

Form 1 – *The Planning Act*
THE CORPORATION OF THE

TOWNSHIP OF ALNWICK/HALDIMAND
10836 COUNTY ROAD NO. 2, P.O. BOX 70
GRAFTON ON K0K 2G0

APPLICATION FOR CONSENT

Fee: \$800.00 per application

NOTES: Your submission will be returned if the application and/or diagram have not been completed, as required.

If the property in question is held in joint tenancy, both parties are required to sign the application.

***** PLEASE PRINT USING LARGE BLOCK LETTERS *****

1. Name of Owner(s) _____ Tele. #: _____
Address: _____ Postal Code: _____

2. Name of Applicant's Solicitor (if any) _____
Address: _____ Tele. #: _____

3. Name of Authorized Agent (if any) _____
Address: _____ Tele. #: _____

4. Please specify to whom all communications should be sent:

Owner () Agent () Solicitor ()

5. Name of person(s) (purchaser, lessee, mortgage, etc.) to whom land or interest in land is to be conveyed, leased or mortgaged:

6. Type and purpose of transaction:

- | | |
|---|---|
| <input type="checkbox"/> Mortgage or Charge | <input type="checkbox"/> Partial discharge of mortgage |
| <input type="checkbox"/> Easement – Right of way | <input type="checkbox"/> Agreement of Sale and Purchase |
| <input type="checkbox"/> Correction of title | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> Conveyance: | |
| i) <input type="checkbox"/> Creation of new lot | |
| ii) <input type="checkbox"/> Technical severance (is the land being severed and the land being retained were formerly separate holdings but have since become consolidated) | |
| iii) <input type="checkbox"/> Addition to a lot | |
| iv) <input type="checkbox"/> Creation of lot(s) for semi detached or row housing. | |

7. Location of Land (within Alnwick/Haldimand Township):

Street/Road Name: _____
Concession #: _____ Lot #: _____
Registered Plan#: _____ Part #: _____

8. FOR SITE VISIT PURPOSES: Please describe in detail directions from nearest Hamlet

9. Total number of lots (including retained lots) which are the subject of this application: _____

d) Please elaborate with particulars of any item marked above: _____

e) Number and type of buildings and structures on the land to be retained: _____

17. SERVICES (Proposed and/or existing):

	<u>Severed</u>	<u>Retained</u>
a) Municipal Water and Private Sewage	()	()
Well and Private Sewage	()	()
Other, please specify: _____		

b) When will proposed services be available? _____

c) If a septic system exists on either the retained or severed parcel, state when it was installed and if it was approved and inspected by the Health Unit:

Severed: _____
Retained: _____

d) Is there tile drain on either the severed or retained parcels? Yes () No ()
If yes, please show the location of the tile drainage on the sketch.

18. ACCESS:

	<u>Severed</u>	<u>Retained</u>
a) Unopened Road Allowance	()	()
Open Municipal Road	()	()
County Road No.	()	()
Other, please specify: _____		

b) Name of Public Highway: _____

c) Is the access by water? **Yes** () **No** ()
If yes, what boat docking and parking facilities are available at the point of road access? _____

d) If there is no access by public road, street or water, what means of access is proposed? _____

19. PREVIOUS SEVERANCES:

a) Has the owner previously severed any land from the land holding in which the land to be severed is situated? **Yes** () **No** ()

If **YES**, how many separate parcels have been created? _____

When were these parcels created? _____

For what purposes? _____

Show these parcels on the sketch which is required under item #21.

20. OTHER PLANNING APPLICATIONS IN PROCESS:

a) Is the subject property the subject of a current application for a Plan of Subdivision under Section 33 of **The Planning Act**? **Yes** () **No** ()

b) Is the owner, solicitor or agent applying for any additional consents for the owner simultaneously to this application? **Yes** () **No** ()

c) Is the owner, solicitor or agent applying for any minor variances or permission to extend or enlarge under Section 42 of **The Planning Act** in relation to any land that is the subject of this application? **Yes** () **No** ()

21. Each application must be accompanied by a sketch drawn on an 8 1/2" x 14" sheet of paper, showing the following items:

- a) Abutting lands owned by the grantor showing the boundaries and dimensions;
- b) The distance between the grantor's land and the nearest Township lot line or appropriate landmark (i.e. bridge, railway crossing, etc.)
- c) The parcel of land that is the subject of the application showing the boundaries and dimensions of the parcel and showing the part of the parcel that is to be severed and the part that is to be retained and the location of all land previously severed;
- d) The approximate location of all natural and artificial features on the subject land (i.e. buildings, railways, highways, watercourses, drainage ditches, banks, slopes, swamps, wooded areas, wells and septic tanks, etc.) and the location of any of these features on adjacent lands which may affect the application;
- e) The use of adjoining lands (i.e. residential, agricultural, cottage, commercial etc.)
- f) The location, width and names of all road allowances, rights-of-way, streets or highways within or abutting the property, indicating whether they are public travelled road, private roads or rights-of-way or unopened road allowances;
- g) The location and nature of any restrictive covenant or easement affecting the subject lands. **SEE ATTACHED SAMPLE DRAWING**

Date of Application

Signature of applicant

Signature of applicant

AFFIDAVIT TO BE TAKEN IN FRONT OF A COMMISSIONER, ETC.

I/WE _____ of the Municipality of the _____, in the County of Northumberland, solemnly declare that:

All above statements and the statements contained in all of the exhibits transmitted herewith are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me at the _____ of _____, in the _____ of _____, this _____ day of _____, A.D. _____.

A Commissioner, etc.

Signature of owner or authorized agent.*

*** If signed by an agent, written authorization of the owner must accompany the application. If the applicant is a corporation, the application shall be signed by an officer of the corporation and the corporation's seal shall be affixed.**

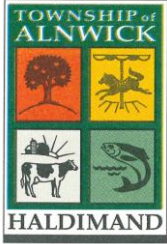
FOR OFFICE USE ONLY:

1. To be completed prior to Hearing:
 - a) Committee File Number: _____
 - b) Committee Submission Number: _____
 - c) Hearing Date: _____
 - d) Date of Receipt of completed application: _____
 - e) Checked by: _____
 - f) Zoning By-Law No. _____ Sections: _____
Zone: _____
 - g) Official Plan designation: _____
 - h) Agricultural Land Use Classification in Canada Land Inventory: _____
 - i) Site Visit carried out by staff and/or committee member: Yes () No ()
 - j) Minor Variances or by-law amendment required? Yes () No ()
 - k) Authorization of owner received (if required)? Yes () No ()
 - l) Conformity with the Agricultural Code of Practice, if applicable? Yes () No ()
2. To be completed prior to mailing submission to Minister, senior planning officer, etc.
Date Notice of Decision sent to the applicant, to the Minister and where applicable, to the senior planning officer: _____

ARE THERE ANY OF THE FOLLOWING USES OR FEATURES ON, OR WITHIN 500 METRES OF THE SUBJECT LAND (SEVERED AND RETAINED): please check all appropriate boxes,

ANSWERS TO BE: "YES" OR "NO"

Use or Feature	On the subject lands (severed And retained)	Within 500 metres of the subject lands (severed and retained).
An agricultural operation (including abattoir, Livestock facility, or Stockyard)		
A watercourse (i.e. creek Stream, river)		
A wetland (i.e. marsh Swamp, low, seasonally Wet areas, or wooded Wet areas)		
A steep slope		
And active or abandoned Rail line		
A Commercial or Industrial use		
A natural gas or Petroleum pipeline		
A Landfill (dump) site non-operational		
Agriculture (i.e. pasture Fields, cash crops, etc)		
Provincial Park or Crown Lands		



Form 1 – *The Planning Act*
THE CORPORATION OF THE

TOWNSHIP OF ALNWICK/HALDIMAND
10836 COUNTY ROAD NO. 2, P.O. BOX 70
GRAFTON ON K0K 2G0
APPLICATION FOR CONSENT

INSTRUCTIONAL SHEET

Before applying for a Consent, the Land Severance Administrator/Planning Co-ordinator, suggests you check out any Township By-Laws that might affect your land.

USING THE APPLICATION FORM:

For each lot being proposed for creation, you are required to submit one copy of the application form and a diagram to the Planning Co-ordinator at the Municipal Office, Grafton. The application form must be either TYPED or handwritten in LARGE, CLEAR BLOCK letters. The diagram is to be drawn on the assessment mapping (which would be provided) or survey, if available, to scale and **be in accordance with the sample sketch requirements.**

The severed portion is to be outlined in **RED** and the retained portion outlined in **GREEN**. The dimensions **must** be shown on the sketch and **must** correspond with the measurements on the application form. It is helpful when a brief history of the subject lands is attached.

The applicable Fee **must** accompany each application and this fee will not be refunded. If an application is changed after submitted, a revision fee may be charged.

The application is to be completed by the Owner of the property or his authorized agent. Where it is being made by an agent, the written authorization of the Owner **must accompany the application.** If the property is in joint names, both signatures must be on the application.

The Affidavit on the third page must be taken by a Commissioner.

An application must be submitted at least three weeks prior to a meeting before it can be scheduled for a Hearing. The forms can either be mailed or hand delivered to the Municipal Office at the above noted address.

FAILURE TO COMPLY WITH ANY OF THE ABOVE, ONLY RESULTS IN THE APPLICATION BEING RETURNED, AS INCOMPLETE.

Dealing with the Application:

After receiving the completed application, the Planning Co-ordinator circulates various agencies, such as the Health Unit, Ministry of Agriculture and Food, Conservation Authority, etc., for comments. In considering a division of land, the Planning Co-ordinator must have regard for Section 50 (4) of *The Planning Act*. For this reason, it is advisable to check the Official Plan and Restricted Area By-Law that may be in effect in the Municipality.

A fluorescent coloured card will be sent to you for posting on the proposed severed lands. A date will be appointed for the purpose of hearing your application and all persons who desire to be heard in support of or in opposition to your application may attend. If you do not attend and are not represented at the Hearing, the Planning Co-ordinator may proceed in your absence and you will not be entitled to any further notice in the proceedings. After all matters have been discussed, the Planning Co-ordinator may either adjourn the Hearing or make a decision. If the Hearing is to be adjourned to another date, the Planning Co-ordinator will announce the date of a subsequent Hearing. In any event, a "Notice of Decision" will be mailed to you when available.

In making a decision, the Planning Co-ordinator may impose conditions to the application for consent. These conditions may be required to be fulfilled prior to the completion of the transaction as mentioned in the decision.

The Applicant, the Minister or any other person who has an interest in the matter may lodge an appeal against the decision and/or conditions of consent to the Ontario Municipal Board, by sending notice of appeal before the expiration of the last date for appeal as set out in the Notice of Decision, by registered mail, to the Planning Co-ordinator. The Fee for an appeal is **\$125.00** and must be submitted with the appeal.

If the consent is granted and no appeal has been lodged on or before the last date of appeal, the Planning Co-ordinator will notify the applicant or his agent by return mail, in accordance with Section 52(7) that the consent is final and binding.

When you have received the latter sent in accordance with Section 52(7) of the Planning Act, take it and the "Notice of Decision" to your solicitor. Before the transfer of the lands from the Owner to the purchaser can take place, all conditions of consent must be fulfilled within **ONE YEAR**.

DO NOT FORGET, that any conditions mentioned in the "Notice of Decision" must be completed within **one year**, and the Planning Co-ordinator's Certificate issued prior to the expiration of two years from the date the Consent was given in accordance with Section 52(7) of *The Planning Act*, otherwise the consent becomes NULL AND VOID.