



TOWNSHIP of MATACHEWAN

Application for CONSENT

- Introduction:** The submission of an application to the municipality for a Consent is provided for in the *Planning Act* s. (53). This form must be completed and accompanied with the required fee prior to consideration by Council or a Committee of Council. The purpose of these guidelines is to assist persons in completing the application for a Consent. Should you require clarification on any matter covered by this application form, please contact the Municipal Office.
- Application Fees:** Each application must be accompanied by the **application fee (deposit) of \$1,000.00** in the form of a cheque payable to the Township of Matachewan. This fee shall be considered a deposit, which is used to pay all legal, planning and other associated costs with respect to the processing of the subject application. If the total costs incurred by the municipality should exceed the amount of the application fee, the applicant shall pay the outstanding balance before the municipality finalizes the approval.
- Authorization:** If the applicant (agent or solicitor) is not the owner of the subject land, a written statement by the owner must accompany the application, which authorizes the applicant to act on behalf of the owner as it relates to the subject application (see page 6).
- Drawing:** All applications for a Consent must include an accurate, to scale, drawing (see page 5).
- Supporting Information:** Additional information may be required by the municipality, county, local and provincial agencies in order to evaluate the proposed Consent. This information is often a requirement of the local Official Plan, Provincial policies and/or applicable regulations. The required information may include studies or reports to deal with such matters as environmental impacts, traffic, water supply, sewage disposal and storm water management.
- In addition, the applicant may be required to submit a more detailed site plan, under **site plan control**, prepared by a qualified professional, showing the proposed development including all new buildings and structures, parking areas, landscaping and other site information as required by the municipality.
- Ontario Regulation 197/96 outlines required information to be included in an application for Consent. This is identified in the following application with an asterisk * beside the question number.
- Application Processing:** Upon receipt of an **application**, the required **fee** and **other information** as may be required, Council will determine whether there is sufficient merit in processing the application further (i.e. the circulation of notice and the holding of at least one public meeting as required by the *Planning Act*). The applicant will be provided notice of any decision made by the Council concerning the application. Consents are approved by Council.
- Further Information:** Ms. Janet Gore
CAO-Clerk-Treasurer
Township of Matachewan
PO Box 177; 283 Moyneur Avenue
Matachewan, ON P0K 1M0
- Telephone: (705) 565-2274
- Fees:** \$1000.00
- Copies:** One (1) copy of this application, including the drawing and other information as may be specified, shall be required.

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Note: Asterisk * identifies required information outlined in Schedule 1, Ontario Regulation 197/96.

1. * APPLICANT INFORMATION

a) Registered Owner(s): _____

Address: _____

e-mail address: _____

b) Phone: Home _____ Work _____ Fax _____

If the application will be represented, prepared or submitted by someone other than the registered owner(s) please specify:

c) Authorized Agent(s): _____

Address: _____

e-mail address: _____

d) Phone: Home _____ Work _____ Fax _____

NOTE: Unless otherwise requested, all communication will be sent to the agent, if any.

2. * PURPOSE OF THE APPLICATION:

Creation of a New Lot

Correction of Title

Addition to a Lot

Other Purpose _____

Easement/Right-of-Way

If lot addition, identify the lands to which the severed parcel will be added : _____

3. * Name of person(s), if known, to whom land or interest in land is intended to be conveyed, leased or charged :

4. * LEGAL DESCRIPTION OF THE ENTIRE PROPERTY:

Municipal Address: _____

Lot: _____ Concession: _____ Township: _____ Registered Plan No.: _____

Part/Lot/Block: _____ Parcel: _____

5. * Are there any easements or restrictive covenants affecting the Subject Land? Yes No

If "Yes", please describe easement or covenant and its effect: _____

6. Names and addresses of any mortgages, charges or other encumbrances in respect of the subject land:

7. Date the subject land was acquired by the current owner: _____

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8. * DIMENSIONS OF THE PROPERTY:

	Lot Frontage (m)	Lot Depth (m)	Lot Area (ha)
Severed Lot (A)	_____	_____	_____
Retained Lot (B)	_____	_____	_____

9. * EXISTING AND PROPOSED USE OF LAND:

	Existing Use of the Land	Proposed Use of the Land
Severed Lot (A)	_____	_____
Retained Lot (B)	_____	_____

10. * EXISTING AND PROPOSED BUILDINGS AND STRUCTURES:

	Existing Buildings and Structures	Proposed Buildings and Structures
Severed Lot (A)	_____	_____
Retained Lot (B)	_____	_____

11. * ACCESS TO LAND:

	Provincial Highway	Year-Round Municipal Road	Seasonal Municipal Road	Other Public Road or Right-of-way	Water
Severed Lot (A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retained Lot (B)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If access to the subject land is by water only, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road:

12. * INDICATE THE APPLICABLE WATER SUPPLY AND SEWAGE DISPOSAL:

	Municipal Water	Communal Water	Private Well	Lake or other Water body	Municipal Sewers	Communal Septic	Private Septic
Severed Lot (A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retained Lot (B)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13. * OFFICIAL PLAN DESIGNATION: _____

14. ZONING: _____

15. * Has the subject land ever been, or is it now, 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 *Act*? Yes No

If "Yes", File No. of Application: _____ Status of Application: _____

16. * Has any land been severed from the parcel originally acquired by the owner? Yes No

If "Yes", Date of the Transfer: _____ Name of Transferee: _____

Uses of the severed land: _____

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17. * Is the land subject to an application for Minor Variance, Zoning By-law Amendment or an Official Plan Amendment? Yes No

If "Yes", please provide the following information:

File No. of Application: _____ Status of Application: _____

Purpose of Application: _____

PROVINCIAL POLICY

18. * Is the application consistent with policy statements issued under subsection 3(1) of the *Planning Act*? Yes No

19. * Is the land within an area designated under any provincial plan or plans? Yes No

If "Yes", does the application conform to or not conflict with the applicable provincial plan or plans? _____

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APPLICATION SKETCH

20. * **ACCURATE, TO SCALE, DRAWING OF PROPOSAL:** In the space below or on a separate page(s), please provide a drawing of the proposal. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal.

APPLICANT'S NAME:

DATE:

* The drawing(s) should show:

- Property boundaries & dimensions
- Distance to nearest township lot line or landmark
- Boundaries & dimensions of **severed (A)** and **retained (B)** portions
- Location of all land previously severed from the original parcel
- Adjacent land uses (residential, commercial, agricultural, etc.)
- Easements or restrictive covenants
- Approximate location of all natural and artificial features on subject land and on land adjacent to subject land that, in the opinion of the applicant, may affect the application (buildings, railways, watercourses, drainage ditches, rivers or stream banks, wells and septic tanks)
- Location, name and width of abutting public roads, allowances, rights-of-way
- If access to subject land is by water only, location of parking & docking facilities to be used
- North arrow

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AFFIDAVIT:

I (we) _____ of the _____ of _____ (municipality),
District of _____ solemnly declare that all the statements contained in this application are
true, and I (we) make solemn 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*.

DECLARED before me at the _____ of _____ (municipality), District of
_____ this _____ day of _____, 20__.

Signature of Owner

Date

Signature of Commissioner

Date

AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER:

(If affidavit is signed by an Agent/Solicitor on Owner's behalf, the Owner's written authorization below must be completed.)

I (we) _____ of the _____ of _____ (municipality),
District of _____ do hereby authorize _____
to act as my agent in this application.

Signature of Owner(s)

Date

APPLICATION AND FEE OF \$_____ RECEIVED BY THE MUNICIPALITY:

Signature of Employee

Date