PLANNING FEES 2019 (including Finance Office and Fire Dept.)
in accordance with City of Brockville By-Law No. 020-2019
(Effective April 1, 2019)
(all Planning Fees are tax exempt)

APPENDIX "1"

MINOR VARIANCE AND CONSENT FEES	
<i>Applications for Minor Variance and Consent are required to be submitted with the required fees noted below; including CRCA fees if applicable.</i>	
Application for Minor Variance or Consent	\$720.00 per application
Concurrent Applications for Minor Variance and Consent for the same lands	\$1,120.00 (total)
Modifications to an Application for Consent or Minor Variance requiring a second or subsequent public meeting	\$410.00 per application
Request to Change Conditions of a Provisional Consent	\$230.00
Certificate of Validation	\$390.00
Cataraqui Region Conservation Authority (CRCA) Fees: Should the lands that are the subject of an application for minor variance or consent be within the CRCA Screening Area as depicted in the Official Plan for the City of Brockville, or otherwise at the discretion of the Director of Planning, CRCA review is required.	Payment of said fees shall be made payable to the CRCA.

CASH-IN LIEU OF PARKING	
Processing of Cash-in-Lieu of Parking Agreements	\$585.00 per agreement*

DEVELOPMENT CHARGE DEFERRABLE AGREEMENTS	
Processing of Development Charge Deferral Agreements	\$220.00, plus \$25.00 per Lot/per Unit*
Lot Releases – Development Charge Deferral Agreements	\$125.00 per release/request*

**Plus registration fee - \$120.00 (refundable if registered by Applicant)*

AMENDMENTS TO CITY OF BROCKVILLE SIGN BY-LAW	
Amendment to Sign By-law:	\$615.00 per application