



LIFTING HOLDING SYMBOL

INFORMATION SHEET FOR APPLICANT

A Holding (h) symbol is used on any parcel of land zoned for residential, commercial or industrial development where the principle of development has been established (ie. R1, GM, R2), in order to restrict development until certain criteria for development has been met to the satisfaction of Council. Certain criteria for development (ie. phasing, financial considerations, geotechnical studies, access, etc.) must be met to the satisfaction of Council prior to the removal of the holding provision.

If the conditions no longer apply, an application may be made to request that the Town "lift" the holding symbol, allowing development to proceed in accordance with the appropriate zone provisions. For lifting of the holding symbol, an amendment to the Comprehensive Zoning By-law is required to be passed in accordance with Section 36 of the Planning Act, which does not require a public meeting.

COMPLETION OF APPLICATION

Every application must be completed in full. All applicable information requested on the application form must be provided before the application will be considered by staff and/or Council.

You should discuss your proposal with staff before submitting an application. Application forms are available at the Town Hall or online. It should be submitted with the required fee and include the following information:

- A description of your property, including the lands subject to the holding symbol;
- A Registered Plan number;
- How the criteria to lift the symbol has been met.

Your application must be accompanied by a survey plan and any other information that may be needed to assess your application.

APPLICATION FEE

The application fee of \$1,100.00 is to be paid at the time of application, by cheque payable to "**Town of Arnprior**".

APPEAL

There are no formal appeal procedures in the event that the Town does not approve your application. However, you could seek legal advice to see if action could be taken to enforce lifting the holding symbol.

TOWN OF ARNPRIOR
APPLICATION FOR LIFTING h-HOLDING SYMBOL

Fax No. (613)623-9960

E-mail: rsmith@arnprior.ca

A pre-consultation meeting with Town staff is encouraged prior to submission of this application.

The submission of this application must be accompanied with supporting material and required fee in cash or by cheque made payable to “**Town of Arnprior**”, in order to be considered a complete application. Incomplete applications will not be processed until all information is provided.

The owner of the land, or the applicant, should complete the following **Application Form** and submit along with the necessary documents to:

Community Development Branch
Town of Arnprior
105 Elgin Street West
Arnprior, ON K7S 0A8
Phone: (613) 623-4231 ext. 223

NOTE: Personal information on the following forms is collected under the authority of the Planning Act and will be used by the Town of Arnprior Community Development Branch in the processing of applications for lifting h-holding symbols. The information may be used by other departments and agencies for the purpose of assessing the proposed development and for preparing comments to the Community Development Branch. This information may also be released to the public. Questions about the collection of this information should be directed to:

Community Development Branch
Town of Arnprior
105 Elgin Street West
Arnprior, ON K7S 0A8
Phone: (613) 623-4231 ext. 223
Fax: (613) 623-9960 Email: rsmith@arnprior.ca

***Applicants should review this application with the
Community Development Branch before submitting***

APPLICATION FOR LIFTING HOLDING SYMBOL

PLEASE PRINT

File No. _____

GENERAL INFORMATION

1. REGISTERED OWNER INFORMATION (Please indicate name(s) exactly as shown on the Transfer/Deed of land)

Name(s): _____

Address: _____

Phone #: _____ Email: _____

2. SOLICITOR INFORMATION

Name(s): _____

Address: _____

Phone #: _____ Email: _____

3. AUTHORIZED AGENT INFORMATION

Name(s): _____

Address: _____

Phone #: _____ Email: _____

4. DESCRIPTION OF THE SUBJECT LAND

Street Address: _____

Municipality: _____ Geographic Twp: _____

Concession: _____ Lot: _____

Registered Plan No.: _____ Block or Lot No(s). in the Plan: _____

Reference Plan No.: _____ Part No(s).: _____

5. HOW HAS CRITERIA FOR REMOVAL OF H-HOLDING SYMBOL BEEN MET? (Please Specify)

6. REQUIRED PLANS

- Registered Legal Survey identifying the lands subject to h-holding symbol
- Subdivision Plan (Registered 49M-Plan) or
- Reference Plan (Deposited 49R-Plan)