



## APPLICATION FOR CONSENT TO SEVER

File No. D10/B-\_\_\_\_\_  
For Office Use Only

Date Received:	Date Complete:	Fee Paid: Cheque #: Receipt #
----------------	----------------	-------------------------------------

This application for approval under Sections 53 of the Planning Act must be **fully completed** to the satisfaction of the Township of Hamilton, before 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 Township Clerk at 905-342-2810.

### 1. Applicant Information:

1.1. Name of Owner: \_\_\_\_\_  
Name of Contact: \_\_\_\_\_  
Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Mailing Address (including Group Box, Postal Code, etc.): \_\_\_\_\_  
E-mail address: \_\_\_\_\_

1.2. Name of Agent: \_\_\_\_\_  
Name of Contact: \_\_\_\_\_  
Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Mailing Address (including Group Box, Postal Code, etc.): \_\_\_\_\_  
E-mail address: \_\_\_\_\_

1.3. Holder(s) of any Mortgages, Charges or Encumbrances  
Name of Contact: \_\_\_\_\_  
Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Mailing Address (including Group Box, Postal Code, etc.): \_\_\_\_\_  
E-mail address: \_\_\_\_\_

Note: All correspondence, notices, etc. initiated by the Township in respect of this Application will, unless otherwise required by law, be directed to the Applicant's Agent where noted above except where no agent is employed, then it will be directed to the Applicant, where the Registered Owner is a numbered company, please indicate a project or development name.

## 2. Purpose of Application

The undersigned hereby applies to the Committee of Adjustment for the Township of Hamilton under Section 53 of the *Planning Act*, R.S.O. 1990, Chapter 13, for a Consent.

**Please indicate the purpose of the application (choose all that apply):**

New Vacant Lot

New Developed Lot

Lot Addition

Right-of-way

Easement

Long Term Lease

Disposal of surplus farm dwelling

Other (validation or correction of title)

If a lot addition, identify the land to which the parcel will be added (address, lot, concession, assessment roll number) \_\_\_\_\_

## 3. Location and Description of Subject Property

3.1. Lot(s) or Part Lot(s): \_\_\_\_\_ Concession: \_\_\_\_\_  
 Part(s): \_\_\_\_\_ Reference Plan #: \_\_\_\_\_ Lot(s)/Block(s): \_\_\_\_\_  
 Registered Plan: \_\_\_\_\_ Roll #1419 \_\_\_\_\_  
 Civic address: \_\_\_\_\_

3.2. Dimension of Subject Property (metric)

Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_ Area: \_\_\_\_\_

3.3. Are there any easements or restrictive covenants affecting the subject property?

Yes      No      If yes, describe the easement or restrictive covenant and its effect.

\_\_\_\_\_

## 4. Planning Information

4.1. What is the Official Plan designation(s) of the subject property? \_\_\_\_\_

4.2. What is the present zoning of the subject property? \_\_\_\_\_

4.3. Does this application conform to the Provincial Policy Statement (PPS)? \_\_\_\_\_

## 5. Proposed Lot Configuration

	Severed Lot	Retained Lot
Lot Frontage		
Lot Depth		
Lot Area		

**6. Municipal Services Available****6.1. Water**

Municipal water

Communal Water

Private Well

**6.2. Septic**

Septic System

Holding Tank

Year Installed

**6.3. Stormwater**

Storm Sewers

Ditches

Swales

**6.4. Utilities and Easements**

Any on site or adjacent to site? \_\_\_\_\_

**7. Use of Property**

		Existing	Proposed
Use of Property (ie. Agricultural, residential, commercial)	Severed		
	Retained		

		Existing	Proposed
Buildings or Structures on Property (ie. House, garage, shed)	Severed		
	Retained		

Existing Use of Abutting Land

---



---



---

## 8. Source Water Protection Information

- 8.1. Is the subject property located within a Vulnerable Area as identified by the Ganaraska Source Protection Plan?    Yes    No    If yes, please complete the remainder of Section 8.

**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.

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

Baltimore municipal well system Wellhead Protection Area

Camborne municipal well system Wellhead Protection Area

Port Hope Intake Protection Zone

Cobourg Intake Protection Zone

Check all activities that may be associated with the proposal:

Fuel Handling and Storage (eg. home heating oil, fuel retail outlets, farm fuel storage)

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 or commercial waste, waste from septic of holding tanks)

Creation of a Transport Pathway (eg. Building foundation, basement, a well, a culvert, underground water of sewer systems, geothermal system, tile drains)

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

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

---



---



---

## 9. Land Use

Are any of the following uses or features on the subject land or within 500 metres of the subject land (unless otherwise specified)? Please check the appropriate boxes if any apply.

Feature	On Site	Off Site within 500
An agricultural operation including livestock facility or stock yard		
Prime agricultural land		
A land fill site		
A sewage treatment plant or waste stabilization plant		
A Provincially Significant Wetland		

Feature	On Site	Off Site within 500
A Provincially Significant Wetland within 120m of the subject land		
Existing pits and quarries		
Protection of mineral aggregate resources		
Significant woodlands and valley lands, significant areas of natural and scientific interest (ANSI), significant wildlife habitat, fish habitat		
Significant cultural heritage landscapes and built heritage resources		
A flood plain and/or flooding hazard		
Erosion hazard and unstable soils or bedrock		
Contaminated sites		
Mine hazard or former mineral resource operation		
An industrial or commercial use – please specify		
An active railway line		
Controlled access highways		
Hydro Easement		
Natural Gas/Oil Pipeline		

## 10. Other Applications

Has there been a previous application to the Committee of Adjustment for the subject lands?

Yes

No

If yes, please provide the date of application, file number and details: \_\_\_\_\_

---



---

**11. Consent Certificate for Retained Lands**

Are you making a request to obtain a second consent certificate for the retained lands, as referred to in clause 53(42.1)(a) of the *Planning Act*?

Yes

No

**12. Site Sketch**

The application shall be accompanied by a sketch of the subject property showing the following in metric units:

- The boundaries and dimensions of the subject property
- The location and size of any existing and proposed buildings or structures, including their setback from the front yard, rear yard, side yard and opposite side yard
- The approximate location of all natural and artificial features on the subject property and on adjacent lands that may affect the application such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic system
- The existing uses of the lands adjacent to the subject property
- The location, name of roadway abutting the subject property, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way
- The location and nature of any easement affecting the subject property.

**13. Other Information**

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

---

---

---

---

---

---

## 14. Applicant's Acknowledgement

The Applicant hereby acknowledges and agrees:

- that this application and the attached supporting documentation, information and materials, if any, contains information collected and maintained specifically for the purpose of creating a record available to the general public and is open to inspection by any person during normal office hours pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act;
- that a Public Meeting will be held to provide a public forum for debate on the merits of the application. The Public Meeting allows an opportunity for the applicant to present the proposal and address any issues or concerns.
- that placing or posting signage with respect to this application will be the responsibility of the applicant. Signs must be posted on the subject property by a date that will be provided by Township Staff.
- that personal information on this application is collected under the authority of the Municipal Act, as amended, the Planning Act, as amended, and Ontario Regulation 545/06, and will be used for the purpose of processing the application and to determine compliance with the policies and by-laws of the Township of Hamilton;
- that submission of this application constitutes tacit consent for authorized Township staff representative(s) to inspect the subject lands or premises, and to carry out any inspections, tests and investigations as may be required;
- that all vegetation on the subject land(s) must be maintained and no filling, grading or excavating is permitted on the subject land(s) during the processing of this application;
- that additional approvals from the Township and/or other agencies (e.g. building permit, site plan approval, Ganaraska Region Conservation permit, Ministry of Transportation approval) may be required;
- that additional fees and/or charges (e.g. building permit fees, parkland dedication fees, development charges) associated with any development approved in conjunction with this application may be required;
- that additional costs for the processing of the application may be charged where studies, reports, information and/or materials in support of the



application must be reviewed by persons not employed by the Township but retained for that purpose due to an expertise in the area of the study (e.g. traffic, environmental, noise, servicing);

- that conceptual development plans and/or drawings submitted with this application are not reviewed for compliance with the Ontario Building Code (O.B.C.) and/or related regulations;
- that in the event that the Application(s) or any matter related to same is appealed, referred or brought before the OLT (the Ontario Land Tribunal), other tribunal and/or Court, and the Township is required to attend (or, in its sole and absolute discretion, determines it necessary or advisable to attend) at any proceeding including without limitation, motions, case management conferences, telephone conferences, hearings, etc. then in such case the Owner hereby acknowledges and agrees that the Owner shall be responsible to reimburse the Township for all expenses incurred by the Township with respect to such proceedings including without limitation, legal, planning, consultants and/or engineering fees, costs and disbursements.
- that the applicant will be required to pay reasonable legal fees of the Township for the preparation and registration of agreements when such agreements are required; and
- that additional information and/or materials may be required, and therefore, the application may not be deemed complete, nor processed unless the additional information and/or materials are submitted.

### **Permission to Enter Property**

I/We, \_\_\_\_\_, am/are the owner(s) of the land Name(s) that is the subject of this application for consent and give permission to the Township of Hamilton and Committee of Adjustment Members to enter onto the subject lands for the purpose of inspecting the lands to evaluate the merits of the application.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**Owner's Authorization:**

If the applicant is not the owner of the land that is the subject of this application, then written authorization by the owner, authorizing the applicant to prepare and submit the application must be attached, or the owner must complete the authorization set out below.

Is written authorization attached?                      Yes                      No

If **No**, then the following Owner's Authorization for the Agent to prepare and submit the Application **must** be completed:

I, \_\_\_\_\_, am the owner of the land  
(Please Print)

that is the subject of this application and I authorize \_\_\_\_\_ to prepare  
(Please print)

and submit this application on my behalf.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**Declaration:**

I, \_\_\_\_\_, of the \_\_\_\_\_  
(Please print) (e.g. Township of Hamilton)

in the \_\_\_\_\_, solemnly declare that the information  
(e.g. County of Northumberland)

contained in this application is true and that the information contained in the documents that accompany this application in respect of the Sections above is true.

Further, I have carefully read the Acknowledgments in Section 12 above, including without limitation the obligation to reimburse the Township for fees, costs and disbursements and hereby agree to be bound by same.

Sworn (or declared) before me at the \_\_\_\_\_, in  
(e.g. Township of Hamilton)

the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_  
(e.g. County of Northumberland)

in the year \_\_\_\_\_.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Commissioner of Oaths

If the Registered Owner is a Corporate Body:

I, \_\_\_\_\_, have the authority to bind the corporation.

\_\_\_\_\_  
(signature of Principal of Company)

\_\_\_\_\_  
date