



Rural Municipality of Wallace-Woodworth

204-748-1239 | info@wallace-woodworth.com | www.wallace-woodworth.com

APPLICATION FOR

- | | |
|--|---|
| <input type="checkbox"/> VARIATION ORDER | <input type="checkbox"/> CONDITIONAL USE |
| <input type="checkbox"/> ZONING BY-LAW AMENDMENT | <input type="checkbox"/> DEVELOPMENT PLAN AMENDMENT |

SEE REVERSE FOR REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION.

Civic Address: _____ Roll # _____
 Municipality _____

Subject Provision: _____

Proposal:

I undertake to observe and perform all provisions of The Planning Act, the applicable Development Plan, Zoning By-law, any development agreement entered into under Section 48 of The Planning Act and any conditions imposed under Sections 57 or 59 of The Planning Act, and the provisions of other relevant laws or by-laws. By supplying an email address below, I hereby give permission to receive all correspondence and notices electronically.

OWNER: _____ Phone # _____

Mailing Address: _____
Box # Town/Province Postal Code

Email: _____

Signature: _____

APPLICANT: _____ Phone # _____

Mailing Address: _____
Box # Town/Province Postal Code

Email: _____

Signature: _____ Application Fee: \$ _____

OFFICE USE ONLY			
Legal Description:		By-Law No.	
Application Received by:		Application Received Date:	
REQUIRED INFORMATION PROVIDED			
<input type="checkbox"/> Letter of Intent	<input type="checkbox"/> Valid Option to Purchase	<input type="checkbox"/> Survey Plan by M.L.S.	<input type="checkbox"/> Status of Title (Recent within 30 Days of submission)
<input type="checkbox"/> Authorization to Apply	<input type="checkbox"/> Correct Fee Attached	<input type="checkbox"/> Other:	

The fees and process for application of a Variation Order, Conditional Use Order, Zoning By-Law Amendment, or a Development Plan Amendment is as follows:

SECTION 1: FEE SCHEDULE:

- 1.1 Variation Order Application...\$400.00
 - 1.2 Conditional Use Order Application...\$150.00
 - 1.3 Zoning By-Law Amendment Application...\$800.00 + cost of advertising and mailing expense
 - 1.4 Secondary Plan Amendment Application...\$1000.00 + cost of advertising and mailing expense
 - 1.5 Secondary plan and Zoning By-law Amendment in relation to the same development..\$1500.00 + cost of advertising and mailing expenses
 - 1.6 Development Plan Amendment Application...\$1600.00 + cost of advertising and mailing expense
- All fees are to be payable to Trans Canada West Planning District**

SECTION 2: INFORMATION REQUIRED UPON SUBMISSION:

- 2.1 Variation Order Application: Letter of Intent, Status of title, Authorization to apply from land owner, Fee.
 - 2.2 Conditional Use Order Application: Letter of Intent, Status of title, Authorization to apply from land owner, Fee.
 - 2.3 Zoning By-Law Amendment Application: Letter of Intent, Status of title, Authorization to apply from land owner, Fee.
 - 2.4 Development Plan Amendment Application: Letter of Intent, Status of title, Authorization to apply from land owner, Fee.
- Other information may be requested by the Development Officer or Council as required.**

SECTION 3: VARIATION ORDER AND CONDITIONAL USE ORDER PROCESS

- 3.1 After receipt of an application, the Development Officer will book the next available time with applicable Council for a public hearing. As the Planning Act requires notice to be sent to the surrounding properties within a 100 M radius 14 days before the hearing, the next council meeting may be up to 4 weeks from the day of application receipt.
- 3.2 At the hearing, Council will hear from the Development Officer, the Applicant/Owner, and any member of public in attendance that wishes to speak to the application.
- 3.3 If council requires more information, the hearing will be adjourned to a later set time and date. If Council feels they have enough information to make a decision after representations are made, they will close the hearing and either approve or reject the application.
- 3.4 Decision of council is final and can not be appealed.

SECTION 4: ZONING BY-LAW AMENDMENT PROCESS

- 4.1 After receipt of application, the Development Officer will have an amending by-law drafted and sent to council for 1st reading.
- 4.2 At first reading, council will consider the Validity of the application, the conformity to the Development Plan and weather the application is a repeat of a previously turned down application. If council votes the 1st reading down, the application is defeated and the decision can not be appealed.
- 4.3 If council votes for 1st reading, the Development Officer will then set a date for a public hearing. In regards to required notice as set forth in the MB Planning Act, this could take up to 40 days.
- 4.4 If no objections are made at the public hearing, council may then give the by-law 2nd and 3rd reading once the public hearing is closed.
- 4.5 Council may decide to wait until the next council meeting to give 2nd or 3rd reading

SECTION 5: DEVELOPMENT PLAN AMENDMENT PROCESS

- 5.1 After receipt of application, the Development Officer will have an amending by-law drafted and sent to the Planning Board for 1st reading.
- 5.2 At first reading, the Planning Board will consider the Merit of the application and weather the application is a repeat of a previously turned down application. If council votes the 1st reading down, the application is defeated and the decision can not be appealed.
- 5.3 If council votes for 1st reading, the Development Officer will then set a date for a public hearing. In regards to required notice as set forth in the MB Planning Act, this could take up to 40 days.
- 5.4 If no objections are made at the public hearing, the Planning Board may then give the by-law 2nd reading once the public hearing is closed.
- 5.5 The Planning Board may decide to wait until the next board meeting to give 2nd reading.
- 5.6 Notice of 2nd reading will then be forwarded to the Minister for approval
- 5.7 The Planning Board will not give 3rd reading to the amending by-law until approval from the Minister is received. Once Ministerial approval is received, the Planning Board may give the Amending by-law 3rd reading.

SECTION 6: REFUND OF APPLICATION FEE

- 6.1 Fees for Variation Order, Conditional Use Order, Zoning Amendment, and Development Plan Amendments are non-refundable

Note:

Costs for advertising will vary depending on how many news outlets the application is required to be posted in and if the site requires notice posting.

*No application will be finalized until all fees are collected.