



# ▶ City of Elliot Lake

## Application for Consent

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Introduction:	The submission of an application to the municipality for a Consent is provided for in the <i>Planning Act</i> s. (53). This form must be completed and accompanied with the required fee prior to consideration by Council or a Committee of Council. The purpose of these guidelines is to assist persons in completing the application for a Consent. Should you require clarification on any matter covered by this application form, please contact the Municipal Office.
Application Fees:	Each application must be accompanied by the <b>application fee</b> . This fee shall be considered a deposit, which is used to pay all legal, planning and other associated costs with respect to the processing of the subject application. If the total costs incurred by the municipality should exceed the amount of the application fee, the applicant shall pay the outstanding balance before the municipality finalizes the approval.
Authorization:	If the applicant (agent or solicitor) is not the owner of the subject land, a written statement by the owner must accompany the application, which authorizes the applicant to act on behalf of the owner as it relates to the subject application.
Drawing:	All applications for Consent must include an accurate, to scale, drawing.
Supporting Information:	<p>Additional information may be required by the municipality, district, local and provincial agencies in order to evaluate the application. This information is often a requirement of the Official Plan, Provincial policies and/or applicable regulations. The required information may include studies or reports to deal with such matters as environmental impacts, traffic, water supply, sewage disposal and storm water management.</p> <p>In addition, the applicant may be required to submit a more detailed site plan, under site plan control, prepared by a qualified professional, showing the proposed development including all new buildings and structures, parking areas, landscaping and other site information as required by the municipality.</p> <p>Ontario Regulation 197/96 outlines <u>required</u> information to be included in an application for Consent. This is identified in the following application with an asterisk * beside the question number.</p>

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**Application Processing:** Upon receipt of an application, the required fee and other information as may be required, the City will determine whether there is sufficient merit in processing the application further (i.e. the circulation of notice and the holding of at least one public meeting as required by the *Planning Act*). The applicant will be provided notice of any decision made by the City concerning the application. Consents are approved by the Committee of Adjustment.

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<b>Further Information:</b>	Secretary-Treasurer, Committee of Adjustment City of Elliot Lake 45 Hillside Drive North Elliot Lake, ON P5A 1X5 Tel: 705.848.2287	<b>Fees:</b>	<b>\$258</b> (Non-refundable Administration Fee) <b>\$721.00</b> (Consent)
		<b>Copies:</b>	One (1) copy of this application, including the drawing and other information, shall be required.

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**1. \* Applicant Information**

a)	Registered Owner(s):	
	Address:	
	e-mail address:	
	Phone:	

If the application will be represented, prepared or submitted by someone other than the registered owner(s) please specify:

b)	Authorized Agent(s):	
	Address:	
	e-mail address:	
	Phone:	

NOTE: Unless otherwise requested, all communication will be sent to the agent, if any.

**2. \* Purpose of Application**

<input type="checkbox"/>	Creation of a New Lot	<input type="checkbox"/>	Correction of Title
<input type="checkbox"/>	Addition to a Lot	<input type="checkbox"/>	Other Purpose
<input type="checkbox"/>	Easement / Right-of-way		
If lot addition, identify the lands to which the severed parcel will be added :			

3. \* Name of person(s), if known, to whom land or interest in land is intended to be conveyed, leased or charged :

**4. \* Legal Description of Entire Property**

Municipal Address:					
Lot:		Concession:		Township:	
Registered Plan No.				Part/Lot/Block:	
Parcel:					

5. \* Are there any easements or restrictive covenants affecting the Subject Land?  
 Yes                       No

If "Yes", please describe the easement or covenant and its effect:

6. ‡ Names and addresses of any mortgages, charges or other encumbrances in respect of the subject land:

7. ‡ Date the subject land was acquired by the current owner:

8. \*‡ Current Official Plan Designation:

9. ‡ Current Zoning of Subject Land:

10. \*‡ Is the application consistent with policy statements issued under subsection 3(1) of the *Planning Act*?      Yes                       No

11. \*‡ Is the land within an area designated under any provincial plan or plans?  
             Yes                       No

If “Yes”, does the application conform to or not conflict with the applicable provincial plan or plans?  
 \_\_\_\_\_  
 \_\_\_\_\_

**12. \*‡ Dimensions of the Lands Affected**

	Severed Lot (A)		Retained Lot (B)
Lot Frontage (m)			
Lot Depth (m)			
Lot Area (ha)			

**13. \* Existing Use and Proposed Use of Land:**

	Severed Lot (A)		Retained Lot (B)
Existing Use			
Proposed Use			

**14. \* PARTICULARS OF ALL EXISTING AND PROPOSED BUILDINGS (use an additional sheet if necessary)**

	Severed Lot (A)		Retained Lot (B)	
	Existing	Proposed	Existing	Proposed
Type				
Floor Area (m <sup>2</sup> )				
Height (m)				

**Setbacks:**

	Severed Lot (A)		Retained Lot (B)	
	Existing	Proposed	Existing	Proposed
Front Lot Line (m)				
Rear Lot Line (m)				
Side Lot Line (m)				
Side Lot Line (m)				

**ACCESS / SERVICING**

**15. \* Access to Land:**

	Severed Lot (A)	Retained Lot (B)
Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>
Year-Round Municipal Road	<input type="checkbox"/>	<input type="checkbox"/>
Seasonal Municipal Road	<input type="checkbox"/>	<input type="checkbox"/>
Other Public Road or Right-of-Way	<input type="checkbox"/>	<input type="checkbox"/>
Water	<input type="checkbox"/>	<input type="checkbox"/>

If access to the subject land is by water only, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road:

**16. \* Indicate the Applicable Water Supply and Sewage Disposal:**

	Severed Lot (A)	Retained Lot (B)		Severed Lot (A)	Retained Lot (B)
Municipal Water	<input type="checkbox"/>	<input type="checkbox"/>	Municipal Sewers	<input type="checkbox"/>	<input type="checkbox"/>
Communal Water	<input type="checkbox"/>	<input type="checkbox"/>	Communal Septic	<input type="checkbox"/>	<input type="checkbox"/>
Private Well	<input type="checkbox"/>	<input type="checkbox"/>	Private Septic	<input type="checkbox"/>	<input type="checkbox"/>
Lake or other Water Body	<input type="checkbox"/>	<input type="checkbox"/>	Privy or other means	<input type="checkbox"/>	<input type="checkbox"/>

**17. \* If the proposed development is serviced by a privately owned and operated individual or communal septic system, will more than 4,500 litres of effluent be produced per day? Yes  No**

If “Yes”, please provide the following reports with this application: 1) a servicing options report; and 2) a hydrogeological report.

**PREVIOUS APPLICATIONS**

18. \* Has the subject land ever been, or is it now, the subject of an application for:

<input type="checkbox"/>	Plan of Subdivision	<input type="checkbox"/>	Consent
If “Yes”, please provide the following information:			
File No. of Application(s):		Status of Application(s):	
Approval Authority:		Lands Affected:	
Purpose of Application(s):			

19. \* Has any land been severed from the parcel originally acquired by the owner?  
 Yes  No

If “Yes”, please provide the following information:			
Date of Transfer:		Name of Transferee:	
Uses of Severed Lands:			

**APPLICATION SKETCH**

20. \* ACCURATE, TO SCALE, DRAWING OF PROPOSAL: Please provide a drawing of the proposal. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal.

The drawing(s) should include:

<input type="checkbox"/>	Property boundaries & dimensions
<input type="checkbox"/>	Location, size and type of existing and proposed buildings and structures,
<input type="checkbox"/>	Setbacks of buildings and structures to all lot lines
<input type="checkbox"/>	Adjacent land uses (residential, commercial, agricultural, etc.)
<input type="checkbox"/>	Easements or restrictive covenants
<input type="checkbox"/>	Location, name and width of abutting public roads, allowances, rights-of-way
<input type="checkbox"/>	Approximate location of all natural and artificial features on subject land and on adjacent lands that may affect the application (buildings, railways, watercourses, drainage ditches, rivers or stream banks, wells, and septic tanks, etc.)
<input type="checkbox"/>	If access to subject land is by water only, location of parking & docking facilities to be used
<input type="checkbox"/>	North arrow

**AFFIDAVIT**

I (we) \_\_\_\_\_ of the \_\_\_\_\_(municipality),

District of \_\_\_\_\_ solemnly declare that all the statements contained in this application are true, and I (we) make 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*.

DECLARED before me at \_\_\_\_\_ (municipality) in the

District of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Owner(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Commissioner

\_\_\_\_\_  
Date

**AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER**

(If affidavit is signed by an Agent/Solicitor on Owner’s behalf, the Owner’s written authorization below must be completed.)

I (we) \_\_\_\_\_ of the \_\_\_\_\_(municipality),

District of \_\_\_\_\_ do hereby authorize \_\_\_\_\_

\_\_\_\_\_ to act as my agent in this application.

\_\_\_\_\_  
Signature of Owner(s)

\_\_\_\_\_  
Date

**APPLICATION AND FEE RECEIVED BY THE MUNICIPALITY**

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fee