

**The Corporation Of The Township Of Stone Mills
 4504 County Road 4, Centreville, Ontario, K0K 1N0
 Tel. 613 378 2475 -- Fax. 613 378 0033**



Application For Consent To Sever

These Boxes To Be Completed By Municipal Staff

Consent File Number	Date Of Application

The undersigned hereby applies to the Committee of Adjustment for the Township of Stone Mills under Section 53 of the Planning Act, RSO 1990, c.P.13, as amended.

ASSESSMENT ROLL NUMBER

Every parcel of land in Ontario is assigned an individual number for assessment purposes by the Municipal Property Assessment Corporation (MPAC). This 19 digit number which starts with "1124" can be found on your property tax bill or on any notice of assessment from MPAC.

1124 -

OWNER

Identify the legal owner(s) of the subject lands as it appears on your deed of land, assessment notice or tax bill. If the Owner has recently purchased the lands, a copy of the transfer/deed must be included with the application. If this application is being submitted pursuant to a condition of an agreement of purchase and sale, the application must be submitted in the name of the current owner.

Name(s)	
Civic Address	
Mailing Address	
City/Town	
Province	
Postal Code	
Res. Telephone	
Bus. Telephone	
Cell Telephone	
Email	

PURPOSE OF APPLICATION

Identify the desired end result of the submission of this application. If a validation or correction of title is required, you must attach copy of the Deed to which the application pertains.

Creation Of A New Lot		Addition To Existing Lot	
Right-Of-Way		Easement	
Validation Of Title		Lease	

INTENDED TRANSFEREE

If known, identify the name of the person to whom the parcel of land is to be transferred arising from the approval of this application. If this information is not known, please state "Unknown".

LEGAL DESCRIPTION OF SUBJECT LANDS

Please include the legal description of the subject lands (the lands which are the subject of this application), as indicated on your deed/transfer, assessment notice or tax bill. A copy of your deed/transfer may be required should the information contained in Township records be different from that provided herein.

CIVIC ADDRESS

Include the civic address (911 number) assigned to the subject lands. If no civic address has been assigned, identify the closest civic address to the subject lands and the direction of that civic address from the subject lands.

DIRECTIONS

Provide directions as to how to find the subject lands from the nearest major intersection. A map should be included on a separate page should the written description be insufficient.

EASEMENTS/RESTRICTIVE COVENANTS

Describe any easements or restrictive covenants affecting the subject lands and it's effect on the subject lands.

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DIMENSIONS

Include the dimensions for the severed parcel (part that is being severed) and the retained parcel (the balance of the lands after the severed parcel has been removed).

Severed Parcel	Particulars	Retained Parcel
	Frontage (Meters)	
	Depth (Meters)	
	Area (Hectares)	

USES OF THE LAND

Describe the existing and proposed uses of the subject lands.

	Existing	Proposed
Severed Parcel		
Retained Parcel		

BUILDINGS AND STRUCTURES

Describe the existing and proposed buildings on the subject lands.

	Existing	Proposed
Severed Parcel		
Retained Parcel		

ACCESS

Access to the land is provided by

Provincial Highway		Municipal Road Maintained Year Round	
Municipal Road Maintained Seasonally		Other Public Road	
Right-Of-Way		Water	

WATER ACCESS

If access to the land will be by water only, indicate the parking and docking facilities to be used and the approximate distance of these facilities from the land and the nearest public road.

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WATER SUPPLY

Indicate how potable water will be made available

Public Owned and Operated		Individual	
Privately Owned and Operated		Communal	
Lake/River		None	

SEWAGE DISPOSAL

Indicate how sewage disposal be made available.

Public Owned and Operated		Individual	
Privately Owned and Operated		Communal	
Pit Privy		None	

OFFICIAL PLAN

The Official Plan provides policy level designations for all lands within the Township. The intent of these land use designations is to guide development in an orderly manner with minimal conflict between existing or proposed uses of land. Identify all land use designations that apply to the subject lands.

Designation Descriptions			
Rural		Hamlet	
Resource Lands – Agricultural		Resource Lands – Mineral Aggregates	
Industrial		Waste Management	
Environment Protection Areas		Natural Hazards	

ZONING BYLAW

The zoning bylaw implements the policies of the official plan by establishing zones in which certain specific uses are permitted together with regulations that affect that use of land. If multiple zones exist on the subject lands, identify each zone and the approximate location of that zone. If only one zone exists, indicate this zone applies to all of the lands.

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PLAN OF SUBDIVISION OR CONSENT

If known, has the subject land ever been the the subject of an application for approval of a plan of subdivision under Section 51 of the Planning Act or a consent under section 53 of the Planning Act. If yes, indicate the following.

File Number	Status

PRIOR SEVERANCES

Has any land been severed from the parcel originally acquired by the owner of the subject land. If yes, provide the following:

Date Of Transfer	Name Of Transferee	Uses Of The Severerd Parcel

OTHER PLANNING ACT APPLICATIONS

Identify any other application under the Planning Act that has been or is to be submitted with respect to the subject lands, such as an official plan amendment, zoning bylaw amendment , minor variance or another severance application.

Application	Date Of Application	File Number	Status

PROVINCIAL POLICY STATEMENTS AND PLANS

The Minister may issue policy statements on matters of municipal planning that are deemed to be of provincial interest. Applicants are required to consider the Provincial Policy Statements and Provincial Plans such as the Oak Ridges Moraine Conservation Act, 2001 when submitting an application.

Is this application consistent with the Provincial Policy Statements	Yes	No

Explain why the application is not consistent with Provincial Policy Statements

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Does this application conforms to or does not conflict with a Provincial Plan	Yes	No	Not Applicable

MORTGAGEE

Identify the person, company and contact information for the mortgagee when a mortgage is being held with respect to the subject lands

Name	
Civic Address	
Mailing Address	
City/Town	
Province	
Postal Code	
Bus. Telephone	
Cell Telephone	
Email	

OWNERSHIP OF ABUTTING LANDS

If the Owner holds title to lots that have a common boundary line with that of the subject lands, these lots may have merged into one lot pursuant to the Planning Act. Indicate the Assessment Roll Number for each lot that has a common boundary line with that of the subject lands.

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SIGHT LINE

If one was standing at the entrance to the lot proposed by this applicaiton, indicate the distance one is able to see approaching traffic in each direction.

Distance	Direction

ENTRANCE SPACING

If one was standing at the entrance to the lot proposed by this application, indicate the distance to the next entrances on the same side of the road.

Distance	Direction

APPOINTMENT OF AGENT

If the applicant is not the owner of the subject land, the owner(s) must provide written authorization on the applicable form which allows the agent to submit the application and to represent the owner in all respects with this application. Indicate the name of the agent appointed by the owner.

Agent Name	
Civic Address	
Mailing Address	
City/Town	
Province	
Postal Code	
Res. Telephone	
Bus. Telephone	
Cell Telephone	
Email	

DECLARATION OF APPLICANT

This section must be completed by the Owner or his/her Agent when an agent has been appointed. The applicant upon signing this application is declaring that the information contained in the application is accurate and true. This is a legal document submitted pursuant to the *Planning Act*.

Notwithstanding the acceptance of this application by the Township of Stone Mills, failure to disclose, identify or include information that may subsequently be deemed of relevance to the Township of Stone Mills, could result in the application being denied or deferred until such time as the information is available.

A Commissioner Of Oaths must witness the actual signing of this application form. Failure to have all signatures witnessed could result in this application not being accepted or declined.

The undersigned, identified as the applicant hereby solemnly declares:

1. That all statements contained in this application are accurate and true;
2. Representatives of the Township of Stone mills as well as representatives from other levels of government or any agency thereof who have been deemed to have an interest in a matter arising from this application, are authorized to enter upon the lands and to conduct any inspection necessary that may have an impact on a decision relating to this application; and
3. Makes this 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*.

Signature Of Applicant	Signature Of Applicant
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Declared before me atthis day of,

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Signature Of Commissioner

REVIEW AND ACCEPTANCE

The undersigned having reviewed this application hereby deems this application to be complete and accepts this application on behalf of the Township of Stone Mills.

Date	Name	Signature
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PRE-CONSULTATION

County, Entrance Permit

When the access to the subject lands is from a County Road, the Owner is encouraged to pre-consult with The County Of Lennox And Addington to ensure availability of an entrance permit, and that the location of that entrance is appropriate for the proposal.

MNR, Species At Risk

The Ministry of Natural Resources and Forestry (MNR) is responsible for the administration of the Endangered Species Act 2007. The MNR have identified several species at risk together with their habitat within the Township. Owners are encouraged to pre-consult with the MNR at the Peterborough District Office at 705 755 2001 or consult the MNR website prior to the submission of an application.

IDENTIFICATION

The applicant shall ensure the severed parcel is clearly identified by placing multiple strips of red survey tape where survey posts are to be placed to identify the proposed lot boundaries.

REQUIREMENTS FOR A COMPLETE APPLICATION

For an application to be deemed complete, the following minimum information must be submitted as part of the application.

1. A fully completed Consent Application form with all questions responded to
2. A sketch of the proposal as outlined below prepared by an Ontario Land Surveyor
3. The required application fee and the refundable security deposit
4. A Prior Consents Report itemizing all previous severances applicable to the subject lands since January 1, 1998
5. A Reserve Sewage System Capacity Report
6. Such other reports that may be required in accordance with the Policies of the Official Plan
7. A Transfer of title of the lands if the lands have been recently purchased or at any time where Township records do not indicate the applicant as the registered owner
8. Evidence prepared by a qualified professional that confirms that the proposal conforms with Section 7.5.1 of the Official Plan which limits the number of lots that may be created by consent since January 1, 1998
9. A Minimum Distance Separation (MDS) Report, if the application proposes to create a new residential building lot within 1000 meters of a "Livestock Facility" or proposes to create a new Livestock Facility within 1000 meters of a "Residential Use" as defined by the Ontario Minimum Distance Separation Guidelines
10. A signed Agent Authorization Form when the owner is appointing another person to represent him or her in respect to the preparation, submission, presentation, inquiries, correspondence, or notices relating to this application
11. A signed Acknowledgment of Costs
12. The signatures appearing on the last page have been Commissioned by a person so authorized

SKETCH

A sketch that accurately depicts the proposal must be submitted with the application. The sketch shall be prepared by an **Ontario Land Surveyor** and reflect the dimensions in metric units indicated in this application. Each sketch shall include:

1. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
2. the approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing;
3. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained;
4. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
5. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that, are located on the subject land and on land that is adjacent to it, and
6. in the applicant's opinion, may affect the application;
7. the current uses of land that is adjacent to the subject land (for example, residential, agricultural or commercial);
8. the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
9. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used;
10. the location and nature of any easement affecting the subject land
11. the abutting parcel of land if it is owned by the same owner,
12. the location and name of any roads or right-of-ways or easements,
13. the location of parking and boat docking facilities,
14. a north directional arrow,
15. any existing or proposed entrance,
16. when applicable, the distance between existing structures and the proposed lot lines, and
17. such other information that may be of relevance to this application.

REPORTS

In addition to the minimum requirements of Ontario Regulation 197-96 a report may be required whenever a development proposal is submitted when certain features or constraints to development exist on or in close proximity to the site of the development proposal. The following table is a list of features or constraints to development and the potential impacts of these on the development proposal.

When required, a report shall demonstrate:

- the impacts of this feature or constraint on the proposed development;
- the impacts of the development on the feature or constraint; and
- any measures that may be required to mitigate such impacts.

A report shall be prepared by a Qualified Professional with knowledge and expertise within the field applicable to the nature of the feature or constraints being studied.