



City of Niagara Falls Application for an Amendment to the Sign By-law

PRECONSULTATION

Preconsultation with City Planning staff is required. Preconsultation identifies the information required to commence the processing of an application. Preconsultation does not imply or suggest any decision whatsoever on behalf of City staff or the City of Niagara Falls to either support or refuse the application.

COMPLETE APPLICATION

The information requested herein, along with the appropriate application fee and a signed preconsultation checklist, is required to constitute a “complete” application. A complete application includes all information required by By-law 2008-224.

Until all required information has been submitted, the City may refuse to accept or further consider the requested amendment.

Application Fee	-	\$5,600.00
Regional Niagara Review fee (Payable to 'Regional Municipality of Niagara' at the time of application, if necessary)	-	\$ 575.00

All information is to be forwarded to:

Planning & Development
City of Niagara Falls
4310 Queen Street
P.O. Box 1023
Niagara Falls, ON L2E 6X5



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REQUIRED INFORMATION

- It is the responsibility of the applicant or authorized agent to complete the particulars required hereunder and to supply all of the requested documents to Planning & Development:
 - 12 (twelve) copies of this application, plus 1 (one) digital.
 - 12 (twelve) copies of the deed to the property, plus 1(one) digital copy, if available.
 - 12 (twelve) copies of surveys or reference plans for the land.
 - 12 (twelve) copies of a site plan and elevation plans (see below) and any other material (studies) which are relevant to the proposal and 1 (one) digital copy of each plan and study.
 - 1 (one) full size coloured rendering of the site and an elevation. A sign uniformity plan is required for applications involving fascia signs. All buildings should be coloured following these guidelines:

Single Detached Residential	-	Yellow	Industrial	-	Blue	Tourist Commercial	-	Red
Multiple Attached Residential	-	Orange	Institutional	-	Brown			

All on-site landscaping should be coloured green. Any landscaping on the City's/Region's road allowance should not be coloured.

PRELIMINARY SITE PLAN REQUIREMENTS

- Twelve (12) copies of a preliminary Site Plan and one 8½" by 11" or 14" photo reduction are required to be submitted with any Zoning or Official Plan amendment application. The site plan must provide sufficient details of the intended development in order to assist in understanding the proposal. Generally, the following information should be included in the proposed site plan.

(a) Detail of Development

Lot Area	Square Metres
Building Coverage	Square Metres & % of Lot Area
Total Building Size	Square Metres
Building Height	Metres & Storeys
Landscaped Area	Square Metres & % of Lot Area

(b) Sign Details

- Location (including setbacks from all property lines)
- Area (total of all signs as well as individually)
- Height

(c) Design Details (Basic Information)

- Future road widenings
- Property boundaries (plan to show dimensions)
- Location of buildings (plan to show dimensions from property boundaries)
- Maximum dimensions of buildings (size and type)
- Distance between buildings
- Layout and dimensions of roadways, including their name and status, driveways, ramps and parking areas that are on or adjacent to the subject lands or may affect this application
- Location of natural features such as existing trees and watercourses, etc.
- North arrow (preferably the drawing shall be oriented to have a vertical north line)
- Metric Scale (preferably 1 to 100, 200, or 400)
- All printing shall be clear and legible
- General location map
- Existing and proposed utility features on road allowance (fire hydrants, sidewalks, poles, etc.)
- the location and nature of any easement affecting the subject land
- natural/built drainage features



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<i>For office use only</i>	
Application No.:	
Date of Preconsultation Meeting:	Staff/Planner:
Date Application Received Complete:	Staff/Planner:
Fee Received: \$ _____	

Date Received:

For office use only

CONTACT INFORMATION:

Name/Title	Primary Contact <i>(check one only)</i>	Mailing Address	Phone No. Fax No. Email address:
Applicant:			Ph.: Fax: Email:
<i>Note: If a Corporation, please provide names of Directors and Officers on a separate sheet An Owner's Authorization is required if the applicant is not the Owner (see page 7)</i>			
Registered Owner:			Ph.: Fax: Email:
Agent:			Ph.: Fax: Email:
Planner/Solicitor:			Ph.: Fax: Email:

GENERAL INFORMATION:

1. Brief Description of Proposal:

2. Legal Description of the Subject Lands:

(a) Municipal Address(es): _____

(b) Legal Description: Lot No(s). _____ Concession No. _____
 Reference Plan _____ Part(s) _____
 Registered Plan _____ Lot(s)/Block(s) _____

3. Are there any easements or restrictive covenants affecting the subject lands? Yes No

If yes, please specify: _____

4. Print names and addresses of mortgages, holders of charges or other encumbrances with respect to the subject land(s): _____

5. What is the current use of the subject lands?

 If known, how long has this use continued? _____

6. On what date was the property acquired by the current owner (if known)? _____

7. Details of the subject lands:
 Frontage: _____ (m) Depth: _____ (m) Lot area: _____ (m² or ha)

8. What is the current designation of the subject lands in the Official Plan?

9. What is the current zone classification of the subject lands in the Zoning By-law?

10. What were the previous uses of the subject lands?
- Residential
 - Industrial
 - Commercial
 - Agricultural
 - Parkland
 - Vacant
 - Other

If industrial or commercial, please specify the use(s) and complete the Environmental Site Screening Questionnaire on Appendix 1, attached to this application.

11. Are the subject land(s) or any land(s) within 120 metres the subject of a Planning Application by the applicant/owner? If yes, please complete the following:

Application	File No.	Approval Authority	Lands	Purpose	Status	Effects on Subject Application
Minor Variance						
Consent						
Official Plan Amendment						
Zoning By-law Amendment						
Plan of Subdivision/ Condominium						
Site Plan						
Minister's Zoning Order (including Ontario Regulation Number)						
Regional Policy Plan Amendment						

12. What is the planning rationale and justification for this application? **Note: the planning rationale and justification, including supporting reports and studies, can be attached to this application in a separate report.*

13. Should the application be approved, when do you intend to commence construction? _____

SIGN BY-LAW AMENDMENT APPLICATION

1. Type of Amendment

- To permit a sign that is not otherwise permitted by the By-law. Provide details.

- Modifications or amendments to zone regulations. Provide details in the chart below. (Please note that it is not sufficient to only provide this on a drawing that accompanies this application.)

2. The following chart only needs to be completed where changes to the existing sign by-law regulations are proposed to be amended.

Column (a) is to show the existing regulations of the requested zone classification.
 Column (b) is to show the proposed modified regulation which is to apply to the lands.

ZONING REGULATIONS	(a) EXISTING REGULATIONS	(b) PROPOSED MODIFICATION TO REGULATIONS
Min. Front Yard Depth		
Minimum Rear Yard Depth		
Minimum Side Yard Width		
Maximum Height of Sign		
Maximum Sign Area		
Number of Signs per street frontage, lot or tenant		
Separation Distance		
Vertical Clearance from Grade or Roof Deck (in the case of a Roof Sign)		

NOTE: The above chart may not permit you to describe all the amendments required to the By-law. In such instances, a separate sheet listing other regulatory changes or other By-law provisions must be provided. Specify the By-law Section for each change. **It is your responsibility to ensure that all the amendments required of the By-law are listed.**

3. Explain how the application conforms to the policies of the Official Plan.

4. Why is the amendment being requested?

OWNER'S AUTHORIZATION:

I/We _____
(Owner's Name) (Owner's Name)

being the registered owner(s) of the subject property, hereby endorse

(Applicant)

(Agent)

to proceed with this application and agree to be bound by the findings of the application as it is processed through the proper stages. I/We hereby declare that the information on this application and the supporting plans and documents are correct.

Signature of Owner (Seal)

Signature of Witness

Signature of Owner (Seal)

Signature of Witness

DECLARATION:

I/We _____

of the City/Town/Township of _____

in the County/District/Regional Municipality of _____

solemnly declare that all the 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 Regional Municipality of _____
this _____ day of _____
A.D. _____

) TO BE SIGNED IN THE PRESENCE OF A
) COMMISSIONER FOR TAKING AFFIDAVITS
)
)
)
)
)
)
) _____
) (Signature of applicant(s), solicitor or authorized agent)

A Commissioner, etc.

AGENT'S ACKNOWLEDGEMENT:

I note that as the applicant or their authorized agent, I must be in attendance at all public meetings for which notice has been given regarding any and all matters of this application.

DATED this _____ day of _____, 20____

(Print Name)

(Signature)

APPENDIX 1

Environmental Site Screening Questionnaire

In order to assist in determining if the subject lands are potentially contaminated, applicants are to complete the following. It should be acknowledged that if there is reason to suspect contamination, further studies will be required and that a Record of Site Condition will also be required in the event of remediation.

- 1. Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- 2. Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- 3. Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- 4. Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- 5. Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- 6. Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- 7. Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- 8. If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- 9. Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

Possible uses that can cause contamination include: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals which are present.

- 10. If current or previous use of property is industrial or commercial, or if the answer is YES to any of 1 to 9 above, please attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

ACKNOWLEDGEMENT CLAUSE

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property. I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of acknowledgement of this Record of Site Condition by the Ministry of Environment. I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City may rely on the statements in the RSC. I further acknowledge that the City of Niagara Falls is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Niagara Falls, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Name (please print)

Signature of Applicant

Date