Official Plan/Zoning By-law Amendment Application Guide

(Application for approval under Sections 17, 22, 34, 36 and/or 39 of the Planning Act, R.S.O. 1990)

Applying for an Amendment to the Official Plan and/or Zoning By-law

The attached application form is to be used only when applying to the Town of Caledon for an amendment to the Official Plan and/or Zoning By-law, or a Temporary Use By-law. application must be completed in full and submitted together with the required application information, fees, reports and plans listed below, to the Town of Caledon Development Approval and Planning Policy Department.

In order to meet processing time frames, the applicant is advised that pre-consultation with appropriate authorities during completion of the application is key to ensure identification of all issues and in particular, requirements for supporting documentation reports.

В. **Using the Application Form**

- The attached application form must be fully 1. including the applicants affidavit, registered owners certificate and Schedule I and returned to the Town of Caledon together with the number of copies identified on the DART Form. ensure that you keep a copy for your files.
- The application should be completed by the 2. applicant or their authorized agent. written authorization of the registered owner and affidavit of the applicant must also accompany the application. For your convenience, an authorization and affidavit section has been included in the attached application.
- It is the responsibility of the applicant to 3. research and evaluate the site and the proposal to ensure that the development will conform with the interests of the health, safety, convenience and welfare of the present and future residents. Any pertinent information should be reflected in the application form.
- As noted on the application form, certain 4. infrastructure projects necessary to service developments are subject to the provisions of the Environmental Assessment Act. The applicant is advised to consult with their engineering consultant provide to determination in this matter.
- Where additional support materials such as environmental, noise abatement, planning or engineering reports are required, these reports and background information must be submitted with the application. The DART Form will indicate the number of copies of material required to be submitted.

C. **Drawings**

The Planning Act requires that the applicant shall provide information as prescribed in

Ontario Regulations 543/06 & 545/06 when

submitting application to amend the Official Plan and Zoning By-law or permit a temporary use. Some of this information can best be provided graphically. Drawing requirements differ depending on the nature of each application. The DART Form will indicate the submission material and number of copies required to be submitted with the application.

The drawings must be drawn to scale with all dimensions shown in metric units. Each drawing shall be individually folded to 8 1/2 x 11 and two (2) reductions of each drawing, 8 1/2 x 11 in size, on photographic paper (KP5) will be required. If further copies or additional drawings are required, the applicant will be notified. The applicant shall also provide 3 compact discs containing each drawing that is geo-referenced (NAD 27) in 'dxf' or 'dwg' format. Please include a file name, contact name and phone number on the label of each disc. If assistance is required please contact the Development Approval and Planning Policy Department for direction.

D. Information to be Shown on the **Drawings**

Property Survey:

Boundaries and dimensions of the subject property and the location, size type of all existing buildings and structures on the subject property including the distance of the buildings or structures from the front, rear and side lot lines and the location of all natural and artificial features (i.e. railways, roads, watercourses, wooded areas, etc.) all certified by an Ontario Land Surveyor

Conceptual Site Development Plan:

- North arrow, scale and legal description of
- Location, name, width, of all roads within and abutting the subject lands
- Existing and proposed street widenings
- All proposed access locations and their widths plus existing access locations on properties abutting and on the opposite side of roads from the subject property
- Current use of abutting lands
- Any artificial or man-made features (i.e. watercourses, swales, woodlots, etc.) on or adjacent to the site
- Existing and proposed contours when significant alterations to grade are proposed
- Proposed buildings and structures proposed to be retained
- Setback of all buildings from the property boundaries
- Layout of parking spaces, aisles and driveways
- Proposed landscape areas and general treatment (i.e. berming, sodding, walkways,
- Location and design of garbage disposal



facilities

- Summary statistics, including the building height, gross site area, gross building floor area, building coverage ratio, landscape area ratio, density and proportion of different uses, and
- Separate drawing illustrating massing and conceptual architectural design, if warranted.

E. Planning Rationale and Justification

Copies of a report clearly stating the applicant's reason for the subject application and outlining the planning rationale and justification for the approval of the application shall be submitted for amendments to the Official Plan and/or Zoning By-Law. It is beneficial to demonstrate in this rationale report how the proposal will conform to the applicable provincial policy statements. The DART Form will indicate the number of copies required to be submitted as part of an application. Cross-references to Schedule I of the application form is recommended.

F. Details of the Proposed Amendments

The applicant shall include on the application form or on separate pages:

- The specifics of the requested amendments;
- All Official Plan policy changes being proposed, including a draft Official Plan Amendment;
- All uses proposed to be accommodated by the proposed amendments; and,
- The zoning category/ies being requested, the specific zoning standards being requested, and a draft zoning by-law.

G. Application Fees

a) A cheque in the amount of the appropriate Town of Caledon Fee, made payable to the Town of Caledon. Please refer to the Fee By-law.

The Director of the Development Approval and Planning Policy Department will determine whether an Official Plan Amendment is Minor or Major based on specific criteria.

- b) Conservation Authority Fees**
- c) For a Town of Caledon Official Plan Amendment, a Region of Peel fee must also be made payable to the Region of Peel. Please contact the Region of Peel for more information.

H. Signing the Property

The applicant shall erect a sign in accordance with the requirements of Schedule II and file with the Development Approval and Planning Policy Department a letter agreeing to maintain the sign(s) both for structure and paint work to the satisfaction of the Director of the Development Approval and Planning Policy Department.

I. Dealing with the Application

- After accepting the application as complete as per Sections 22(6) and 34(10.3) of the Planning Act, (this will be confirmed in writing and the application shall not be deemed to be complete until such written confirmation is received) the Town will confer with internal Town Departments and external agencies who may be concerned, to obtain information and comments.
- 2. Following evaluation of the application and the comments from internal departments and external agencies, as noted above, the Town will make a decision to approve or refuse the application, subsequent to the holding of a public meeting as required by Sections 22, 34, 36 & 39 of the Planning Act. If approved, conditions may be imposed by the Town.
- 3. Sections 22, 34, 36 & 39 of the Planning Act also provides the opportunity for any person, including the applicant or a public body, to appeal the decision of the Town to the Ontario Municipal Board. It is recommended that the applicant acquaint him/herself with the provisions of the Planning Act in this regard.

Official Plan A	mendment	X		Zoning By-law Am	nendment	\boxtimes	
Temporary Us	e By-law			Removal of Holdin	ng Symbol		
For Office Us Major:	Mino			Surcharge:			
	nber Assigned		um File Numb				
corresponding	g Subdivision/0	Jondomini	um riie Numb	ei			
Date Applicati Date Complete Application Fe	e Application A	Accepted:					
l. Site a ⊥ot:	nd Legal Des	cription	Co	ncession:			
_ot/Block:			Re	gistered Plan: Reference F	Dlan:		
Part: Street and Nu	mber: 12489 &	12861Dixie	Road (OPA inclu	des several other propertion		e of Dixie Road. See	Draft OPA for legal
Dimensions (n	netric): Fro	ntage: 1	825 .42			Area: 116.4	
Date Property Roll Number:	was Acquired			Jnknown			
	212/130007	18500 ar	は フォンルキュロロロノ	00204			
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a)	. Official Plan Status/Amendment	
/	Current Official Plan Land Use Designation:	Prime Agricultual, Environmental Policy Area and Greenbelt Area
b)	Applicable Secondary Plan: Current Region of Peel Official Plan Designati	NA on: Urban System, 2051 New Urban Area, Employment Area
c)	Proposed Town of Caledon Official Plan Land Prestige Industrial, Environmental Policy Area an Proposed Town of Caledon Applicable Secon N/A	d Greenbelt Area
d)	Proposed Policy Deletions, Changes and/or A (include proposed text where applicable, attack N/A	dditions (include policy or schedule reference number): ch additional pages as required)
4	. Zoning By-law Status/Amendment	
C	Current Town of Caledon Zoning Designation(s):	A1, EPA 2
Ρ	Proposed Zoning Designation(s)	MP-XX and EPA 2
	Proposed Zoning Standards: See zoning matrix in architectural set and c	Iraft zoning by-law amendment
Z	include any and all specific zoning standards pro coning category plus the nature and intent of the attach additional pages as required)	oposed which differ from those contained in the proposed application)
5	Temporary Use By-law Applications On strike this an application for a Garden Suite?	nly Yes □ No □
•	What length of time is requested for this temporal	
9		st R.S.O. 1990, c. P.13 permits the temporary use of a years. Section 39 (2)(b) permits a maximum of three (3)
ر. د	Supporting Argument and Reasons for Rqeuestin	ng the Temporary Use By law:
c) S		
., : — —		
	attach additional sheets if necessary)	

	7.	Current Land Use?	
ι) -		is the current use of the sucultural	ubject land?
_			
)		<u> </u>	tinued on the lands? <u>Unknown</u> ndustrial or commercial use on the subject lands?
		s, please specify:	land have shapped by adding as removing material?
)	Yes		land been changed by adding or removing material?
:)	Has Yes	there ever been a gas stat	ion or other fueld dispensing/storage facility on the subject land?
)	Is the adjac Yes	ere reason to believe the scent lands?	ubject land may have been contaminated by former uses on the site or
		<i>s, please specify:</i> here any existing buildings ∇ No □	s on the subject lands?
	If ye		e any existing buildings/structures were constructed:
		roperty boundaries, shall b	ling, its type, use height, floor area, and setbacks from the front, rear and be shown on the property survey required to be submitted with this
	If yes design	to 7(c), and/or 5(e), please	e contact the Director of Development Approval and Planning Policy or their ironmental assessment is required and submit 5 copies of the same with
	8.	Proposed Land Use	
) -		is the proposed use of the loyment	subject land? (attached additional pages as required)
)	Are th	ere any new buildings, and	d/or site improvements proposed for the subject land?
	prope	, each proposed building rty boundaries, and all oth	g, its type, use height, floor area, setbacks from the front, rear and side er proposed site improvements shall be shown on the conceptual site e submitted with this application.
	9.	Status of Other Applica	ations Under the Planning Act
ı)	includ a mind	ing an Official Plan Amend or variance, a consent, a s ng(s) under construction?	n 120 metres, subject to any other application under the Planning Act Iment, a Zoning By-law Amendment, a plan of subdivision or condominium, ite plan or an application for exemption from part lot control? Is the
	If yes	, please provide:	ODA / 7DA / SDA
		of application(s): of Approval Authority(s):	OPA / ZBA / SPA Town of Caledon, Region of Peel, TRCA
	File N	umber(s): s of Application(s):	SPA 2021-0013, POPA 2021-0005, RZ 2021-0007, SPA 2021-0012, POPA 2021-0004, RZ 2021-0000 Under Review (POPA 2021-0005 and RZ 2021-0007 are MZO approved)
)	Yes 🖸	☑ No □	oject to a previous application to amend the official plan or zoning by-law?
	File N	, please provide: umber(s): me of Application(s):	DART POPA 2024-0001
)		the subject <u>la</u> nds been sub	oject to a Minister's Zoning Order?
			te the Ontario Regulation number of that order:
•	Indica V/A	te the effect of this/these o	other application(s) on the subject proposal.
J	W / \		

10. Proposed Servicing

Complete the following in full including whether all identified technical information requirements are attached. Before undertaking any action requirements consult with appropriate authorities to determine details.

SEWAGE DISPOSAL

Service Type	Development Proposed	Y/N	Action Required	Attached
Municipal piped sewage system	Any development on municipal service	X	Confirmation of service capacity will be required during processing	Х
Municipal or private communal sewage system	More than 5 lots/units or more than 4500 litres per day effluent		Servicing options statement and hydrogeological report	
	5 or less lots/units or less than 4500 litres per day effluent		Hydrogeological sensitivity certification	
Individual private septic systems	More than 5 lots/units or more than 4500 litres per day effluent		Servicing options statement and hydrogeological report	
	5 or less lots/units or less than 4500 litres per day effluent		Hydrogeological sensitivity certification	
Other	To be described by applicant		To be determined	

WATER SUPPLY

Municipal piped water system	Any development on municipal service	x	Confirmation of service capacity will be required during processing	Х
Municipal or private communal water system	More than 5 lots/units and non residential where water used for human consumption		Servicing options statement and hydrogeological report	
	5 or less lots/units and non residential where water used for human consumption		Hydrogeological sensitivity certification	
Individual private wells	More than 5 lots/units and non residential where water used for human consumption		Servicing options statement and hydrogeological report	
	5 or less lots/units and non residential where water used for human consumption		Hydrogeological sensitivity certification	
Other	To be described by applicant		To be determined	

STORM DRAINAGE

Piped sewers	Any development on piped service	Х	Preliminary stormwater management plan. Stormwater	Х
Open ditches or swales	Any development on non-piped service	Х	management study may be required during application processing.	Х

ROADS AND ACCESS

Is access available	All development	V	A traffic study may be required	V
to public roads?		Χ	during application process	X

UTILITIES

Easements and restrictive covenants	Any adjacent or on site	N/A	All existing easements and covenants to be shown and effect described on the draft	N/A
			plan	

11.	Environmental Assessment Act	
works	ny water, sewage, or road works associated with the s under the Environmental Assessment Act? No 🖸	e proposed development considered as Schedule C
of the	s, such works must be identified and described and a Act will be addressed.	the applicant must demonstrate how requirements
15.	Affidavit of Applicant	
l	Cesare Pittelli of the City of Toronto	
solem	nnly declare that all above statements contained with ration conscientiously believe it to be true, and known oath, and by virtue of "The Canada Evidence Act."	thin the application are true, and I make this solemn owing that it is the same force and effect as if made
Decla	ared before me at theCity of Vaughanday ofDecember	in the <u>Region</u> of <u>York</u>
umsuc	n Gregory Amstrong, a seloner, etc., Province of Ontario, for ong Planning & Project Management September 12, 2028	Atteti
	A Commissioner of Oaths	Signature
16.	An Applicant's Certificate Shall be Provided a	and Signed on the Draft Plan
17.	Collection of Information	
	In accordance with that Act, the Town of Ca applications, supporting information, and commet the information to the Town, the submitter ac application and any supporting information incluowners, agents, consultants or solicitors, and constitute public information and will become Municipal Freedom of Information and Protection application and any of its supporting information available to the general public though the Town's lift you have any questions regarding Freedom	of the Planning Act, R.S.O. 1990, CHAPTER P.13. eledon provides public access to all Planning Act ents submitted to the Town for review. In submitting knowledges that the information contained in this iding reports, studies and drawings provided by the any comments received from the public, together part of the public record. In accordance with the not Privacy Act, R.S.O. 1990, c. M.56, copies of the documents or comments may be released or made is website or by any other means. of Information (FOI) or Access Requests, please 14.2272 x. 4168 or by email at records@caledon.ca
18.	Registered Owner's Authorization	
	application I (we) have examined the contents.	the registered owner(s) of the lands described in this of this application, certified as to the correctness of nsofar as I (we) have knowledge of these facts, and the Town of Caledon.
		+
	December 13, 2024	Signature of Owner
	Date	Signature or Owner
	Date	Signature of Owner
	Date	Signature of Owner

Schedule I

Site Features and Constraints Concerning Matters of Provincial Interest

The following features are matters of Provincial Interest and/or relate to the Provincial Policy Statement. Please indicate if they are located on the subject property or abutting property and advise if the required technical information to demonstrate consistency with Provincial Policy is attached. Before undertaking any action requirements consult with appropriate authorities to determine details.

Policy	Features/ Constraints	Action Required	Yes On- site	Yes off-site but within 500 metres	No	Identify where the action required has been addressed
1.1.1	Non-farm development outside of urban areas and designated settlement areas or expansions of same	Development proposed outside of or the expansion of these areas require a Justification Analysis	Х			Agricultural Impact Assessment and Planning Justification Report
1.1.3	Class I industry. (Small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only)	A feasibility study is needed for: a) residential and other sensitive uses within 70 metres of a Class I industry or vice-versa;				
	Class II Industry. (Medium scale, processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic)	b) residential and other sensitive uses within 300 metres of a Class II industry or vice-versa; and	X		,	Noise and Vibration Report and Planning Justification Report
	Class III Industry within 1000 metres. (Processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions	c) residential and other sensitive uses within 1000 metres of a Class III industry or vice-versa.				
	Landfill site	A landfill study to address leachate, odour, vermin and other impacts is needed.			x	
	Sewage treatment plant Waste stabilization	A feasibility study is needed for residential and other sensitive uses.			Х	
	pond				Χ	
	Active railway lines	Within 100 metres, a			Χ	
	Controlled access highways or freeways, including designated future ones	feasibility study is needed for development			X	
	Electric transformer stations	Within 200 metres, a noise study is needed for development.			Х	

Policy	Features/Constraints	Action Required	Yes On- site	Yes off- site but within 500 metres	No	Identify where the action required has been addressed
1.1.3	Airports where noise exposure forecast (NEF) or noise	A feasibility study is needed for:		11161165		
	exposure projection (NEP) is 28 or greater	a) Group 1 uses (residential) between the 28 and 30 NEF/NEP contour. At or above the 30 NEF/NEP contour development may not be permitted. Redevelopment of existing residential uses may be considered above 30 NEF/NEP provided that it has been demonstrated that there will be no negative impacts on the long-term function of the airport.			X	
		b) Group 2 uses (office/commercial) at or above the 30 NEF/NEP contour.				
		c) Group 3 uses (industrial) at or above the 35 NEF/NEP contour.				
1.2.1	Affordable Housing	Encourage housing forms and densities designed to be affordable to moderate and lower income households.			х	
1.3.3	Transportation and infrastructure corridors	The continuous linear characteristics of significant transportation and infrastructure corridors and rights-of-way to be protected.			Х	
2.1.3	Prime agricultural land	Only agricultural, secondary and agricultural related uses are permitted within prime agricultural area designations. Removal of lands from prime agricultural areas will require a Justification Study.	x			Agricultural Impact Assessment and Planning Justification Repor
2.1.4	Agricultural operations	A separation distance calculation under the Minimum Distance Separation Formula for non-agricultural uses to be complied with and submitted concurrently with the application.	x			Agricultural Impac Assessment and Planning Justification Report
2.2.3.2	Existing pits and quarries	It must be demonstrated that proposed development will not preclude the continued use of existing pits and quarries.			х	
2.2.3.3	Protection of mineral aggregate resources	Within or adjacent to mineral aggregate resource areas, justification is needed for non-mineral aggregate development.			Х	
2.3.1	Significant portions of habitat of endangered and threatened species	Within this feature, development is not permitted. Within 50 metres an Environmental Impact Study is needed.			Х	Environmental Impact Study
2.3.1	Significant woodlands and valleylands, significant areas of natural and scientific interest (ANSI), significant wildlife habitat, fish habitat	Except for fish habitat and valleylands, within these features or within 50 metres of the feature, an Environmental Impact Study is needed for proposed development. Within 30 metres of a valleyland, an Environmental Impact Study is needed which must include fish habitat.			х	Environmental Impact Study

Policy	Features/Constraints	Action Required	Yes On- site	Yes off- site but within 500 metres	No	Identify where the action required has been addressed
2.3.1	Significant wetlands	Within significant wetlands development is not permitted. Within 120 metres, and Environmental Impact Study is needed.			Х	Environmental Impact Study
2.3.3	Diversity of natural features and their natural connections	Within 50 metres of a significant natural corridor an Environmental Impact Study is needed.	Х			Environmental Impact Study
2.4.1	Surface water, groundwater, sensitive groundwater recharge/discharge areas, headwaters and aquifers	It must be demonstrated that the quality and quantity of these features will be protected or enhanced.	X			Environmental Impact Study
2.5.1	Significant cultural heritage landscapes and built heritage resources	Development to conserve significant cultural heritage landscapes and built heritage resources.	Х			Environmental Impact Study
2.5.2	Significant archaeological resources	In areas containing significant archaeological potential and resources, these resources are to be studied and preserved, or where appropriate, removed, catalogued and analyzed prior to development. Contact Heritage Resource Officer			х	Stage 1, 2 and 3 Archaeological Assessment
3.1.1	Erosion hazards and unstable soils or bedrock	Areas of unstable soils or bedrock and within the 100- year erosion limit of ravines, river valleys and streams, development should be restricted.			X	Geotechnical Report and Fluvial Geomorphological and Erosion Hazard Deliniation
3.1.2	Flooding hazards	Within the regulatory shoreline, a feasibility study is needed, but within defined portions of the dynamic beach and defined portions of the 100-year flood level along connecting channels, development should be restricted.			X	
3.1.2	Flood plains	Where one zone flood plain management is in effect, development is not permitted within the flood plain. Where two-zone flood management is in effect, development is not permitted within the floodway. Where a Special Policy Area (SPA) is in effect, development must meet the official plan policies for the SPA.			x	
3.2.1	Mine hazards or former mineral resource operations	Development on or adjacent to such features will only be permitted if satisfactory rehabilitation measures have been completed.			Х	
3.2.2	Contaminated sites	In areas of possible soil contamination, an inventory of previous uses is needed and site restoration to ensure no adverse effect.			Х	Phase 1 and 2 Environmental Site Assessment

SCHEDULE II

SIGNING OF THE PROPERTY

The Corporation of the Town of Caledon requires, on all applications for amendments to the Official Plan and Zoning By-law and applications for Temporary Use By-Laws, that the applicant erects a sign(s) on the proposed property in accordance with the following requirements:

- a) Upon applying for an amendment to the Official Plan and/or Zoning By-law the applicant shall erect and maintain in a structurally sound condition, the required sign(s). The cost of the sign(s) is the responsibility of the applicant.
- b) Sign Specifications:
 - i) <u>Size:</u> The sign must be 1.2 metres wide by 1.2 metres high with a 0.6 metre ground clearance.
 - ii) <u>Material:</u> It is recommended that the sign be constructed using a 19 mm exterior grade plywood panel. Vertical structural members should be 100 mm by 100 mm fir, installed to a depth of 1.2 metres below grade: 50 mm by 50 mm horizontal fir stringers should be located behind the top, bottom and centre of the sign panel.
 - iii) Paint: Sign panels and all structural members must be painted with a quality paint. Lettering to be black inscribed on a white background.
 - iv) <u>Lettering:</u> The sign is to be professionally lettered or silk screened, using upper case letters, size 50 mm and 100 mm.
 - v) <u>Location</u>: One sign shall be erected along each street frontage of the property, and shall be erected at a minimum distance of 6 metres from the lot line and midway between the adjacent property lines.
 - vi) Wording: The sign for only a proposed Official Plan Amendment will read as follows:

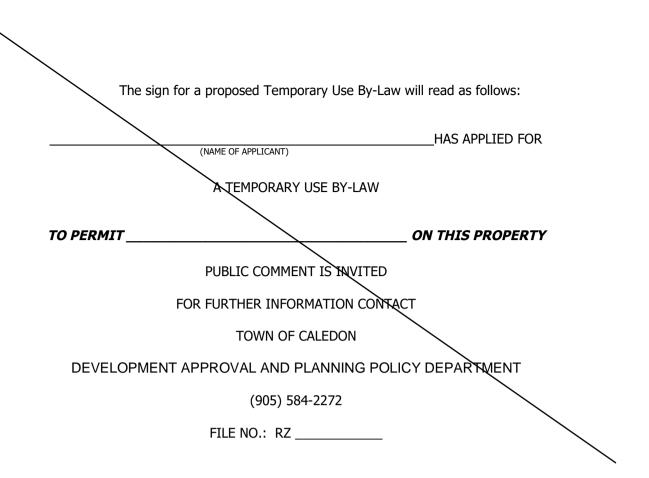
	HAS APPLIED F	OR	
(NAME OF APPLICANT)			
AN OFFICIAL PLAN AMENDMENT FROM		(5555)	
	(EXISTING)	(PROPOSED)	
TO PERMIT	ON THIS PROP	ERTY	
PUBLIC COMMENT IS II	NVITED		
FOR FURTHER INFORMATION CONTACT			
TOWN OF CALEDON			
	_		
PLANNING AND DEVELOPMENT DEPARTMENT			
(905) 584-2272			
,			
FILE NO.: POPA			

The sign for only a	proposed Zoning By-law A	Amendment will read as follows:
		HAS APPLIED FOR
	(NAME OF APPLICANT)	TO.
A REZONING FROM _	(EXISTING)	TO
_		ON THIS PROPERTY
	PUBLIC COMMENT IS	SINVITED
FO	REFURTHER INFORMAT	TION CONTACT
	TOWN OF CALE	DON
DEVELOPMENT	APPROVAL AND PLANI	NING POLICY DEPARTMENT
	(905) 584-227	72
	FILE NO.: RZ	
The sign for a proposed C	Official Plan and Zoning B	y-law Amendment will read as follows:
QR Dixie LTH ES	S LP and QR Dixie ES	GP Inc. HAS APPLIED FOR
	(NAME OF APPLICANT)	
AN OFFICIAL PLAN AME	ENDMENT FROM Prim	<u>le Agricultural</u> TO <u>Prestige Industrial</u> (PROPOSED)
AND A REZONING FROM	A1 and EPA2	TO MP-XX and EPA2
	(EXISTING)	(PROPOSED)
TO PERMIT_	Employment Uses	ON THIS PROPERTY
	PUBLIC COMMENT IS	SINVITED
FO	R FURTHER INFORMAT	TION CONTACT
	TOWN OF CALE	DOM

DEVELOPMENT APPROVAL AND PLANNING POLICY DEPARTMENT

(905) 584-2272

FILE NOS.: POPA_____AND RZ____



- c) The photo(s) illustrating the required sign(s) erected on the subject property must be submitted to the Development Approval and Planning Policy Department **prior to circulation of the application**.
- d) Once an amendment to the Official Plan and/or Zoning By-law, or Temporary Use By-Law has been dealt with by the Town of Caledon Council, the sign on the property should be removed. If the sign is not removed within 30 days of receiving notification of approval from the Town of Caledon staff, the Town will take the sign down and charge the applicant accordingly through taxes.