

APPLICATION FOR AMENDMENT TO AREA DEVELOPMENT REGULATIONS

Summary of Application Review & Approval Process and Application Form

AMENDMENT TO AREA DEVELOPMENT REGULATIONS, REVIEW AND AUTHORIZATION PROCESS

Introduction

Zoning regulates the orderly development of property by encouraging compatible land uses, buildings and lot sizes. Zoning also reflects the development goals of neighbourhood areas by conforming to any established land-use plans.

Rezoning is generally required if you are proposing an activity on your property that is currently not permitted under the established zoning regulations or bylaws. For instance, rezoning would be required if your property is zoned Residential, and you wish to change the primary use to Commercial.

Yukon Government, Community Land Planning Section administers Area Development Regulations (zoning) in a number of unincorporated communities and rural areas. Within an established City, Town or Village boundary, each municipality administers its own Zoning Bylaws. There are also rural & wilderness areas of Yukon that have no current zoning controls.

If you are considering changing the use of your property, please contact Community Land Planning Section. They will first determine if rezoning is required, or if the proposed use can simply be accommodated through a development permit within the existing zone. They can also explain the various Yukon planning, zoning & development permit regimes and help guide you with your preliminary proposal. If your property is within an established municipality, you should contact that Community to initiate the rezoning process.

You must complete and submit the attached Application for Amendment to Area Development Regulations:

- If your property is outside any municipal boundary, and;
- If your property is within a regulated "Development Area", under the administration of Yukon Government, and;
- If you wish to have that property "rezoned" to allow a change of use, which is otherwise not permitted.

Land Planning Section can also provide you with information sheets that further explain rezoning, and other land-related government programs.

Rezoning Application & Review Process

Please ensure that the information you provide in the attached application is thorough, complete and accurate. Please include extra sheets, additional information if necessary.

There are currently no fees associated with the Yukon Government zoning application review process.

Your completed application will be distributed to various government, First Nation and community agencies, for consultation and comment. Neighbouring property owners and the general public will also be notified of the rezoning proposal. In some cases, a public meeting may also be held, where you will have the opportunity to personally explain your development plans. Applications are evaluated with respect to existing/proposed use, existing planning & development regulations, potential and socio-economic and environmental impacts and suitability of the land for the proposed activity.

Following the review and consultation process, Community Land Planning Branch will fully evaluate the matter and prepare a report to the Yukon Government who may make a decision to approve, conditionally approve or deny your application. Land Planning makes every effort to process applications as quickly as possible. A recommendation will normally be made on your application within 3 or 4 months from the date it is submitted. Depending on the nature of the request and the extent of the review, the final decision on a rezoning request may take 18 months or more.

It is recommended that you discuss your preliminary rezoning proposal with Community Land Planning Section prior to submitting a formal application.

Access to Information & Protection of Privacy Act

Information provided by the applicant in the attached application may be made available to the public on request, subject to provisions of the Access to Information & Protection of Privacy Act. Further detail on Access to Information is included in the application form.

PROCESS, FEES & ACCESS TO INFORMATION

OTHER AGENCIES & DEPARTMENTS (TO BE COMPLETED BY DEPARTMENT)	
The following lists agencies or responsible authorities that deal with related permitting and authorizations. Based on the nature of your proposal it is suggested that you contact the following:	
<input type="checkbox"/>	<p>Yukon Government, Community Services Community Development, Community Land Planning Section Yukon Government Administration Bldg 2071 Second Avenue, Whitehorse, Yukon Y1A 2C6 (867) 667-8945, fax 393-6258</p> <ul style="list-style-type: none"> Zoning, Rezoning & Local Area Planning (outside municipalities) Subdivision Approval (outside Whitehorse or Dawson)
<input type="checkbox"/>	<p>Yukon Government, Community Services Building Safety Branch Yukon Government Administration Bldg 2071 Second Avenue, Whitehorse, Yukon Y1A 2C6 667-5741 fax 393-6249</p> <ul style="list-style-type: none"> Building / Construction Permits (outside City of Whitehorse) Plumbing Permits (outside City of Whitehorse) Electrical & Gas Permits (all Yukon, including City of Whitehorse) Fire prevention regulations and procedures (outside municipalities) Development Permits (outside municipalities)
<input type="checkbox"/>	<p>Yukon Government, Environmental Health Services #2 Hospital Road, Whitehorse, Yukon Y1A 2C6 (867) 667-8391 fax 667-8322</p> <ul style="list-style-type: none"> Approval for installation of on-site sewage disposal system. Approval for potable water supply. Approval for commercial food services
<input type="checkbox"/>	<p>City of Whitehorse, Planning Services Municipal Services Bldg., 4210 – 4 th Avenue (mail) c/o 2121 – 2 nd Avenue, Whitehorse, Yukon Y1A 1C2 (867) 668-8335 fax 668-8395</p> <ul style="list-style-type: none"> Zoning, Rezoning & Planning within City of Whitehorse. Subdivision Approval within City of Whitehorse Development Permit Approval within City of Whitehorse
<input type="checkbox"/>	<p>City of Whitehorse, Building Inspection Municipal Services Bldg., 4210 – 4 th Avenue (mail) c/o 2121 – 2 nd Avenue, Whitehorse, Yukon Y1A 1C2 (867) 668-8340 fax 668-8395</p> <ul style="list-style-type: none"> Building / Construction Permits within City of Whitehorse. Plumbing Permits within City of Whitehorse (all Electrical & Gas Permits in Yukon, are administered by Yukon Government, Public Safety)
<input type="checkbox"/>	<p>Yukon Government, Highways and Public Works Transportation Maintenance 9029 Quartz Road, Building 275 Whitehorse, Yukon Y1A 2C6 (867) 667-5159 fax 667-3608</p> <ul style="list-style-type: none"> Permit to work on or adjacent to a road/highway that is maintained by YTG (includes such things as installation of utility lines) Permit to construct an access connection to a Yukon Highway Permit to place a sign within the right-of-way of a Yukon Highway
<input type="checkbox"/>	Other:

RECEIPT OF COMPLETED APPLICATION FORM (TO BE COMPLETED BY DEPARTMENT)	
APPLICABLE DEVELOPMENT AREA REGULATION	
EXISTING ZONING	PROPOSED ZONE (Change to other existing zone or create new zone?)
APPLICATION INFORMATION COMPLETE	<input type="checkbox"/> YES
ALL OTHER REQUIRED INFORMATION PROVIDED	<input type="checkbox"/> YES
IS A PUBLIC HEARING EXPECTED? <small>(If a public hearing is to be held, you will be expected to attend to present and explain your rezoning and development proposal.)</small>	<input type="checkbox"/> YES Date (if known) _____ <input type="checkbox"/> To Be Determined (will advise) <input type="checkbox"/>
COMPLETED APPLICATION ACCEPTED	<input type="checkbox"/> YES
Received By:	Date Rec'd:
Comments:	

CONFIRMATION & RECEIPT

PLEASE RETAIN THIS FOR FUTURE INFORMATION & REFERENCE



Box 2703, Whitehorse, Yukon Y1A 2C6
 Community Land Planning Section, (C-9)
 Phone 667-8945 Fax 393-6258

APPLICATION FOR Amendment to Area Development Regulations

Application / File No.	Quad / Location
Date Rec'd	Due Date
Municipality or Jurisdiction	
Department Use Only	

GENERAL INFORMATION	NAME OF REGISTERED OWNER OF LANDS	BUSINESS PHONE / FAX	HOME PHONE
	ADDRESS	CITY/TOWN	TERR / PROV POSTAL CODE
	NAME OF REGISTERED CO-OWNER OF LANDS	BUSINESS PHONE / FAX	HOME PHONE
	ADDRESS	CITY/TOWN	TERR / PROV POSTAL CODE
	NAME OF PERSON OR AGENT AUTHORIZED TO ACT ON OWNER(S) BEHALF	BUSINESS PHONE / FAX	HOME PHONE
	ADDRESS	CITY/TOWN	TERR / PROV POSTAL CODE
	GENERAL LOCATION OF APPLICATION LAND		
	LEGAL DESCRIPTION OF LANDS INCLUDED IN THIS APPLICATION		
	LOT NUMBER(S)	BLOCK/GROUP/QUAD	SUBDIVISION / AREA CLSR PLAN # LTO PLAN #
	CIVIC ADDRESS OF LANDS INCLUDED IN THIS APPLICATION (if applicable)		
STREET ADDRESS NO. STREET / AVENUE NAME CITY / TOWN / COMMUNITY			

APPLICATION / PROJECT INFORMATION	NAME OF APPLICABLE LOCAL AREA PLAN
	NAME OF APPLICABLE DEVELOPMENT AREA REGULATION
	EXISTING ZONING
	PROPOSED ZONING
	EXISTING USE(S) OF THE APPLICATION LANDS <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COUNTRY RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> INSTITUTIONAL <input type="checkbox"/> UTILITY OTHER: _____
	EXISTING USE(S) OF ADJACENT LANDS <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COUNTRY RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> INSTITUTIONAL <input type="checkbox"/> UTILITY OTHER: _____
	PROPOSED USE(S) OF THE APPLICATION LANDS <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COUNTRY RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> INSTITUTIONAL <input type="checkbox"/> UTILITY OTHER: _____
	EXPLAIN FULLY WHY YOU WISH TO REZONE THIS LAND, FOR WHAT PURPOSE THE LAND WILL BE USED & THE EXPECTED DEVELOPMENT TIME FRAME (provide a site plan and additional information. Attach a separate sheet if required.)

ADDITIONAL INFORMATION (the following information may be submitted, depending on nature of request)	
ADDITIONAL DOCUMENTATION OR SUPPORT	
Please feel free to include any additional material or correspondence related to your zoning request.	
OTHER INFORMATION, ASSESSMENTS OR APPROVALS MAY BE REQUIRED	
Depending on the nature, magnitude or location of any given application, an applicant may be required to undertake and provide further studies or assessments. This may include, but is not limited to such things as: environmental impact assessments, fisheries studies, geotechnical investigations, further public consultation etc.	
PUBLIC HEARING MAY BE REQUIRED	
Depending on the nature, magnitude or local interest in your rezoning request, a public meeting may be held. While this meeting will be arranged and facilitated by Land Planning Section, it may be in your best interest to attend and present your proposal & personally explain your development plans.	

PRIVACY	Please Read the Following:
	<p>Access to Information & Protection of Privacy Act</p> <p>This information is being collected under the authority of the Subdivision Act & Municipal Act to be used for the purpose of reviewing the request to subdivide land. This information is about the conduct of public business and it cannot and will not be kept confidential. Except as noted below, it will be shared with other government departments and will be treated as information that third parties have the right to under the Access to Information and Protection of Privacy Act. Your phone number and address and business plan information will be treated as confidential, but might still be disclosed as permitted or required by the Access to Information and Protection of Privacy Act. (There are cases where even confidential information can be disclosed).</p>

SIGNATURE	APPLICANT / OWNER CONSENT
	I / we certify that I am / we are the registered owner(s) of the land described in this application.
	I / we certify that all of the submitted information is true and correct to the best of my knowledge and belief.
	I / we understand that any misrepresentation of submitted data may invalidate any approval of this application.
	X _____ X _____ Date: _____ Date: _____