



Corporation of the
the Town of St. Marys



Application for Consent
(Under Section 53 of the Planning Act)

File No. B

Instructions

Each application must be accompanied by the application fee in the form of either cash or a cheque payable to the Town. **An accurate scaled drawing of the subject land must be submitted.**

If the applicant is not the owner of the subject land, a written statement by the owner which authorizes the applicant to act on behalf of the owner as it relates to the subject application, must accompany the application (See Section 13.0).

In addition, the applicant may be required to submit a more detailed site plan in accordance with Section 41 of the Planning Act.

Completeness of the Application

The information in this form that **must** be provided by the applicant is indicated by **black arrows (▶)** on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 197/96 made under the **Planning Act**. The mandatory information must be provided with the appropriate fee and a scaled drawing. If the mandatory information is not provided, the Town will return the application or refuse to further consider the application.

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. As a result, the application may be refused.

Approval Process

Upon receipt of an application, the required fee and other information (as required) the Secretary of the Committee of Adjustment will determine whether the application is complete. Once complete, a notice of hearing will be circulated as required by the Ontario Planning Act. The applicant is encouraged to attend the hearing to present the proposal. The applicant will be provided notice of any decision made by the Committee concerning the application. If no notice of appeal is given within twenty days, the decision of the Committee is final and binding.

For Help

To help you complete the application form, please consult the Building Department in the Town Hall. You can also call the Building Department at (519) 284-2340.

Please Print and Complete or (✓) Appropriate Box(es)

1.0 Application Information

▶ 1.1 Name of Owner(s) An owner's authorization is required if the applicant is not the owner (See Section 11.0)

Name of Owner(s)	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.

1.2 Agent/Applicant - Name of the person who is to be contacted about the application, if different than the owner. (This may be a person or Company acting on behalf of the owner.)

Name of Contact Person (and Company)	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.

▶ **2.0 Location and Size of the Subject Land (Severed and Retained Parcels)**

Street No.	Name of Street/Road	Registered Plan No.	Lot(s)/Block(s)
Reference Plan No.	Part Number(s)	Concession Number(s)	Lot Number(s)
Lot Frontage	Average Width	Average Depth	Lot Area

▶ 2.1 Is there a mortgage or charge in respect of the subject land? Yes No If yes, give the names and addresses of any mortgages or charges

▶ 2.2 Are there any easements or restrictive covenants affecting the subject land? Yes No If yes, describe the easement or covenant and its effect.

▶ 2.3 When were the subject lands acquired by the current owner?

▶ **3.0 Type and purpose of proposed transaction: (check appropriate space)**

Conveyance for: i) creation of new lot or ii) addition to existing lot
If lot addition, identify the land to which parcel will be added:

- Mortgage or Charge
- Partial Discharge of Mortgage
- Lease
- Easement/Right-of-way
- Correction of Title
- Other(Specify) _____

▶ 3.1 Name of Person(s) (purchaser, leasee, mortgagee, etc.) To whom interest in land is intended to be conveyed, leased or charged:

Relationship to owner: _____

▶ 3.2 Description of land:

a) Dimensions of Land –			
To be severed:		To be retained:	
Description	_____	Description	_____
Frontage	_____	Frontage	_____
Average Width	_____	Average Width	_____
Depth	_____	Depth	_____
Area	_____	Area	_____

► 3.3 Use of land (please check appropriate space):

To be severed:	Existing	Proposed
Urban Residential	<input type="checkbox"/>	<input type="checkbox"/>
Rural Residential	<input type="checkbox"/>	<input type="checkbox"/>
Commercial	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural	<input type="checkbox"/>	<input type="checkbox"/>
Institutional	<input type="checkbox"/>	<input type="checkbox"/>
Industrial	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>
Explanation:	_____	

To be retained:	Existing	Proposed
Urban Residential	<input type="checkbox"/>	<input type="checkbox"/>
Rural Residential	<input type="checkbox"/>	<input type="checkbox"/>
Commercial	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural	<input type="checkbox"/>	<input type="checkbox"/>
Institutional	<input type="checkbox"/>	<input type="checkbox"/>
Industrial	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>
Explanation:	_____	

► 4.0 Proposed and Current Land Use

► 4.1 What is the proposed use of the subject land?

► 4.2 What is the current use of the subject land?

► 4.3 How is the subject land currently designated in the Official Plan?

► 4.4 How is the subject land currently zoned in the Zoning By-law?

► 4.5 Provide the following details for all buildings, both existing or proposed. (Attach an additional page if necessary)

	Existing Buildings	Proposed Buildings		Existing Buildings	Proposed Buildings
4.5.1 Front Yard			4.5.5 Height		
4.5.2 Rear Yard			3.5.6 Dimensions		
4.5.3 Side Yard			4.5.7 Gross Floor Area		
4.5.4 Side Yard			4.5.8 Date Constructed		

► 5.0 Previous Industrial or Commercial Uses

5.1 Has there been an industrial or commercial use on the subject land or adjacent land? If Yes, specify the uses and dates. Yes No

5.2 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites? Yes No

5.3 What information did you use to determine the answers to the above questions?

5.4 If Yes, to (5.1), (5.2) or (5.3), a previous use inventory showing all former uses of the subject land, or if appropriate, the adjacent land, is needed.

Is the previous use inventory attached? Yes No

► 6.0 Status of Other Applications under the Planning Act

Is the subject land also the subject of an application for an Official Plan Amendment, Consent, approval of a Site Plan, Minor Variance, Zoning By-law Amendment or Zoning Order Amendment? Yes No If Yes, indicate the type of application, the file number and the status of the application.

► 7.0 Servicing

7.1 Indicate the existing/proposed servicing type for the subject land.

Sewage Disposal	Existing	Proposed	Water Supply	Existing	Proposed
a) Public piped sewage system			a) Public piped water system		
b) Public or private communal septic			b) Public or private communal well(s)		
c) Individual septic system(s)			c) Individual well(s)		
d) Other			d) Other		
Storm Drainage	Existing	Proposed	Road Access	Existing	Proposed
a) Sewers			a) Arterial Road		
b) Ditches or swales			b) Collector Road		
c) Other			c) Local Road		

➤ 8.0 Significant Features

8.1 The Table below lists the features or development circumstances of interest to the Province. Complete the Table and be advised of the potential information requirements in noted section.

Significant Features Checklist

Features or Development Circumstances	(a) If a features, is it on site or within 500 metres OR (b) If a development circumstance, does it apply?		If a feature, specify distance in metres	Potential Information Needs
	YES (✓)	NO (✓)		
Non-farm development near designated urban areas or rural settlement area				Demonstrate sufficient need within 20-year projections and that proposed development will not hinder efficient expansion of urban or rural settlements
Class 1 industry ¹			_____ m	Assess development for residential and other sensitive uses within 70 metres
Class 2 industry ²			_____ m	Assess development for residential and other sensitive uses within 300 metres
Class 3 industry ³			_____ m	Assess development for residential and other sensitive uses within 1000 metres
Land Fill Site			_____ m	Address possible leachate, odour, vermin and other impacts
Sewage Treatment Plant			_____ m	Assess the need for a feasibility study for residential and other sensitive uses
Waste Stabilization pond			_____ m	Assess the need for a feasibility study for residential and other sensitive uses
Active railway line			_____ m	Evaluate impacts within 100 metres
Controlled access highways including designated future ones			_____ m	Evaluate impacts within 100 metres
Operating mine site			_____ m	Will development hinder continuation or expansion of operations?
Non-operating mine site within 1000 metres			_____ m	Have potential impacts been addressed? Has mine been rehabilitated so there will be no adverse effects?
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater				Demonstrate feasibility of development above 28 NEF for sensitive land uses. Above the 35 NEF/NEP contour, development of sensitive land uses is not permitted
Electric transformer station			_____ m	Determine possible impacts within 200 metres
High voltage electric transmission Line			_____ m	Consult the appropriate electric power service
Transportation and infrastructure corridors				Will the corridor be protected?
Prime agricultural Land				Demonstrate need for use other than agricultural and indicate how impacts are to be mitigated
Agricultural operations			_____ m	Development to comply with the Minimum Distance Separation Formulae
Mineral aggregate resource areas				Will development hinder access to the resource or the establishment of new resource operations?
Mineral aggregate operations			_____ m	Will development hinder continuation of extraction?
Mineral and petroleum resource areas				Will development hinder access to the resource or the establishment of new resource operations
Existing pits and quarries			_____ m	Will development hinder continued operation or expansion?
Significant wetlands south and east of the Canadian Shield			_____ m	Development is not permitted
Significant portions of habitat of endangered and threatened species			_____ m	Development is not permitted
Significant: fish habitat, woodlands south and east of the Canadian Shield, valley lands, areas of natural and scientific interest, wildlife habitat			_____ m	Demonstrate no negative impacts
Sensitive groundwater recharge areas, headwaters and aquifers				Demonstrate that groundwater recharge areas, head-waters and aquifers will be protected
Significant built heritage resources and cultural heritage landscapes				Development should conserve significant built heritage resources and cultural heritage landscapes
Significant archaeological resources				Assess development proposed in areas of medium and high potential for significant archaeological resources. These sources are to be studied and preserved, or where appropriate, removed, catalogued and analysed prior to development
Erosion hazards				Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams

Floodplains				<p>Where one-zone flood plain management is in effect, development is not permitted within the flood plain</p> <p>Where two-zone flood plain management is in effect, development is not permitted within the floodway</p> <p>Where a Special Policy Area (SPA) is in effect, development must meet the official plan policies for the SPA</p>
Hazardous sites⁴				Demonstrate that hazards can be addressed
Rehabilitated mine sites				Application for approval from Ministry of Northern Development and Mines should be made concurrently
Contaminated Sites				Assess an inventory or previous uses in areas of possible soil contamination

1. Class 1 industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.
2. Class 2 industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.
3. Class 3 industry - indicate if within 1000 metres - processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.
4. Hazardous sites - property or lands that could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils (sensitive marine clays (Leda), organic soils) or unstable bedrock (Karst topography).

►9.0 Justification

9.1 Indicate how the proposed development will be compatible with the surrounding land uses. (attach an additional page if necessary)

10.0 Other Information (attach an additional page if necessary)

►11.0 Application Drawing

Please submit an accurate, scaled drawing of the proposal showing the following information:

- a) The subject land, including its boundaries and dimensions, and the location, and nature of any easement or restrictive covenants which affect the subject land;
- b) The uses of adjacent and abutting land;
- c) The location of all existing as well as proposed buildings and their dimensions, uses, and setbacks from lot lines;
- d) The location of all natural and man-made features on the land and the location of an of these features on adjacent and abutting lands;
- e) Scale and north arrow.

► 12.0 Affidavit or Sworn Declaration

I, _____ of the _____ in the County/Region of _____
 make oath and say (or solemnly declare) that the information contained in the documents that accompany this application is true.
 Sworn (or declared) before me at the _____ in the County/Region of _____
 this _____ day of _____, _____

 Commissioner of Oaths

 Applicant

➤ 13.0 Authorization of Owner for Agent to Make the Application

I (we), _____ of the _____ in the County/Region of _____
am the owner of the land that is the subject of this application for a Minor Variance/ Permission and I (we) hereby authorize
_____ to act as my (our) agent in the application.

Date

Signature of Owner(s)

14.0 ACKNOWLEDGEMENT

With the filing of this application, the applicant is aware of, and agrees, that if the decision of the Council of the Town of St. Marys regarding this application is appealed by a third party (a party other than the applicant), all costs incurred by the Corporation of the Town of St. Marys for legal counsel and other associated costs to represent the Corporation of the Town of St. Marys in defending the decision before the Ontario Municipal Board will be solely the responsibility of, and paid for by the applicant.

Dated at the _____

in the County/Region of _____

this _____ day of _____, _____

Applicant