



Land Division Committee/Committee of Adjustment

Applications for Consent (Severance)

It is important to discuss any proposal with the Senior Planner prior to submitting an application

Application for consent is made by submitting the required application form, fully completed, together with the required fees and an acceptable sketch of the property. The sketch must be to scale, **in metric**, and include all of the information required.

Please note that any application not accompanied by an acceptable sketch will be deemed to be incomplete and will not be processed. Only one copy of the application and sketch is required. The sketch must be supplied on a **letter sized (8 ½" x 11") sheet of paper. Any other size of sketch will not be accepted.**

The sketch must include the following:

- The boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land.
- The distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.
- The boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained. 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 location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
- The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land that may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- The existing uses on adjacent land, such as residential, agricultural and commercial uses.
- 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.
- The location and nature of any easement(s) or rights-of-way affecting the subject land.

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 Appointment of Authorized Agent Form must be completed. 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.

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

2019 FEES

Please note that the following fees must be submitted with the application:

- Township of Alnwick/Haldimand - **\$1,000.00**
- County of Northumberland – Septic Inspection - **\$600.00** (for 1 application), **\$1,200.00** (2 applications), **\$1,800.00** (3 applications)
- County of Northumberland – Planning Comments - **\$250.00**
- Lower Trent Conservation Authority - **\$400.00** (1 application), **\$600.00** (2 or 3 applications)
OR Ganaraska Conservation Authority **\$500.00**

FEES ARE NON-REFUNDABLE

If you have any questions, please contact:

Jennifer Current, B.A. (Hons.), MCIP, RPP
Secretary Treasurer, Land Division Committee
Township of Alnwick/Haldimand
10836 County Road #2
Grafton, Ontario K0K 2G0
T: (905) 349-2822, Ext. 23 F: (905) 349-3259
E-mail: jcurrent@ahwp.ca



APPLICATION FOR CONSENT

Under Section 53 of the Planning Act

Application # _____

This application for approval under Section 53 of the Planning Act must be **fully completed** to the satisfaction of the Township of Alnwick/Haldimand, before the formal processing of the application will begin. The personal information on this form is collected under the Planning Act, R.S.O. 1990, as amended. The information is used for the purpose of processing the application. If you have any questions about the collection of personal information, please contact the Clerk, Township of Alnwick/Haldimand, at 905-349-2822.

PROPERTY OWNER

Name:	Telephone #
	Work:
Full Mailing Address (Including Postal Code):	Telephone #
	Home/Cell:
	Fax#:
	E-mail Address:

AGENT (If Applicable - Authorizing Agent Form Required)

Name:	Telephone #
	Work:
Full Mailing Address (including Postal Code):	Telephone #
	Home/Cell:
	Fax #:
	E-mail Address:

PROPERTY INFORMATION

Legal Description (ie. Lot/Con):
Assessment Roll #:
Civic Address (911 Address - If no number is assigned, please indicate the closest number and location):
Geographic Municipality:
Easements or Restrictive Covenants Affecting Property (ie. Hydro/Bell etc. - show on sketch):
Existing Access to Subject Property (Include Road Name):

Existing Water Supply (include type of well):	Proposed Water Supply (include type of well):
Existing Sewage Disposal:	Proposed Sewage Disposal:

PLANNING INFORMATION

Official Plan Designation:
Zoning:
Does this application conform to the Provincial Policy Statements (PPS)?:

PROPOSED TRANSACTION

Type and Purpose of Transaction (Specify - ie. new lot/lot addition/easement/right-of-way etc.):

USE OF PROPERTY

		Existing	Proposed
Use of Property	Severed		
	Retained		
Buildings or Structures on Property	Severed		
	Retained		

OWNERSHIP AND CONTINUED USE OF PROPERTY

Date The Subject Land Was Acquired By The Current Owner:
Date The Existing Buildings Or Structures On The Subject Land Were Constructed:
Length Of Time That The Existing Uses Of The Subject Land Have Continued:

PROPOSED LOT CONFIGURATION

Location/Area	Severed Lot	Retained Lot
Lot Frontage		
Lot Depth		
Lot Area		

RELATED APPLICATIONS

Previous Consent or Plan of Subdivision Applications (Provide Detail):

Related Planning Applications:

RELEVANT FEATURES (Please Check Those That Apply)

Feature	On Property	Within 750 Metres of Property
Landfill (Active or Closed)	<input type="checkbox"/>	<input type="checkbox"/>
Hydro Easement Agricultural Barn	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Treatment Plant	<input type="checkbox"/>	<input type="checkbox"/>
Airport	<input type="checkbox"/>	<input type="checkbox"/>
Flood Plain	<input type="checkbox"/>	<input type="checkbox"/>
Aggregate Extraction Operation	<input type="checkbox"/>	<input type="checkbox"/>
Noxious Industrial Use	<input type="checkbox"/>	<input type="checkbox"/>
Provincial Park	<input type="checkbox"/>	<input type="checkbox"/>
Rail Line Right-of-way	<input type="checkbox"/>	<input type="checkbox"/>
Natural Gas Pipeline	<input type="checkbox"/>	<input type="checkbox"/>
Oil Pipeline	<input type="checkbox"/>	<input type="checkbox"/>

SOURCE WATER PROTECTION INFORMATION

Is the subject property located within a Vulnerable Area as identified by the Trent Source Protection Plan? Yes No

If Yes, please complete the following:

Note: Part IV of the Clean Water Act requires the applicant obtain a "Section 59 Notice to Proceed" from a Risk Management Official before an application for an approval under the Planning Act or a building permit can proceed.

Please identify the Vulnerable Area in which the subject property is located:

Grafton municipal well system Wellhead Protection Area

Check all activities that may be associated with the proposal.

- Fuel Handling and Storage (eg. home heating oil, fuel retail outlets, farm fuel)
- Chemical Handling and Storage (eg. paints, degreasers, solvents, cleaning agents)
- Agricultural Activities (eg. fertilizer use, pesticide use, storage or application of manure, grazing or pasturing of animals)
- Stormwater Management (eg. drainage ditches, swales, retention ponds, drainage tiles, piped systems, water treatment, vehicle washing)
- Sewage Systems new or enlarged (eg. septic systems, holding tanks, communal sewage systems)
- Application, Handling and Storage of Road Salt
- Snow Storage
- Waste Disposal (eg. Industrial/commercial waste, waste from septic/holding tanks)
- Creation of a Transport Pathway (eg. building foundation, basement, a well, a culvert, underground water or sewer systems, geothermal system, tile drains)

Note: Section 27(3), Ontario Regulation 287/07 requires the municipality to notify the Source Protection Authority and Source Protection Committee when a new transport pathway may be created.

Describe any proposed activities that would be considered a drinking water threat as defined by the Clean Water Act, 2006.

AGRICULTURAL USES

Use	Severed	Retained
Existing Farm Operation		
Proposed Farm Operation		
<p>Agricultural Uses Within 750 m (Provide Details Including Distance, Capacity Of Barns, Type Of Livestock, Type Of Manure Storage, etc.)</p> <p>Please provide a sketch in the space provided below illustrating nearby agricultural uses.</p>		

APPOINTMENT OF AUTHORIZED AGENT

Please note that once you appoint an agent to act on your behalf, all correspondence, etc. related to the application will be copied and sent to the agent.

I/We _____ of the _____
hereby appoint _____ to act as agent on my/our
behalf regarding _____.

Signature of Owner

Signature of Owner

Signature of Owner

Declared before me at _____ this _____ day
of _____, 2019.

Signature of Commissioner etc.,

Please note that this form must be signed by ALL registered owners of the property.

DECLARATION OF APPLICANT OR AUTHORIZED AGENT

I/We _____ of the _____
solemnly declare that all statements contained in this application 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 and by virtue of the Canada Evidence Act.

I/We further declare that the notification sign posted on the property by Township Staff will
be monitored and I/We will notify Township Staff immediately if for any reason the sign
needs to be reposted.

Signature of Owner or Agent

Signature of Owner or Agent

Signature of Owner or Agent

Declared before me at _____ this _____ day
of _____, 2019.

Signature of Commissioner etc.,

Please note that this form must be signed by ALL registered owners of the property or
their authorized agent.

FOR OFFICE USE ONLY

FEES SUBMITTED

	Amount	Received
Application Fee to Township of Alnwick/Haldimand		
Northumberland County – Septic Inspection		
Northumberland County – Planning Comments		
Conservation Authority – Lower Trent or Ganaraska		

APPLICATION RECEIVED AS COMPLETE

Date:	Signature:
-------	------------

Notification Sign Posted

Date:	Initials:
-------	-----------

Meeting Date:
