



IMPORTANT INFORMATION

about

SUBMITTING YOUR APPLICATION TO THE NORTH ALMAGUIN PLANNING BOARD OFFICE

The NAPB staff will respond to enquiries on:

| | |
|-------------------|--|
| Tuesdays | 1:00pm to 4:30pm (4:30 to 6:00pm if required) |
| Wednesdays | 1:00pm to 4:30pm |
| Thursdays | 8:30am to 12:00 / 1:30 to 4:30pm |

If you want to discuss your proposal or review your Application Form with staff, PLEASE CALL 705-724-6758 or email northalmaguinplanningboard2018@gmail.com for AN APPOINTMENT.

NOTE:

**The cost of any required studies or planning consultation will be at the expense of the applicant(s).
The cost of any planning consultation or legal fees are at the expense of the applicant(s).**

Submission of your completed and signed Application Form may be done by Canada Post mail, in person at 250 Clark Street, Powassan, Ontario or by courier at the applicant(s)' expense.

The fee must accompany each Application Form. NAPB website: <http://napb.ca>. Two(2) severed parcels may be requested on one application form. Each severed parcel requires the fee.

[The fee is payable by cheque or money order payable to: North Almaguin Planning Board]

Submit one (1) single-sided original the completed Application Form, with all signatures and Commissioned Declaration (Sections 10., 11. and 12.), complete with the sketch(s) per Section of this form, depicting the subject property showing the parcel(s) to be severed and the parcel to be retained. *Incomplete information will delay processing the application.*

The NAPBoard schedule of meeting dates is available on website <http://napb.ca>.

A file number [B#/locality/year] will be assigned once your application is deemed complete by the NAPB staff. This file number must be quoted in all communication on the Consent application, through the entire process.

Email communication and a letter acknowledging receipt of your fee and advising that the application is complete and ready to process will be sent to you after the application is deemed complete by staff.

A Notice of Meeting will be included in this mailing, along with two (2) laminated posters of the Notice of Meeting. It is the applicant's responsibility to post these on the subject site for public view. An assigned agent may do this if directed by the applicant(s).



NORTH ALMAGUIN PLANNING BOARD

250 Clark Street, Suite 126
P.O. Box 57, Powassan Ontario P0H 1Z0
705-724-6758
Email: northalmaguinplanningboard2018@gmail.com
Website: <http://napb.ca>

AN APPLICATION FOR CONSENT UNDER SECTION 53 OF THE *PLANNING ACT, R.S.O. 1990 c.P.13*

PLEASE PRINT OR TYPE AND COMPLETE ALL APPROPRIATE BOXES.

1. APPLICANT INFORMATION

1.1 Applicant(s):

Name(s) of Property Owner(s): _____

Day Time Phone #s: Home: _____ Mobile: _____ Business: _____

Mailing Address: _____

Postal Code: _____ Email Address _____

1.2 Agent for the Applicant

The property owner(s) may appoint a person or a professional firm to act on their behalf for processing this application and attending the meeting at which it will be considered, or a person who is to be contacted about the application for communication. This may be a person or firm acting on behalf of the property owner(s). Owner authorization is required in Section 11 of this form if the applicant is an agent appointed by the owner.

Name of Contact Person/Agent: _____

Phone #s: Home: _____ Mobile: _____ Business: _____ Fax: _____

Address: _____

Postal Code: _____ Email Address _____

2. LOCATION OF THE SUBJECT LAND

2.1 District of Parry Sound: _____ **Tax Roll Number:** _____

Municipality / Unincorporated Township: _____

Municipal Address (Civic Address): _____

Legal Description: Concession: ____ Lot Number: ____ Registered Plan: ____ Lot(s): ____ Reference Plan: _____ Part(s): _____

Parcel Number: _____ PIN: _____

2.2 If there are **existing easements or restrictive covenants** affecting the subject land, provide the legal description and its effect to the subject land. Attach a copy of the relevant documentation.



3. PURPOSE OF THE APPLICATION:

3.1 Type and Purpose of proposed transaction(s) that requires the Consent:

___ Create a new lot (or re-establish an existing parcel) / ___ Lot Addition / ___ Easement

Other: Charge ___ / Release a Mortgage ___ Lease ___ Validate Title ___ [Lands located in Municipality of Powassan only per O. Reg. 697/98]

3.2 Name of Person(s), if known, to whom the land or interest in land is to be transferred, leased or charged:

3.3 If a lot addition, identify the lands to which the parcel will be added? _____

4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION

(Fully complete each Section in order that your application can be process. Incomplete applications will be delayed until they are complete.)

| 4.1 Description / Size <i>Metric and Imperial</i> | SEVERED | | RETAINED | |
|---|----------------|-------|-----------------|-------|
| Frontage | metres | feet | metres | feet |
| Depth | metres | feet | metres | feet |
| Area | hectare | acres | hectare | acres |
| 4.2 Existing Use of Property: | | | | |
| 4.3 Existing Building or Structures and date of construction | | | | |
| 4.4 Proposed Use of the Severed and Retained Parcels | | | | |
| 4.4 Road Access: Provincial highway <i>MANDATORY: Provide written comments from MTO North Bay. 705-497-5401</i> | | | | |
| Municipal road, maintained all year | | | | |
| Municipal Road, seasonally maintained | | | | |
| Other Public Road (e.g. Local Roads Board) | | | | |
| Right of Way / Easement <i>(see Section 4.8 for private roads)</i> | | | | |
| MNRF Road Allowance <i>[Provide written report from the MNRF if an MNRF road allowance is used for access to the subject land. North Bay Office: 705-475-5550]</i> | | | | |
| 4.5 Water Access Lots: Documented proof of on-shore parking and docking facilities is mandatory. (e.g. lease with an existing marina or dedication of a portion of the retained parcel provided the retained parcel provided it is accessible by land.) Also provide the approximate distance of these facilities from the subject land and the nearest public road. | | | | |



| 4.5 Water Supply | SEVERED | RETAINED |
|---|----------------|-----------------|
| Publicly owned and operated piped water system | | |
| Privately owned and operated individual well | | |
| Privately owned and operated communal well | | |
| Lake or other water body | | |
| Other means | | |
| Does your property abut a lake? <i>[Is the lake deemed by the Ministry of the Environment Conservation and Parks (MOECP) to be at capacity for phosphorus load ? **1-800-461-6290 for enquiries]</i> | | |

| 4.6 Sewage Disposal | SEVERED | RETAINED |
|---|----------------|-----------------|
| Publicly owned and operated sanitary sewage system | | |
| Privately owned and operated individual septic tank <i>[MANDATORY: Attach documentation of the results of the Planning Act proposal review by the North Bay Mattawa Conservation Authority 705-474-5420]</i> | | |
| Privately owned and operated communal septic tank | | |
| Privy | | |
| Other Means (e.g. Advanced Treatment System) <i>** (Septic System over 10,000 litre requires Ministry of the Environment Conservation and Parks study and permit. 1-800-461-6290 for enquiries)</i> | | |

| 4.7 Other Services (indicate which service(s) are available) | SEVERED | RETAINED |
|--|----------------|-----------------|
| Electricity | | |
| School Bussing | | |
| Garbage Collection | | |

4.8 IF ACCESS TO THE SUBJECT LAND IS BY PRIVATE ROAD OR OTHER PUBLIC ROAD OR RIGHT OF WAY WAS INDICATED IN SECTION 4.4, advise who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year: _____



5. LAND USE

5.1 What is the existing Official Plan designation(s)? (Please contact the Municipality of Powassan for this information.)

5.2 What is the Zoning, if any, on the subject land? (Please contact the Municipality of Powassan for this information.)

If the subject land covered by a Minister's Zoning Order, what is the Plan and registration number? _____

5.3 Are any of the following uses or features on the subject land or within 500 meters of the subject land, unless otherwise specified? Please check the boxes that apply.

| Use or Feature | On the Subject Land | Within 750 meters of subject land, unless otherwise specified by the applicable agency, then indicate approximate distance. |
|---|---------------------|---|
| An agricultural operation including livestock facility or stockyard <i>[MANDATORY: Attach MDS work sheets from OMAFRA (Ontario Ministry of Food Agriculture and Rural Affairs)]</i> | | |
| A landfill | | |
| A sewage treatment plant or waste stabilization plant | | |
| A provincially significant wetland <i>[North Bay Mattawa Conservation Authority or the Ministry of the Environment Conservation and Parks]</i> | | |
| A provincially significant wetland within 120 meters of the subject land <i>[North Bay Mattawa Conservation Authority or the Ministry of the Environment Conservation and Parks]</i> | | |
| Flood Plain | | |
| A rehabilitated mine site | | |
| A non-operating mine site within one kilometer of the subject land | | |
| An active mine site | | |
| An industrial or commercial use, and specify the use (eg gravel pit) | | |
| An active railway line | | |
| Utility corridors (Natural Gas / Hydro Corridor) | | |



6. HISTORY OF SUBJECT LAND

6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision or Consent under the Planning Act? NO YES UNKNOWN

If yes, and if known, please provide the application file number and the decision made on the application.

6.2 If this application is a re-submission of a previous consent application, what is the original consent application number and how has it been changed from the original application?

7. CURRENT APPLICATION

7.1 Is the subject land currently the subject land of a proposed Official Plan or Official Plan Amendment that has been submitted to the Ministry of Municipal Affairs and Housing for approval?

NO YES UNKNOWN

If yes and if known, specify the file number and status of the application

7.2 Is the subject land the subject of an application for a Zoning By-law Amendment, Minister’s Zoning Order amendment, Minor Variance, Consent or approval of a Plan of Subdivision?

NO YES UNKNOWN

If yes and if known, specify the file number and status of the application.



10. AFFIDAVIT OR SWORN DECLARATION

I, _____ OF THE _____
IN THE DISTRICT OF _____ MAKE OATH AND SAY THAT THE INFORMATION CONTAINED IN THIS
APPLICATION IS TRUE AND THAT THE INFORMATION CONTAINED IN THE DOCUMENTS THAT ACCOMPANY THIS APPLICATION IS
TRUE.

SWORN OR DECLARED BEFORE ME

AT THE _____

IN THE _____ OF _____

THIS _____ DAY OF _____

(month and year)

A COMMISSIONER OF OATHS

11. AUTHORIZATION

11.1 If the applicant is not the owner of the land subject in this application, written authorization of the property owner authorizing the particular person to act as their agent to make the application and represent them at the meeting when the Board considers this matter, must be submitted with this application form OR the authorization section below be completed.

AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION

I, _____, AM THE OWNER OF THE LAND THAT IS THE SUBJECT OF THIS
APPLICATION FOR CONSENT AND HEREBY AUTHORIZE _____

TO MAKE THIS APPLICATION ON MY BEHALF.

DATED: _____ **SIGNATURE OF PROPERTY OWNER** _____

11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

APPOINTMENT AND AUTHORIZATION OF AN AGENT AND CONSENT TO PROVIDE PERSONAL INFORMATION

I, _____, AM THE OWNER OF THE LAND THAT IS THE SUBJECT OF THIS APPLICATION FOR
CONSENT AND FOR THE PURPOSES OF THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, I AUTHORIZE
_____ TO SUBMIT THE INFORMATION REQUIRED FOR THIS PURPOSE.

DATED _____ **SIGNATURE OF PROPERTY OWNER** _____

12. CONSENT OF OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

I, _____, AM THE OWNER OF THE LAND THAT IS THE SUBJECT OF THIS CONSENT APPLICATION
AND FOR THE PURPOSES OF THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, I 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.

DATED _____ **SIGNATURE OF PROPERTY OWNER** _____