

Instructions:

Prior to making an application a proponent is required to pre-consult with the County Planning and Development Department to determine the appropriateness of the request and review submission requirements. Each application must be accompanied by the application fee in the form of either cash or a cheque payable to the County of Perth. **A drawing of the proposal, consistent with Section 11.0 of this form, must also be submitted with the application.**

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

In accordance with Section 53 (3) of the Planning Act RSO 1990, additional information and studies may be required by the County to evaluate the proposed consent. The requirements for additional information are identified in the Official Plan. The type and scope of studies that are required will be determined through the required pre-consultation process with the County Planning and Development Department. If the required additional information is not provided the application cannot be deemed to be complete and will not be processed.

In accordance with the Clean Water Act, 2006, a number of Source Protection Plans have been developed that apply within the various watersheds within Perth County. The policies of these Source Protection Plans may affect this Planning Act application. More information about the applicable Source Protection Plans is available at:

1. Maitland Valley Source Protection Plan sourcewaterinfo.on.ca
2. Ausable Bayfield Source Protection Plan sourcewaterinfo.on.ca
3. Thames-Sydenham and Region Source Protection Plan sourceprotection.on.ca
4. Grand River Source Protection Area sourcewater.ca

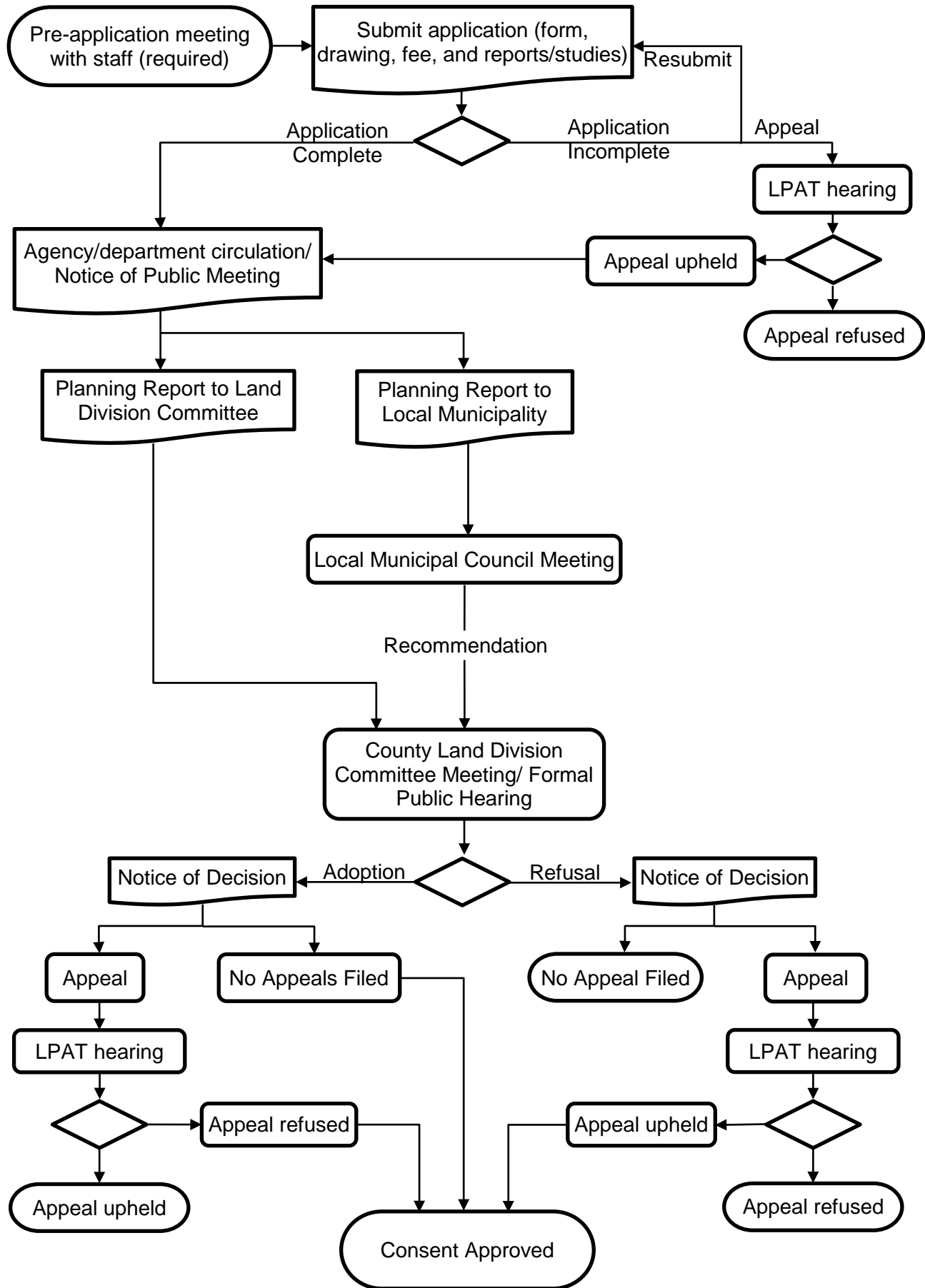
Application Checklist:

- One Copy of Completed Application Form
- One Copy of Surplus Farm Dwelling Severance Farm Owner Form
- Application drawing (See Section 11.0)
- Application fee, payable to the County of Perth
- One copy of the Parcel Register ('PIN Printout'), which is available through the Land Registry Office, for the subject property, and if a lot addition is proposed, a copy of Parcel Register for the property to which the severed parcel will be added.

For Help:

For help completing the application form, please contact the County of Perth Planning and Development Department at (519) 271-0531 (ext. 449) and ask for the Planner that handles your municipality, or the Secretary Treasurer of the Land Division Committee. Mapping information for your property is available at maps.perthcounty.ca/Public
The County Official Plan can be found at www.perthcounty.ca/en/county-of-perth-official-plan.aspx
Local Official Plans (Listowel, Milverton, Mitchell) are posted on local municipal websites.

Consent Approval Process Flow Chart



Office Use: Received:	Deemed Complete:	File No. B /
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1.0 Applicant Information

Owner(s)

Name:	
Address:	Postal Code:
Phone:	Email:

Applicant (complete if applicant is not the owner)

Name:	
Address:	Postal Code:
Phone:	Email:

Agent (if applicable)

Name:	
Address:	Postal Code:
Phone:	Email:

1.1 Which of the above is correspondence to be sent to? (check one)

Owner

 Applicant

 Agent

2.0 Location of the Subject Land

Local Municipality:		Ward:	
Lot:	Concession:	Reg. Plan:	Lot/Block:
Ref. Plan:	Part:	Street Address:	

2.1 Name and address of mortgages or charges: (if applicable)

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2.2 Description of any easements or covenants and their effects: (if applicable)

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2.3 Date the subject lands were acquired by the current owner:

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3.0 Consent Type

Lot Creation <input type="checkbox"/>	Lot Addition <input type="checkbox"/>
Surplus Farm Dwelling <input type="checkbox"/>	Mortgage, Charge or Partial Discharge of Mortgage <input type="checkbox"/>
Lease <input type="checkbox"/>	Easement/Right-of-way <input type="checkbox"/>
Correction of Title <input type="checkbox"/>	Other (Specify) <input type="checkbox"/>

3.1 For lot additions, identify the land to which the parcel will be added:

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4.0 Status					
County Official Plan Designation:					
Local Official Plan Designation (Listowel/Milverton/Mitchell):					
Current Zone:					
5.0 Land Description					
	Frontage	Depth	Lot Area	Existing Use	Proposed Use
Parcel to be Severed	m	m	m ²		
Parcel to be Retained	m	m	m ²		
5.1 Number, use and date of construction (if known) of buildings and structures:					
	Existing			Proposed	
On Parcel to be Severed					
On Parcel to be Retained					
5.2 Purpose of any easement(s) or right(s)-of-way proposed:					
6.0 Servicing					
6.1 Indicate the existing/proposed sewage disposal type.					
	Severed	Retained		Severed	Retained
Public piped sewage system	<input type="checkbox"/>	<input type="checkbox"/>	Individual septic system(s)	<input type="checkbox"/>	<input type="checkbox"/>
Public or private communal system	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
6.2 Indicate the existing/proposed water supply type.					
Public piped water system	<input type="checkbox"/>	<input type="checkbox"/>	Individual well(s)	<input type="checkbox"/>	<input type="checkbox"/>
Public or private communal well(s)	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
6.3 Indicate the existing/proposed storm drainage type.					
Storm sewers	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
Ditches or swales	<input type="checkbox"/>	<input type="checkbox"/>			
6.4 Indicate the existing/proposed road access type.					
Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	Public road, seasonal maintenance	<input type="checkbox"/>	<input type="checkbox"/>
Public road, full maintenance	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
7.0 Justification					
Explain how the application is consistent with the Provincial Policy Statement.					
Surplus Farm Dwelling Other: Severance - consistent with PSS Section 2.3.4.1 c)					

8.0 Status of Other Applications under the Planning Act		
Is the subject land also the subject of an application for:		
Official Plan Amendment	Yes <input type="checkbox"/> - File #:	No <input type="checkbox"/>
Plan of Subdivision/Condominium	Yes <input type="checkbox"/> - File #:	No <input type="checkbox"/>
Zoning By-law Amendment	Yes <input type="checkbox"/> - File #:	No <input type="checkbox"/>
Minor Variance	Yes <input type="checkbox"/> - File #:	No <input type="checkbox"/>
Site Plan Approval	Yes <input type="checkbox"/> - File #:	No <input type="checkbox"/>

9.0 Proximity of Certain Uses/Features		
Are any of the following:	On subject land	Within 500 m of the subject land
A Wellhead Protection Area	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> (Approx. distance: _____ m)
A landfill (active or closed)	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> (Approx. distance: _____ m)
A Provincially Significant Wetland	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> (Approx. distance: _____ m)
A flood plain	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> (Approx. distance: _____ m)
An active railway	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> (Approx. distance: _____ m)
A municipal airport	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> (Approx. distance: _____ m)

10.0 Other Information (Attach separate page if needed)

11.0 Application Drawing

An accurate, scaled drawing of the proposal must accompany this application. For residential/urban parcels and small or irregular shaped lots in rural areas, a Surveyor’s sketch showing existing buildings is required. The drawing must show 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 from the subject land to the nearest township lot line or landmark;
- the boundaries and dimensions of the subject land (including total area), the part that is to be severed and the part that is to be retained;
- 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 such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;
- the existing uses on adjacent 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 traveled road, a private road or a right-of-way;
- proposed building envelope on new lot;
- the location and nature of any existing easement affecting the subject land;
- the distance from any buildings to lot lines.

12.0 Applicant 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

Applicant

13.0 Authorization of Owner for Agent to Make the Application

I/We, _____ of the _____ in the County/Region of _____ am/are the owner(s) of the land that is the subject of this application and I/we hereby authorize _____ to act as my/our agent in the application.

Name of Owner

Signature

Date

Name of Owner

Signature

Date

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 County of Perth regarding this application is appealed by a third party (a party other than the applicant), all costs incurred by the Corporation of the County of Perth for legal counsel and other associated costs to represent the County in defending the decision before the Local Planning Appeal Tribunal will be solely the responsibility of, and paid for by the applicant.

Dated at the _____ in the County/Region of _____ this _____ day of _____.

Applicant

Applicant

15.0 Consent to Use and Disclose Personal Information

With the filing of this application, I/we _____, the owner(s)/applicant/authorized agent authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application for the purposes of the Freedom of Information and Privacy Act.

Signature

Date

Signature

Date