



**CORPORATION  
de la Cité de / of the City of  
CLARENCE-ROCKLAND**

**APPLICATION FOR: OFFICIAL PLAN AMENDMENT  
AND/OR ZONING BY-LAW AMENDMENT**

Personal information contained on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Individual Privacy Act* and will be used for the purpose of responding to your request. Questions about this collection should be directed in writing to the Freedom of Information and Privacy Coordinator of the City of Clarence-Rockland.

Please refer to *A Guide to Official Plan and Zoning By-law Amendments* for more information regarding application requirements, fees, and the review process. A pre-consultation meeting is required prior to submitting an application. Reference should be made to the Planning Act, the Official Plan and Zoning By-Law of the City of Clarence-Rockland as well as the Official Plan of the United Counties of Prescott-Russell. In case of doubt or difficulty, enquiries should be directed to the:

Infrastructure & Planning Department  
City of Clarence-Rockland  
1560 Laurier Street  
Rockland, Ontario  
K4K 1P7

Phone: (613) 446-6022  
Fax: (613) 446-1497  
[www.clarence-rockland.com](http://www.clarence-rockland.com)

*For office use only*

Date received:	Date deemed complete:	File number:

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**GENERAL INFORMATION**

1. Pre-consultation with the City's Development Review Team is required for most applications. Additional consultations with various provincial ministries may be recommended (for example, the Ministry of Natural Resources and Forestry or the Ministry of the Environment and Climate Change). You should familiarize yourself with the Provincial Policy Statement, the applicable Official Plans and the City of Clarence-Rockland Zoning By-law.
2. The original application is to be completed and submitted to the Infrastructure & Planning Department of the Corporation of the City of Clarence-Rockland in paper and digital (PDF) format and must be signed by all the applicant(s) and owner(s) of the affected lands. The application must be accompanied by:
  - i) **Fees** for the amount indicated on the attached *Schedule B*. The fees for the application represent a portion of the anticipated costs for the processing of the application;
  - ii) A **Cover Letter or Planning Rationale** describing the application and outlining reasons for its support and justification, including consistency with the Provincial Policy Statement and conformity with the applicable Official Plan(s);
  - iii) A recent **survey plan** and/or reference plan;
  - iv) Two (2) copies of any additional supporting information (*see Section 9*);
  - v) A draft Official Plan Amendment must accompany any application to amend the Official Plan (*see Section 8*);
  - vi) A **map or sketch** indicating the exact location and dimensions of the area to be amended as well as any existing and proposed buildings and their setbacks from lot lines, and all natural features.
  - vii) A recent copy of the **Deed of Land or Parcel Register**;
3. If, in the opinion of the Manager of Development, the application is not complete (*as described in the Planning Act of Ontario, R.S.O. 1990, as amended*), the required circulation of the application and any necessary hearing will be delayed until a complete application is submitted.
4. For more information regarding the review process and the timeline for approval once a complete application has been submitted, please refer to the City's process guide (*A Guide to Official Plan and Zoning By-law Amendments*).
5. Applications must be submitted well in advance (approximately 60 days) of any anticipated meeting. The advanced submission period will permit the Municipality to comply with the legislated notification period within the *Planning Act*.

**Section 1 – Contact Information**

**Registered Owner (name):** The City of Clarence-Rockland  
 Contact person (if owner is a corporation): Marie-Eve Bélanger  
 Mailing Address: 1560 Laurier Street Rockland, Ontario K4K 1P7  
 Telephone Home: \_\_\_\_\_ Work: 613-446-6022 (2250) Cell: \_\_\_\_\_  
 Email: mbelanger@clarence-rockland.com

**Applicant (name):** WSP Canada Inc.  
 Mailing Address: 2611 Queensview Drive, Suite 300, Ottawa, K2B 8K2  
 Telephone Home: \_\_\_\_\_ Work: 289-989-1207 Cell: \_\_\_\_\_  
 Email: Johnson.kwan@wsp.com

**Agent (name):** Johnson Kwan  
 Mailing Address: 100 Commerce Valley Dr W, Thornhill, ON, L3T 0A1  
 Telephone Home: \_\_\_\_\_ Work: 289-989-1207 Cell: \_\_\_\_\_  
 Email: Johnson.kwan@wsp.com

All persons having a mortgage charge or encumbrance on the property:  
 Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
*If more than one, include on a separate page.*

**Correspondence:**  
 I/we prefer to receive correspondence in:  French  English  
 I/we prefer to receive correspondence via:  Letter mail  Email  
 Send correspondence to:  Owner  Applicant  Agent  
 Did you have a pre-consultation meeting with the Development Review Team or with a municipal planner?  Development Review Team  Planner  None  
 Name of planner: \_\_\_\_\_ Date: \_\_\_\_\_

**Section 2 – Description of the Subject Property**

*Please include all applicable information. This section covers the entire subject property.*  
 Civic Address: 455 Notre Dame Street  
 Lot: \_\_\_\_\_ Concession: \_\_\_\_\_ Geographic Township: Clarence  
 Reference Plan Number: \_\_\_\_\_ Part(s): 1 to 13  
 Subdivision Plan Number: 50R-10484 Lot/Block: \_\_\_\_\_  
 Roll Number: \_\_\_\_\_ PIN(s): \_\_\_\_\_  
 Lot area: 49,745.7 m<sup>2</sup> ft<sup>2</sup> Lot depth: 124.56 m ft Width/frontage: 319.31 m ft  
 Is the property subject to any easements or restrictive covenants?  Yes  No  
 Instrument Number: \_\_\_\_\_  
 Description/Effect: o. RC109528 registered against Parts 1, 2, and 3 on Plan 50R-10484, which is a Certificate of Requirement issued by the Minister of Environment and Climate Change.



**Section 3 – Application Type**

Is this application for approval of:

Official Plan Amendment  Zoning By-Law Amendment

Temporary Use By-law  Holding Provision By-law

What is the purpose of or reasons for the proposed amendment(s)? *(Include a separate sheet if space is insufficient):*

Zoning By-law amendment to allow the proposed site alteration and the proposed Stormwater Management Facility within the Floodplains

**Section 4 – Description of Proposed Development**

**Information on the Proposed Development**

	Existing	Proposed
Type of Building(s)	None	None
Proposed building height (m)	N/A	N/A
Number of storeys	N/A	N/A
Setbacks from lot lines (m)	Front: N/A Rear: N/A	Side: N/A Side: N/A
Proposed lot coverage (%)	N/A	N/A
Number of parking spaces	N/A	N/A
Number of accessible spaces (included in the above total)	N/A	N/A
Number of loading spaces	N/A	N/A
Gross floor area (m <sup>2</sup> )	N/A	N/A
Area of Ground Floor (m <sup>2</sup> )	N/A	N/A
Percentage of the landscaped area (%)	N/A	N/A

**Existing and proposed land uses, buildings and structures**

What is the current use of the subject land and any buildings?

Former City of Clarence-Rockland landfill site. No buildings.

Since when have the current buildings and land uses existed on the subject property?

The landfilling activities ceased between 1983 and 1984, and the waste was covered with 0.60 m of clay material in 1990.

Date the property was acquired by the current owner:

Briefly describe the proposed development *(buildings, land use, number of units, etc.)*:

The proposed site alteration is to implement the landfill closure plan (including limited excavation and removal of waste) and to construct a stormwater management facility within the eastern portion of the subject site

**Adjacent land uses:**

North:	Open Space
South:	Residential
East:	Open Space, Wetland
West:	Open Space, Wetland

Does the amendment cover the entire subject property?  Yes  No

If no: Please provide a description of the area subject to the amendment:

Lot area: \_\_\_\_\_ m<sup>2</sup> ft<sup>2</sup> Lot depth: \_\_\_\_\_ m ft Width/frontage: \_\_\_\_\_ m ft

<b>Section 5 – Access and Services</b>			
<b>Type of access</b>			
	Existing	/	Proposed
County Road	<input type="checkbox"/>		<input type="checkbox"/>
Municipal Road	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Private Road	<input type="checkbox"/>		<input type="checkbox"/>
Right-of-way	<input type="checkbox"/>		<input type="checkbox"/>
Easement	<input type="checkbox"/>		<input type="checkbox"/>
Water Access	<input type="checkbox"/>		<input type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>
<i>For water or other access, please describe:</i>			
<i>Is there an existing entrance or culvert on the property? If yes, how many and on which road?</i>			
Existing access from Notre Dame St.			
<b>Type of water supply</b>			
	Existing	/	Proposed
Municipal water	<input type="checkbox"/>		<input type="checkbox"/>
Private individual well	<input type="checkbox"/>		<input type="checkbox"/>
Private communal well	<input type="checkbox"/>		<input type="checkbox"/>
Lake or other water body	<input type="checkbox"/>		<input type="checkbox"/>
Not required	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>
<i>For other water source, please describe:</i>			
<b>Type of sanitary sewage disposal</b>			
	Existing	/	Proposed
Municipal sanitary sewers	<input type="checkbox"/>		<input type="checkbox"/>
Private individual septic	<input type="checkbox"/>		<input type="checkbox"/>
Private communal septic	<input type="checkbox"/>		<input type="checkbox"/>
Pit privy	<input type="checkbox"/>		<input type="checkbox"/>
Not required	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>
<i>For other sanitary sewage disposal, please describe:</i>			
<b>Type of storm water management</b>			
	Existing	/	Proposed
Municipal storm sewers	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Roadside ditch or swale	<input type="checkbox"/>		<input type="checkbox"/>
Other	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Date of installation for proposed services:</i>			

**Section 6 – Related Applications**

**Previous Applications**

Has this land ever been the subject of an application for a plan of subdivision (Planning Act, Section 51) or consent (Planning Act, Section 53)?

Yes                       No                       Unknown

If yes: File Number or date:	Status:
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Has this land ever been the subject of an application under Section 34 of the Planning Act (Zoning By-law, Holding By-law, or Interim Control By-law)?

Yes                       No                       Unknown

If yes: File Number or By-law Number:	Status:
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**Concurrent Applications**

Is this parcel of land currently the subject of any other planning applications?                       Yes                       No

- If yes: Application type:
- Official Plan Amendment
  - Zoning By-law Amendment
  - Minor Variance
  - Plan of Subdivision
  - Consent (Severance)
  - Site Plan Control
  - Building Permit
  - Other

File Number:	Status:
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Approval Authority:

Land affected by the Application:

Purpose of Application:

Effect on the Current Application:



**Section 7 – Planning Designation**

**Land Use**

What is the current land use designation in the:

- *Official Plan of the United Counties of Prescott and Russell?*  
Urban Area

- *Official Plan of the Urban Area of the City of Clarence-Rockland or Bourget Official Plan?*  
Low Density Residential, Former Dump, Flood Plain

If applicable, what are the density requirements of the Official Plan? Minimum: N/A  
Maximum: N/A

What is the current zoning category of the subject property?  
Parks and Open Space Zone, Flood Plain Overlay (OP-FP)

**Environmental Constraints**

Is there a Provincially significant wetland on the subject property?  Yes  No

Is any portion of the subject property within a floodplain?  Yes  No

Is any portion of the subject property within 120 metres of a designated natural heritage feature as identified in the *Official Plan of the United Counties of Prescott and Russell*?  Yes  No

If yes: Please indicate the natural feature(s):

- Endangered/threatened species habitat
- Fish Habitat (lake, pond, watercourse or municipal drain)
- Significant Wildlife Habitat (deer wintering area or wildlife travel corridor)
- Significant Woodland
- Area of Natural and Scientific Interest
- Larose Forest/Clarence Island

Details (location, name of watercourse/waterbody, number and type of trees, etc.):

Provincially Significant Wetlands are located to the east and west side of the subject site.

Unless otherwise stated in the Cover Letter or Planning Rationale, briefly describe how the proposal conforms to the Provincial Policy Statement and any applicable Official Plan(s).

Is there a proposed public consultation strategy, in addition to the process normally used by the City of Clarence-Rockland?  Yes  No

If yes, the public consultation strategy must be attached to the application and included in the list of supporting documents in Section 9.

**Section 8 – For Official Plan Amendments Only**

Does the proposed Official Plan Amendment change, replace, delete or add a *policy* in the Official Plan:

- Change
- Delete
- Replace
- Add

*If applicable and known at the time of application, provide the following:*

Section number(s) of the policy to be modified/added: \_\_\_\_\_

Text of proposed new/modified policy attached on a separate page:  Yes  No

Does the proposed Official Plan Amendment change or replace a *designation* in the Official Plan?  Yes  No

*If yes:* Current designation: \_\_\_\_\_  
Proposed designation: \_\_\_\_\_

Does the proposed Official Plan Amendment change or replace a *schedule* in the Official Plan?  Yes  No

*If yes:* Schedule to be changed: \_\_\_\_\_

Map of proposed new schedule attached on a separate page:  Yes  No

List the land uses which would be permitted by the proposed amendment:

**Section 9 - List of attached documents**

Please list the titles of any supporting documents (e.g. *Environmental Impact Study, Hydrogeological Report, Market Area Study, Aggregate License Report, Storm water Management Report, etc.*):



**Section 10 - Affidavit**

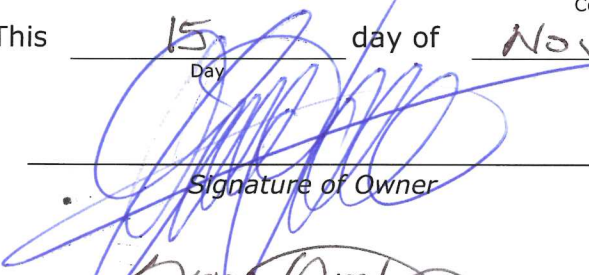
*This must be signed in the presence of a Commissioner.*

I (we) Pierre Voisine  
Name of Owner(s) / Applicant(s)  
of Rockland  
Village/Town  
in the United Counties of Prescott-Russell  
County/Region

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 City of Clarence Rockland  
United Counties of Prescott-Russell  
Village/Town  
in the Clarence-Rockland  
County/Region

This 15 day of November, 2022  
Day Month Year

  
Signature of Owner

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

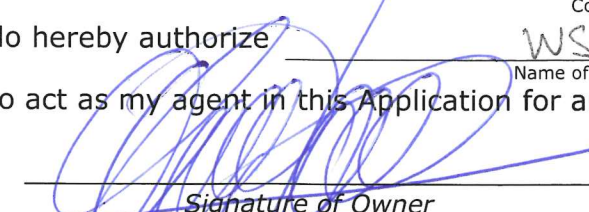
Anne Marie Lucie Archambault,  
Signature of a Commissioner  
Province of Ontario, for the  
Corporation of the City of Clarence-Rockland,  
Expires August 16, 2025

**Section 11 - Owner's Authorization**

*To be completed if the owner is not the applicant or has assigned an Agent to help manage the application process.*

I (we) Pierre Voisine  
Name of Owner(s)  
of Rockland  
Village/Town  
in the United Counties of Prescott and Russell  
County/Region

do hereby authorize WSP (Johnson Kwan)  
Name of Applicant or Agent  
to act as my agent in this Application for an Official Plan or Zoning By-law Amendment.

  
Signature of Owner

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

Date:

**SCHEDULE A**

**Applicant's Checklist**

*Please note that your application may not be deemed complete if any of the following items are not included with the completed application form. The Infrastructure and Planning Department cannot begin processing your application until it has been deemed complete.*

- A Cover Letter or Planning Rationale
- The required fees, either cash, cheque or money order, payable to the City of Clarence-Rockland, for the amount set out in *Schedule B* below
- 2 copies of all supporting documents listed in Section 9
- A survey plan and/or reference plan
- A map or sketch of the location and dimensions of the area to be amended, buildings and setbacks, and natural features
- A recent copy of the Deed of Land or Parcel Register

**SCHEDULE B**

**Official Plan Amendment**

\$4,458.00

**Zoning By-law Amendment**

\$2,897.00

**Amendment Following a Condition of Severance**

\$1,114.00

**Temporary Use By-law**

\$1,839.00

**Holding Provision**

\$781.00

**Additional Fee for South Nation Conservation (if applicable)**

\$785.00 - Official Plan Amendment

\$400.00 - Zoning By-law Amendment/Temporary Use By-law

**Additional Fee for the United Counties of Prescott and Russell**

\$875.00 - Official Plan Amendment