

## PROCEDURES

### LAND SEVERANCES / CONSENTS

- Application Fee:** \$250.00 – Initial Fee (non-refundable)  
\$250.00 – Completion Fee if granted (non-refundable)
- Other Fees:** St. Clair Region Conservation Authority Natural Hazard & Natural Heritage Fees are available on their website [www.scrca.on.ca](http://www.scrca.on.ca) or by calling 519-245-3710
- \$75.00- Lambton County – if septic evaluation is required
- Additional Costs:** (if applicable) -5 % - Value of the raw land the day before the consent is granted  
-Water & Sewer Assessment plus installation  
-A Survey is required  
-Other costs could be dependent on conditions imposed by the Committee
- Application Forms:** Complete with sketch
- Notification:** All property owners within 200 ft. (60 m) of property line and appropriate agencies (sent 2 weeks prior to the meeting). Notice is also posted on site.
- Public Meeting:** Applicant gives presentation and answers any questions the Committee or members of public may have with regards to the application.
- Decision:** Usually the decision is made during the public meeting while the applicant(s) are present.
- Appeal Period:** Objections may be received up to 20 days after the date of decision.
- Finalization:** Decision is final and binding after the appeal period has expired and no appeals have been submitted

Applicants must install services and meet all conditions of the Consent Decision **PRIOR** to the deed being stamped.

# APPLICATION FOR CONSENT

File No.

Plympton-Wyoming Committee of Adjustment  
 Name of approval authority

Town of Plympton-Wyoming  
 Name of municipality

NAME OF OWNER	NAME OF AGENT (if the applicant is an agent authorized by the owner)
ADDRESS	ADDRESS
TELEPHONE	TELEPHONE

**TYPE - PURPOSE** of proposed transaction such as a transfer for the creation of:

new lot     
  lot addition     
  easement     
  charge     
  lease     
  correction of title  
 Other (specify) .....

**NAME OF PERSON** to whom the land or an interest in the land is to be transferred, charged or leased (if known)

**LEGAL DESCRIPTION** of subject land (such as the municipality or geographic township in territory without municipal organization, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number).

Note: See reverse of page 4 for details of sketch required.

**EASEMENTS - RESTRICTIVE COVENANTS** affecting the subject land and a description of each easement or covenant and its effect (indicate for each):

Easement/Covenant	Description .....	Effect .....
Easement/Covenant	Description .....	Effect .....

*attach additional page if necessary*

**CURRENT DESIGNATION** of the subject land in any applicable official plan.

**PREVIOUS APPLICATIONS** - If known, indicate if the subject land has ever been the subject of an application under the Act for:

Approval of a plan of subdivision (under section 51) File # ..... Decision .....  
 Consent (under section 53) File # ..... Decision .....

**CONCURRENT APPLICATIONS** - If known, indicate if the subject land is the subject of any other application under the Act for:

<input type="checkbox"/> approval of a plan of subdivision	File # .....	Status .....
<input type="checkbox"/> consent	File # .....	Status .....
<input type="checkbox"/> official plan amendment	File # .....	Status .....
<input type="checkbox"/> zoning by-law	File # .....	Status .....
<input type="checkbox"/> minister's zoning order	File # .....	Status .....
<input type="checkbox"/> minor variance	File # .....	Status .....
<input type="checkbox"/> other (specify) .....	File # .....	Status .....

**PREVIOUS SEVERANCES - ORIGINAL PARCEL** - Has any land been severed from the parcel originally acquired by owner?

Yes (specify below)     
  No

Date of transfer: \_\_\_\_\_ Name of transferee: \_\_\_\_\_

Land use on the severed land: \_\_\_\_\_

**LAND TO BE SEVERED**

**DIMENSIONS OF LAND** intended to be severed:

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

**EXISTING USES** of the land:

.....

.....

**EXISTING BUILDINGS - STRUCTURES** - Where there are any buildings or structures on the land, indicate for each:

TYPE - ..... Front lot line setback: ..... Height in metres: .....  
 Rear lot line setback: ..... Dimensions: .....  
 Side lot line setback: ..... Floor area: .....  
 Side lot line setback: .....

TYPE - ..... Front lot line setback: ..... Height in metres: .....  
 Rear lot line setback: ..... Dimensions: .....  
 Side lot line setback: ..... Floor area: .....  
 Side lot line setback: .....

*attach additional page if necessary*

**PROPOSED USES** of the land:

.....

.....

**PROPOSED BUILDINGS - STRUCTURES** - Where any buildings or structures are proposed to be built on the land, indicate for each:

TYPE - ..... Front lot line setback: ..... Height in metres: .....  
 Rear lot line setback: ..... Dimensions: .....  
 Side lot line setback: ..... Floor area: .....  
 Side lot line setback: .....

TYPE - ..... Front lot line setback: ..... Height in metres: .....  
 Rear lot line setback: ..... Dimensions: .....  
 Side lot line setback: ..... Floor area: .....  
 Side lot line setback: .....

*attach additional page if necessary*

**ACCESS** - Access to the land will be by:

- |  |  |
|--|--|
| <input type="checkbox"/> Provincial highway                | <input type="checkbox"/> Municipal road - seasonal |
| <input type="checkbox"/> Municipal road - year round       | <input type="checkbox"/> Right-of-way              |
| <input type="checkbox"/> Other public road (specify) ..... | <input type="checkbox"/> Water                     |

**WATER ACCESS** - Where access to the land is by water only:

Parking facilities (specify) .....	Docking facilities (specify) .....
distance from subject land .....	distance from subject land .....
distance from nearest public road .....	distance from nearest public road .....

**WATER** will be provided to the land by:

- |   |  |
|---|--|
| <input type="checkbox"/> Publicly-owned/operated piped water system | <input type="checkbox"/> Lake or other water body    |
| <input type="checkbox"/> Privately-owned/operated individual well   | <input type="checkbox"/> Other means (specify) ..... |
| <input type="checkbox"/> Privately-owned/operated communal well     |  |

**SEWAGE DISPOSAL** will be provided to the land by:

- |   |  |
|---|--|
| <input type="checkbox"/> Publicly-owned/operated sanitary sewage system | <input type="checkbox"/> Privately-owned/operated individual septic system |
| <input type="checkbox"/> Privy  | <input type="checkbox"/> Privately-owned/operated communal septic system   |
| <input type="checkbox"/> Other means (specify) .....                    |  |

**LAND TO BE RETAINED**

**DIMENSIONS OF LAND** intended to be retained:

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

**EXISTING USES** of the land:

.....

.....

**EXISTING BUILDINGS - STRUCTURES** - Where there are any buildings or structures on the land, indicate for each:

TYPE - .....	Front lot line setback: .....	Height in metres: .....
	Rear lot line setback: .....	Dimensions: .....
	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	
TYPE - .....	Front lot line setback: .....	Height in metres: .....
	Rear lot line setback: .....	Dimensions: .....
	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	

*attach additional page if necessary*

**PROPOSED USES** of the land:

.....

.....

**PROPOSED BUILDINGS - STRUCTURES** - Where any buildings or structures are proposed to be built on the land, indicate for each:

TYPE - .....	Front lot line setback: .....	Height in metres: .....
	Rear lot line setback: .....	Dimensions: .....
	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	
TYPE - .....	Front lot line setback: .....	Height in metres: .....
	Rear lot line setback: .....	Dimensions: .....
	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	

*attach additional page if necessary*

**ACCESS** - Access to the land will be by:

- |  |  |
|--|--|
| <input type="checkbox"/> Provincial highway                | <input type="checkbox"/> Municipal road - seasonal |
| <input type="checkbox"/> Municipal road - year round       | <input type="checkbox"/> Right-of-way              |
| <input type="checkbox"/> Other public road (specify) ..... | <input type="checkbox"/> Water                     |

**WATER ACCESS** - Where access to the land is by water only:

Parking facilities (specify) .....	Docking facilities (specify) .....
distance from subject land .....	distance from subject land .....
distance from nearest public road .....	distance from nearest public road .....

**WATER** will be provided to the land by:

- |   |  |
|---|--|
| <input type="checkbox"/> Publicly-owned/operated piped water system | <input type="checkbox"/> Lake or other water body    |
| <input type="checkbox"/> Privately-owned/operated individual well   | <input type="checkbox"/> Other means (specify) ..... |
| <input type="checkbox"/> Privately-owned/operated communal well     |  |

**SEWAGE DISPOSAL** will be provided to the land by:

- |   |  |
|---|--|
| <input type="checkbox"/> Publicly-owned/operated sanitary sewage system | <input type="checkbox"/> Privately-owned/operated individual septic system |
| <input type="checkbox"/> Privy  | <input type="checkbox"/> Privately-owned/operated communal septic system   |
| <input type="checkbox"/> Other means (specify) .....                    |  |

**AUTHORIZATION  
BY OWNER**

I, the undersigned, being the owner of the subject land, hereby authorize .....  
to be the applicant in the submission of this application.

.....  
Signature of owner

.....  
Signature of witness

.....  
Date

**DECLARATION  
OF APPLICANT**

I, ..... of the ..... of  
..... in the ..... of .....  
solemnly declare that:

All the statements contained in this application and provided by me 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.

DECLARED before me at the .....  
of .....  
in the ..... of .....  
this ..... day of .....

.....  
Signature of applicant

.....  
Signature of commissioner, etc.

**This application must be accompanied by  
a sketch showing the following**

- i. The boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land.
- ii. The distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.
- iii. The boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained.
- iv. The location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
- v. 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, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- vi. The existing uses on adjacent land, such as residential, agricultural and commercial uses.
- vii. 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.
- viii. If access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- ix. The location and nature of any easement affecting the subject land.

**FOR OFFICE USE ONLY**

Name of Owner ..... Address .....

Name of Agent ..... Address .....

Date of receipt of completed application ..... Checked by .....

Zoning By-law No. .... Passed .....

As amended by By-law No. .... Passed .....

And By-law No. .... Passed .....

Sections ..... Zone .....

Official Plan Designation .....

Agricultural Land Use Classification in Canada: Land Inventory .....

Site visit carried out by staff or approval authority member: YES  NO

Minor variance or by-law amendment needed YES  NO

Authorization of owner received (if required) YES  NO

Conformity with the Agricultural Code of Practice (if applicable) YES  NO

Approval Authority File No. .... Approval Authority Submission No. ....

Hearing Date ..... Adjourned Hearing Date .....

Date notice of decision sent to the applicant and other persons and agencies .....

General comments: .....

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