



The Corporation of the Township of Georgian Bay

99 Lone Pine Road, Port Severn, Ontario, L0K 1S0
Phone: 1-800-567-0187 Facsimile: (705) 538-1850
web: www.gbtownship.ca
email: planning@gbtownship.ca

Planning Department

APPLICATION FOR CONSENT

OFFICE USE ONLY			
Date Received _____		Application Number _____	
Complete Application <input type="checkbox"/> Yes <input type="checkbox"/> No		Applicable Fees Paid <input type="checkbox"/> Yes <input type="checkbox"/> No	
Date Accepted _____		Received By _____	

COMPLETENESS OF THE APPLICATION: This application form sets out the information that must be provided by the applicant, as prescribed in the various Ontario Regulations made under the Planning Act. It also sets out other information that will assist the Township and others in their planning evaluation of the proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. If the requested information, including the plans and fee, is not provided, the Township will return the application or refuse to further consider the application until the information, plans and fee have been provided.

1. Applicant Information

Name of Registered Owner(s) _____

Mailing Address _____

Phone Numbers (please specify) 1) _____ 2) _____ 3) _____

Fax _____ E-Mail _____

Name of Solicitor _____

(if involved) _____

Mailing Address _____

Phone Numbers (please specify) 1) _____ 2) _____ 3) _____

Fax _____ E-Mail _____

Name of Agent(s) _____

(if involved) _____

Mailing Address _____

Phone Numbers (please specify) 1) _____ 2) _____ 3) _____

Fax _____ E-Mail _____

Please specify to whom you wish communications to be sent (owner will receive automatically if nothing selected.)

Owner Authorized Agent Solicitor

2. Subject Property Information

Municipality _____ Ward or Former Township _____

Lot Number _____ Concession Number _____

Registered Plan of Subdivision Number (if any) _____

Lot Number on Plan _____ Reference Plan Number _____

Part Number on Survey _____ Roll Number _____

Municipal Address / 911 Address _____

What is the existing zoning of subject property _____

What is the existing Official Plan designation(s) of the subject property _____

3. Type / Purpose of Proposed Transaction

Conveyance (i.e. sale or other transfer of ownership of land):

Creation of New Lot **NOTE:** Plan of Survey required. – See Section 8 for details

Technical Severance (i.e. lots were previously separate but have since merged in title)

Note - Attach letter of explanation, including dates of purchase and merging.

Addition to Another Lot

Other (specify – i.e. lease, correction of title, etc.) _____

Grant of Easement or Right of Way _____

Name of person(s) to whom land or interest in land is intended to be conveyed, etc. (if known)

Relationship of purchaser to present owner of land _____

4. Description of the Subject Lands

Dimensions of Proposed **Severed** Lot (or dimensions of the right-of-way, if that is all that is being severed)

Frontage on Road _____ Frontage on Water _____

Depth _____ Width _____ Area _____

A Plan of Survey is required for all applications for the creation of new lot(s). The Plan of Survey must be prepared, on-site field verified, and certified by an Ontario Land Surveyor which includes the applicable dimensions specified in Section 8 of this application form. For all other types of applications (i.e. lot addition, lease, easement, right-of-way, etc.), a Site Plan drawn to scale and in metric which includes all required information specified in Section 8 of this application form.

Use of Proposed **Severed** Lot

Existing	Proposed	
<input type="checkbox"/>	<input type="checkbox"/>	Vacant
<input type="checkbox"/>	<input type="checkbox"/>	Seasonal Residential
<input type="checkbox"/>	<input type="checkbox"/>	Permanent Residential
<input type="checkbox"/>	<input type="checkbox"/>	Multiple Residential (Apartments, Townhouses, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	Agricultural
<input type="checkbox"/>	<input type="checkbox"/>	Bush Lot (No Building Potential)
<input type="checkbox"/>	<input type="checkbox"/>	Commercial*
<input type="checkbox"/>	<input type="checkbox"/>	Industrial*
<input type="checkbox"/>	<input type="checkbox"/>	Addition to Abutting Lands
<input type="checkbox"/>	<input type="checkbox"/>	Grant of Right-of-Way
<input type="checkbox"/>	<input type="checkbox"/>	Other*

*Please Specify _____

Provide any additional details of above, if necessary _____

Number and Type of Buildings (Existing and Proposed) on Proposed **Severed** Lot _____

Dimensions of Proposed **Retained** Lot (or dimensions of the right-of-way, if that is all that is being severed)

Frontage on Road _____ Frontage on Water _____

Depth _____ Width _____ Area _____

Use of Proposed **Retained** Lot

Existing	Proposed	
<input type="checkbox"/>	<input type="checkbox"/>	Vacant
<input type="checkbox"/>	<input type="checkbox"/>	Seasonal Residential
<input type="checkbox"/>	<input type="checkbox"/>	Permanent Residential
<input type="checkbox"/>	<input type="checkbox"/>	Multiple Residential (Apartments, Townhouses, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	Agricultural
<input type="checkbox"/>	<input type="checkbox"/>	Bush Lot (No Building Potential)
<input type="checkbox"/>	<input type="checkbox"/>	Commercial*
<input type="checkbox"/>	<input type="checkbox"/>	Industrial*
<input type="checkbox"/>	<input type="checkbox"/>	Addition to Abutting Lands
<input type="checkbox"/>	<input type="checkbox"/>	Grant of Right-of-Way
<input type="checkbox"/>	<input type="checkbox"/>	Other*

*Please Specify _____

Provide any additional details of above, if necessary _____

Number and Type of Buildings (Existing and Proposed) on Proposed **Retained** Lot _____

5. Access

Type of Access for Proposed **Severed** Lot:

- Municipal Road (Year Round Maintained)
- Municipal Road (Seasonally Maintained)
- Proposed Private Road
- Provincial Highway
- Water
- Existing Private Road

Name of Street or Road _____

If by water, what is the distance to mainland _____

Type of Access for Proposed **Retained** Lot

- Municipal Road (Year Round Maintained)
- Municipal Road (Seasonally Maintained)
- Proposed Private Road
- Provincial Highway
- Water
- Existing Private Road

Name of Street or Road _____

If by water, what is the distance to mainland _____

If the proposed access is by water, describe the docking and parking facilities to be used on the mainland? Specify the name of the Marina, where applicable, and attach a letter of their ability to accommodate new docking and parking.

If access to the subject land is a private road, who owns the land over which the road crosses, who is responsible for the road's maintenance, and is the road maintained seasonally or all year? _____

Entrance(s) for **Severed** Lot Existing Proposed

Entrance(s) for **Retained** Lot Existing Proposed

Please be sure to illustrate the existing and/or proposed entrances on your sketch.

If the entrance(s) is proposed, has an Entrance Permit been applied for Yes No

6. Servicing Information

Type of Water Supply Proposed

- | | | |
|--------------------------|--------------------------|---|
| Existing | Proposed | |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipally Owned and Operated Piped Sewers |
| <input type="checkbox"/> | <input type="checkbox"/> | Lake / River |
| <input type="checkbox"/> | <input type="checkbox"/> | Well |
| <input type="checkbox"/> | <input type="checkbox"/> | Other _____ |

Are the above services Existing
 Shared with another building or lot (specify) _____
 Proposed upon construction

Type of Sewage Disposal Proposed

- | | | |
|--------------------------|--------------------------|--|
| Existing | Proposed | |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipally Owned and Operated Piped Water |
| <input type="checkbox"/> | <input type="checkbox"/> | Septic Tank and Tile Field |
| <input type="checkbox"/> | <input type="checkbox"/> | Pit Privy |
| <input type="checkbox"/> | <input type="checkbox"/> | Other _____ |

Are the above services Existing
 Shared with another building or lot (specify) _____
 Proposed upon construction

Are there any restrictive covenants or easements affecting the lands (i.e. rights of way, utility easements, etc.) Explain and show location on sketch map

7. History of the Subject Lands

Have the subject lands ever in the past been the subject of an application for consent or a Plan of Subdivision under the Planning Act Yes No Unknown

If yes, and known, specify the appropriate file number and status of the application _____

Has the present owner severed any land from the parcel originally required Yes No

If 'yes', please show previous severances on the required sketch and supply the following information

Number of Lots Created _____ Year Lots Created _____

Land Use _____ Name of Transferee _____

Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision under Section 51 of the Planning Act, R.S.O., 1990, c.P.13, or its predecessors? Yes No

Is the Owner, Solicitor or Agent applying for additional consents on these holdings simultaneously with this application, or considering applying for additional consents in the future? Yes No

Is the Owner, Solicitor or Agent applying for any minor variance or permission to extend or enlarge under Section 45 of the Planning Act, R.S.O., 1990, c.P.13, in relation to any land that is the subject of this application?
 Yes No

Is there any other information that you think may be useful to the Township of Georgian Bay or other agencies in reviewing this application? If so, please explain below or attach on a separate page

8. PLAN OF SURVEY/SITE PLAN REQUIREMENTS:

DRAWINGS – The applicant shall attach to this application two (2) copies of Plan of Survey/Site Plan coloured coded as follows:

- **RED** – Severed lot(s), unless the severed 'lot' is a right-of-way or easement only
- **GREEN** – Retained lot(s)
- **YELLOW** – Right-of-Ways – all new right-of-ways or easements should be shown in **yellow only**, even if it also represents a severed 'lot'
- **BLUE** – i) In right-of-ways, the lands to which a right-of-way is being granted.
ii) in lot additions, the lands to which the severed or retained lot are being joined.

PLAN OF SURVEY REQUIRED FOR NEW LOT CREATION:

For the creation of new lots, a Plan of Survey prepared, on-site field verified, and certified by an Ontario Land Surveyor must be drawn to scale and IN METRIC showing the following information:

- Legend, scale, north arrow, date, revision date(s), name of person or firm that prepared the plan.
- The boundaries and dimensions of the subject land including the proposed lot area (measured by the total horizontal area within the lot lines of a lot or island above the controlled high water mark for properties with frontage on inland lakes and above the elevation of 177.4 m Canadian Geodetic Datum for properties with frontage on Georgian Bay) and proposed lot frontages.
- The severed lands and all of the abutting retained or other lands owned by the applicant, including dimensions and area of the lots.
- The distance between the grantor's land and the nearest Township lot line (where applicable).
- The location of all previous severances from the subject property.
- The location of all natural and artificial features on the subject lands and adjacent lands that may affect the applications, such as buildings, septic systems, wells, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, slopes, wooded areas, etc.
- The use of adjoining lands (i.e. residential, cottage, commercial, agricultural, etc.).
- The location, width and names of any roads within or abutting the subject lands, indicating whether they are public traveled roads, private roads, right-of-ways or unopened road allowances.
- If access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- The location and nature of any restrictive covenant or easements affecting the property.
- The location of present or proposed entrances to the severed and retained parcel(s).
- Outline on both the severed and retained lots the potential location(s) for a septic area.
- The size and location of all buildings.
- If access is by water only, the location of the parking and boat docking facilities to be used. Attach a letter from the Marina confirming adequate boat docking and vehicle parking facilities are available.
- All 911 / Municipal addresses are to be shown on the application.

SITE PLAN REQUIRED FOR ALL OTHER APPLICATIONS:

For all other consent applications (i.e. lot additions, easements, right-of-way, etc) a Site Plan drawn to scale and IN METRIC shall be submitted showing the following information:

- Legend, scale, north arrow, date, revision date(s), name of person or firm that prepared the plan;
- The boundaries and dimensions of the subject land.
- The severed lands and all of the abutting retained or other lands owned by the applicant, including dimensions and area of the lots.
- The distance between the grantor's land and the nearest Township lot line (where applicable)

- The location of all previous severances from the subject property.
- The location of all natural and artificial features on the subject lands and adjacent lands that may affect the applications, such as buildings, septic systems, wells, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, slopes, wooded areas, etc.
- The use of adjoining lands (i.e. residential, cottage, commercial, agricultural, etc.).
- The location, width and names of any roads within or abutting the subject lands, indicating whether they are public traveled roads, private roads, right-of-ways or unopened road allowances.
- If access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- The location and nature of any restrictive covenant or easements affecting the property.
- The location of present or proposed entrances to the severed and retained parcel(s).
- Outline on both the severed and retained lots the potential location(s) for a septic area.
- The size and location of all buildings.
- If access is by water only, the location of the parking and boat docking facilities to be used. Attach a letter from the Marina confirming adequate boat docking and vehicle parking facilities are available.
- All 911 / Municipal addresses are to be shown on the application.

NOTE: When required by the Committee of Adjustment, the Plan required above shall be signed by an Ontario Land Surveyor, but otherwise a hand drawn sketch **to scale** will be acceptable. However, once consent has been granted, a survey will be required in most instances in order for your Solicitor to describe the severed lot in the deed. It is, however, very important that dimensions shown on the sketch and in the application be accurate, since if the final survey differs from the original sketch, you may be required to submit a new application showing the correct dimensions. If you are unable to obtain accurate measurements, you should consider engaging a surveyor to either prepare the sketch, or to make some preliminary calculations for you.

AFFIDAVIT OR SWORN DECLARATION FOR THE PRESCRIBED INFORMATION

I / We _____ solemnly declare that all statements contained in this application and in all statements contained in all exhibits transmitted herewith are true and I / We 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 and by virtue of the Canada Evidence Act. I further agree for the purposes of the Municipal Freedom of Information and Protection Privacy Act, to authorize and consent to the use by of the disclosure to any person of public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing the application.

DECLARED before me at the Township of _____)
 Georgian Bay, in the District of Muskoka)
 on this _____ day of _____)
 20____.) _____
 Signature of Applicant, Solicitor or Authorized Agent
 _____)
 If signed by a Solicitor or Agent, written authorization from the
 Registered Owner(s) must accompany the application or the
 authorization form below must be completed.
 _____)
 A Commissioner, etc.)

AUTHORIZATION OF OWNER(S)

I / We _____ am / are the registered owner(s) of the land that is the subject of this application for consent and for the purposes of the Freedom of Information and Protection of Privacy Act, I / we authorize _____ to make this application on my / our behalf.

This authorization also allows the applicant to appear at any hearing(s) of the application and provide any information or material required by the Committee of Adjustment relevant to the application on my / our behalf.

_____ Date _____

 Signature(s) of Owner(s)

PERMISSION TO ENTER PROPERTY

I / We _____ hereby authorize the members of the Committee of Adjustment, members of the staff of the Township of Georgian Bay and designated consultants to enter onto the above-noted property for the limited purposes of evaluating the merits of this application over the time this application is under consideration by the Township.

_____ Date _____

 Signature(s) of Owner(s)

THE PLANNING SERVICES AGREEMENT MUST BE SIGNED BY THE OWNER(S) OF THE SUBJECT LAND EVEN IF THEY HAVE AN AGENT ACTING ON THEIR BEHALF

PLANNING SERVICES AGREEMENT

Between

The Corporation of the Township of Georgian Bay (hereinafter called the Township)

-and-

Owner(s) (hereinafter called the Applicant)

WHEREAS THIS AGREEMENT is entered into pursuant to the provisions of By-law 2012-98 of the Corporation of the Township of Georgian Bay

1. THIS AGREEMENT WITNESSES THAT IN CONSIDERATION OF THE MUTUAL COVENANTS SET OUT BELOW, THE PARTIES AGREE AS FOLLOWS:

The Applicant agrees to provide the Township with the following:

- a) any information in the Applicant's possession concerning the planning aspects of the application;
- b) all surveys, drawings, sketches or plans, as required for the processing of the application; and,
- c) the applicable application fee(s) as prescribed by By-law 2012-98.

2. WHEREAS AN APPEAL HAS BEEN RECEIVED TO ANY OF THE FOLLOWING:

An application for a minor variance, a zoning by-law amendment, an official plan amendment, a consent application, or a site plan agreement; **AND** if an Ontario Municipal Board Hearing is required, **THEN** a deposit of \$6,000.00 shall be submitted to the Township by the Applicant prior to the submission of the request for approval to the Ontario Municipal Board (this amount shall be for all fees and disbursements paid to the Township's Solicitor and expert witnesses called to testify by the Township and for all disbursements incurred by the Township in connection with the application.) Any surplus funds shall be refunded to the Applicant following final approval of the application. Should the costs referred to above exceed \$6,000.00, the Applicant shall reimburse the Township for all such costs.

3. The Township agrees to process the application in accordance with the requirements of the Planning Act, R.S.O. 1990, Chapter P.13.

4. Where the Township finds it necessary to make extensive use of professional assistance in preparation for an Ontario Municipal Board Hearing, or where the Hearing is of more than two (2) days in duration, the Township may submit to the Applicant, and the Applicant agrees to pay promptly, interim accounts from time to time in respect of all reasonable expenses incurred by the Township, payment for which have been made by the Township or invoices for which have been received by the Township.

IN WITNESS WHEREOF the Applicant and the Township has caused its corporate seal to be affixed over the signature of its respective signing officers.

SIGNED, SEALED AND DELIVERED in the presence of:

Witness)	
Date)	
Witness)	Per: _____
Date)	Per: _____
)	Signature of Owner(s)
)	The Corporation of the Township of Georgian Bay
)	Per: _____
)	Director of Planning

PLEASE READ THE FOLLOWING INFORMATION TO ENSURE YOUR APPLICATION IS COMPLETE BEFORE SUBMITTING IT TO THE TOWNSHIP

INFORMATION TO BE SUBMITTED

Applicants are advised to request a pre-consultation with staff of the Planning Department prior to the submission of the application to gain preliminary planning review and direction. Detailed information of the proposed development, lot characteristics, surrounding land uses and natural features are required at the pre-consultation stage. Pre-consultation can improve application processing times. Delays in processing the application may result if staff determines the application to be incomplete and/or inaccurate.

INFORMATION AND MATERIAL TO BE INCLUDED IN AN APPLICATION FOR CONSENT UNDER SUBSECTION 53 (2) OF THE ACT

1. The name, address, telephone number and, if applicable, the e-mail address of the owner of the subject land, and of the agent if the applicant is the owner's authorized agent.
2. The date of the application.
3. The type and purpose of the proposed transaction (for example, a transfer for the creation of a new lot, a lot addition, an easement, a charge, a lease or a correction of title).
4. If known, the name of the person to whom the land or an interest in the land is to be transferred, charged or leased.
5. A description of the subject land, including such information as the municipality, or the geographic township in unorganized territory, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers, and street names and numbers.
6. Whether there are any easements or restrictive covenants affecting the subject land.
7. If the answer to section 6 is yes, a description of each easement or covenant and its effect.
8. The following information, with respect to the land intended to be severed and the land intended to be retained:
 - (a) the frontage, depth and area, in metric units;
 - (b) the existing and proposed uses of the land;
 - (c) the existing and proposed buildings and structures on the land;
 - (d) whether access to the land will be,
 - (i) by a provincial highway, a municipal road that is maintained all year or seasonally, another public road or a right of way, or
 - (ii) by water;
 - (e) if access to the land will be by water only, the parking and docking facilities to be used and the approximate distance of these facilities from the land and the nearest public road;
 - (f) whether water will be provided by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake or other water body or other means; and
 - (g) whether sewage disposal will be provided by a publicly owned and operated sanitary sewage system, a privately owned and operated individual or communal septic system, a privy or other means.
9. The current designation of the subject land in the applicable official plan.
10. If known,
 - (a) whether the subject land has ever been the subject of an application for approval of a plan of subdivision under section 51 of the Act or a consent under section 53 of the Act; and
 - (b) if the answer to clause (a) is yes, the file number of the application and the status of the application.
11. Whether any land has been severed from the parcel originally acquired by the owner of the subject land.
12. If the answer to section 11 is yes, the date of the transfer, the name of the transferee and the uses of the severed land.
13. If known,
 - (a) whether the subject land is the subject of any other application under the Act, such as an application for an amendment to an official plan, a zoning by-law or a Minister's zoning order, an application for a minor variance or an application for an approval of a plan of subdivision or a consent; and
 - (b) if the answer to clause (a) is yes, the file number of the application and the status of the application.
14. A sketch showing the following, in metric units:
 - (a) the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
 - (b) the approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing;
 - (c) 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;
 - (d) the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
 - (e) 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,
 - (i) are located on the subject land and on land that is adjacent to it, and
 - (ii) in the applicant's opinion, may affect the application;
 - (f) the current uses of land that is adjacent to the subject land (for example, residential, agricultural or commercial);

- (g) 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;
- (h) if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and
- (i) the location and nature of any easement affecting the subject land.

15. Whether the application is consistent with policy statements issued under subsection 3 (1) of the Act.

16. Whether the subject land is within an area of land designated under any provincial plan or plans.

17. If the answer to section 16 is yes, whether the application conforms to or does not conflict with the applicable provincial plan or plans.

18. If the applicant is not the owner of the subject land, the owner's written authorization to the applicant to make the application.

19. An affidavit or sworn declaration by the applicant that the information required under this Schedule and provided by the applicant is accurate.

POSTING NOTICE – After your application is submitted, this office will supply you with an 11” x 17” green sign which must be placed on the severed lot in a clearly visible location. The purpose of this sign is to assist the reporting agencies in locating your property when they conduct a site inspection. This sign is also required as a form of Public Notice under Provincial Regulations. Accordingly, failure to comply with the posting of the sign will mean proper notice was **not** given and any approval given by the Committee of Adjustment under those circumstances can be challenged and it may be necessary to recirculate your application.

APPLICATION FEE – It is required that this application be filed with the Secretary-Treasurer of the Committee of Adjustment and be accompanied by a fee of **\$1,000 (\$400 for each subsequent application)**.

RE-CIRCULATION FEE – If your application needs to be re-circulated there will be a fee of **\$300**.

CONCURRENT MINOR VARIANCE FEE – If your request requires a minor variance, the fee is **\$650** for a concurrent minor variance application.

The applicant shall provide one (1) original application form for each application.

DRAWINGS – The applicant shall attach to this application two (2) copies of Plan of Survey/Site Plan coloured coded as follows:

- **RED** – Severed lot(s), unless the severed 'lot' is a right-of-way or easement only
- **GREEN** – Retained lot(s)
- **YELLOW** – Right-of-Ways – all new right-of-ways or easements should be shown in **yellow only**, even if it also represents a severed 'lot'
- **BLUE** – i) In right-of-ways, the lands to which a right-of-way is being granted.
ii) in lot additions, the lands to which the severed or retained lot are being joined.

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For the creation of new lots, a Plan of Survey prepared, on-site field verified, and certified by an Ontario Land Surveyor must be drawn to scale and IN METRIC showing the following information:

- Legend, scale, north arrow, date, revision date(s), name of person or firm that prepared the plan.
- The boundaries and dimensions of the subject land including the proposed lot area (measured by the total horizontal area within the lot lines of a lot or island above the controlled high water mark for properties with frontage on inland lakes and above the elevation of 177.4 m Canadian Geodetic Datum for properties with frontage on Georgian Bay) and proposed lot frontages.
- The severed lands and all of the abutting retained or other lands owned by the applicant, including dimensions and area of the lots.
- The distance between the grantor's land and the nearest Township lot line (where applicable).
- The location of all previous severances from the subject property.
- The location of all natural and artificial features on the subject lands and adjacent lands that may affect the applications, such as buildings, septic systems, wells, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, slopes, wooded areas, etc.
- The use of adjoining lands (i.e. residential, cottage, commercial, agricultural, etc.).
- The location, width and names of any roads within or abutting the subject lands, indicating whether they are public traveled roads, private roads, right-of-ways or unopened road allowances.
- If access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- The location and nature of any restrictive covenant or easements affecting the property.
- The location of present or proposed entrances to the severed and retained parcel(s).
- Outline on both the severed and retained lots the potential location(s) for a septic area.
- The size and location of all buildings.
- If access is by water only, the location of the parking and boat docking facilities to be used. Attach a letter from the Marina confirming adequate boat docking and vehicle parking facilities are available.
- All 911 / Municipal addresses are to be shown on the application.

SITE PLAN REQUIRED FOR ALL OTHER APPLICATIONS:

For all other consent applications (i.e. lot additions, easements, right-of-way, etc.) a Site Plan drawn to scale and IN METRIC shall be submitted showing the following information:

- Legend, scale, north arrow, date, revision date(s), name of person or firm that prepared the plan;
- The boundaries and dimensions of the subject land.
- The severed lands and all of the abutting retained or other lands owned by the applicant, including dimensions and area of the lots.
- The distance between the grantor's land and the nearest Township lot line (where applicable)
- The location of all previous severances from the subject property.
- The location of all natural and artificial features on the subject lands and adjacent lands that may affect the applications, such as buildings, septic systems, wells, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, slopes, wooded areas, etc.
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THE APPLICANT HEREBY ACKNOWLEDGES AND AGREES

- To reimburse the Municipality for any costs incurred in processing this application which are above and beyond the amount of the application fee.
- If required by the Municipality to pay a deposit in addition to the application fee, prior to the processing of this application to cover anticipated professional and other processing costs beyond normal application requirements.
- To pay all costs, legal and otherwise, that may be incurred by the Municipality with respect to an Ontario Municipal Board Hearing that may be held as a result of this application for a severance.
- To have the lands subject of this application for consent properly posted as required and recognizes that failure to do so may result in a delay in processing this application.
- That this application and all studies submitted in support of this application may be made available for public review, pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act.
- That there may be additional approvals (i.e. rezoning application, minor variance application, building permit, etc.) and additional fees and charges (i.e. building permit fees, parkland dedication fees, development charges, etc.) associated with any development approved in conjunction with this application; and,
- That they may be required to provide additional information that will assist the Township in assessing this application and that the Township may not be able to process the application unless the additional information is submitted.