



**Municipality of Oliver Paipoonge
THE COMMITTEE OF ADJUSTMENT**

4569 Oliver Road
Murillo, ON P0T 2G0

Telephone: (807) 935-3300
Fax: (807) 935-2161

APPLICATION FOR CONSENT

UNDER SECTION 53 OF THE *PLANNING ACT* TO CONVEY OR GRANT INTEREST IN LAND

The undersigned hereby applies to the Committee of Adjustment for Consent to convey or grant any interest in land as set out below.

INSTRUCTIONS FOR ALL APPLICANTS In Completing Application for Consent Forms

FEE

An application fee of **\$500.00** for each application shall be made payable to the **Municipality of Oliver Paipoonge**. With the exception of the lot to be retained by the Owner, an application shall be filed for each new lot which is to be created.

APPLICATION

All the relevant questions must be answered and the sketch completed correctly before the application will be accepted and processed for a public meeting.

OWNER'S AUTHORIZATION

If an agent or solicitor is acting on behalf of the Owner at the hearing, and is making the declaration mentioned below, written authorization from the Owner should be submitted to the Secretary-Treasurer or the Commissioner of Oaths.

DECLARATION

The declaration section of the Application Form must be completed by a Commissioner of Oaths. Commissioners may be found at all law offices, the City of Thunder Bay, most Provincial Ministry and Township offices, as well as the Committee of Adjustment office (in Murillo).

PUBLIC HEARING

A public hearing will be held approximately one month after the receipt of the completed application and accurate sketch. The applicant will be mailed a Notice of Hearing by the Secretary-Treasurer informing her/him of the Hearing Date. The applicant or an authorized agent or solicitor must attend the hearing to explain the application and to answer questions from the Board. When an agent or solicitor is representing the land Owner at the hearing, written authorization must accompany the application authorizing the agent to appear before the Committee on behalf of his/her client.

DECISION

After the decision is made, the necessary forms will be completed and mailed by the Secretary-Treasurer to the applicant within 15 days of the hearing. Those requesting a copy of the Decision in writing will also receive the Notice of Decision.

APPEALS

For a period of 20 days from the mailing date of a Decision, appeals regarding the Decision of the Board can be appealed to the Ontario Municipal Board. After the 20 day appeal period, the Decision of the Board is final and binding.

DEFERRED APPLICATION

All applications deferred by the Board or by the request of the applicant, may not be deferred for a period longer than one (1) year from the date of the receipt of the original application. Should the period be longer than one year, the applicant will be required to reapply.

TRANSFERS

The applicant has **one year** from the date of the decisions of the Board in which to satisfy all conditions and supply evidence of such to the Secretary-Treasurer of the Committee of Adjustment. At that point the applicant has two options:

- The Transfer/Deed of Land can be stamped and signed by the Committee of Adjustment, or
- A Certificate can be issued to the applicant stating that the conditions have been met. If a Certificate is issued, an applicant has two years (from the date of issuance of the Certificate) in which to transfer the property. If transfer does not then occur, the application becomes null and void.

Application Number:	
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Name of Approval Authority: Committee of Adjustment

Owner Information

Full Name: _____
Last *First*

Address: _____
Street Address *Apt/Unit #*

_____ *City* *Province* *Postal Code*

Home Phone: () Alternate Phone: ()

Please specify to whom all communications should be sent:

- Owner
- Solicitor
- Agent

Agent Information (if applicable)

Name: _____
Last *First*

Address: _____
Street Address *Apt/Unit #*

_____ *City* *Province* *Postal Code*

Phone: () Fax: ()

Purpose of Application

- Type and purpose of proposed transaction:
 - Conveyance (*specify*): New Lot Addition to Lot
 - Other (*specify*): Mortgage Lease Easement Right-of-Way Correction of Title
- Name of person(s) to whom land or interest in land is intended to be conveyed, leased or mortgaged:

- Relationship (if any) of person(s) named in Question 2. to Owner:

- Describe any existing easements or restrictive covenants affecting the subject land and its effect:

Land Information

5. Location of land:

Lot(s) No: _____ Concession No: _____

Lot(s) No: _____ Registered Plan No: _____

Part(s) No: _____ Municipality/Township/
Unorganized _____

6. Current Official Plan designation:

7. Description of land intended to be severed:

Frontage: _____ metres Depth _____ metres Area: _____ hectares

Existing Use: _____ Proposed Use: _____

Number and use of buildings and structures (both existing and proposed) on the land to be severed:

8. Description of land intended to be retained:

Frontage: _____ metres Depth: _____ metres Area: _____ hectares

Existing use: _____ Proposed use: _____

Number and use of buildings and structures (both existing and proposed) on the land to be retained:

9. Number of new lots (not including retained lots) proposed:

10. Type of road access for proposed lot (*specify*): _____

Type of road access for retained lot (*specify*): _____

Is access by water to proposed lot? _____

Is access by water to retained lot? _____

11. What type of water supply is proposed? *(please check appropriate boxes)*

	<u>Proposed Lot</u>	<u>Retained Lot</u>
Municipally owned and operated water system	<input type="checkbox"/>	<input type="checkbox"/>
Lake	<input type="checkbox"/>	<input type="checkbox"/>
Well	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>

12. What type of sewage disposal is proposed? *(please check appropriate boxes)*

	<u>Proposed Lot</u>	<u>Retained Lot</u>
Municipally owned and operated sanitary sewers	<input type="checkbox"/>	<input type="checkbox"/>
Septic tank	<input type="checkbox"/>	<input type="checkbox"/>
Pit privy	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>

13. When will water supply and sewage disposal services be available?

14. Is any part of the land swampy or subject to flooding, seasonal wetness or erosion?

Yes No

If yes, give details:

15. Type of soil:

Clay Gravel Sand Rock

Other: _____

16. Has the Owner previously severed any land from this holding?

Yes No

If yes, please indicate previous severances on the required sketch and supply the following information for each lot severed:

a) Grantee's name: _____

Relationship (if any) to Owner: _____

Use of parcel: _____

Date parcel created: _____

b) Grantee's name: _____

Relationship (if any) to Owner: _____

Use of parcel: _____

Date parcel created: _____

c) Grantee's name: _____

Relationship (if any) to Owner: _____

Use of parcel: _____

Date parcel created: _____

17. 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 50 of the *Planning Act*, 1990 as amended, or its predecessors?

Yes No

If yes, provide File Number: _____

18. Is the Owner, solicitor or agent applying for addition consents in this holding simultaneously with this application, or considering applying for additional consents in the future?

Yes No

19. Is the Owner, solicitor or agent applying for any minor variance, or permission to extend or enlarge under Section 45 of the *Planning Act*, 1990, in relation to any land that is the subject of this application?

Yes No

If yes, provide File Number and status: _____

20. If the subject land the subject of any other application under the *Planning Act*, as amended?

Yes No

If yes, provide File Number and status: _____

21. A sketch is required at the time of the filing of this application.

Minimum requirements will be a sketch showing the following (see sample attached):

- The **boundaries and dimensions** of the subject land and any abutting land that is owned by the Owner of the subject land.
- The **north arrow**.
- The location, size and type of all existing and proposed **buildings and structures** on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot line (metric measurements only).
- The approximate location of all **natural and artificial features** on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, rivers or stream banks, wetlands, wooded areas, wells and septic tanks.
- The **current uses** on the land that is adjacent to the subject land.
- 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.
- If access to the subject land is by water only, the location of the **parking and docking facilities** to be used.
- The location and nature of any **easement** affecting the subject land.
- The location of all **land previously severed** from the parcel originally acquired by the current owner.
- Whether the subject land within an area of land designated under any **Provincial plan**.

Sketch

CERTIFICATION by the Applicant

I/We,

_____ of the _____ in the Province of Ontario, solemnly declare that the statements contained in this application 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*.

Sworn (or declared) before me at the _____ in the Province of Ontario, this _____ day of _____ 20 _____ .

Commissioner of Oaths

Applicant/Authorized Agent

AUTHORIZATION OF THE OWNER FOR AN AGENT TO MAKE APPLICATION

I/We authorize

(name of agent)

to act on my/our behalf in submitting this application. This application has been submitted with my/our full knowledge and endorsement.

Owner(s)

Date

For Office Use Only:

Application No:

Date **completed** application received: