



APPLICATION FOR CONSENT

Corporation of The Town of Smiths Falls
77 Beckwith Street N, ON K7A 2B8, P.O. Box 695
Phone: 613.283.4124 Fax: 613.283.4764

Information Sheet

1. Completion of Application

All applicable information, including supporting studies, requested throughout any pre-consultation must be provided to conduct an initial review. The initial review of the application will determine if any other information is required.

Note: Prior to submitting this application, applicants are strongly advised to pre-consult with the Town's Planning Department to discuss application and project requirements.

2. Statutory Declaration

The application requires a Statutory Declaration which must be declared in the presence of a Commissioner for taking affidavits. The Declaration can be found on page 9.

3. Proposal Justification

The application must be accompanied by a written justification which provides a complete explanation of the requested consent within context of the Town's Official Plan, Zoning By-law and Provincial Policy Statement (2020).

4. Required fee

The cost of a Consent application is \$1000, payable to the Town of Smiths Falls by cash, debit or certified cheque. The fee is required upon submission of the application.

5. External Agencies

External agencies will be circulated on the application as part of the technical review process. This may result in additional incurred costs beyond the application fee. These agencies will invoice owners/applicants directly for services rendered.

The Rideau Valley Conservation Authority (RVCA) requires an initial fee of \$500, payable by certified cheque to the Rideau Valley Conservation Authority. The RVCA review fee must be submitted with the application to the Town of Smiths Falls. Should the RVCA incur costs beyond the initial review fee which are associated with the application, the costs may be invoiced to the applicant.

6. Submission

The applicant must forward two (2) physical copies and an electronic version of the application and all supporting documentation to the Planning Department.

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www.smithsfalls.ca

APPLICATION FOR CONSENT

(Sec 53, Planning Act RSO 1990)

Office
Use

File #

Date Received:

Complete Date:

Fee Paid/Date:

The undersigned hereby applies to the Town of Smiths Falls for a consent under section 53 of the *Planning Act* in respect of the lands hereinafter described, as outlined in this application and supporting documents. The undersigned hereby acknowledges that the filing of this application alone does not necessarily constitute fulfilling all the requirements of either the Town or the *Planning Act*.

1. Ownership Information

Registered Owner's Name(s):

Mailing Address:

Telephone - Main:

Alternate:

Email:

Date Property Acquired by the Current Owner (if known):

Copy of the deed must be submitted with the application.

2. Applicant Information

Applicant/Agent Name:

Note: If Applicant/Agent is different than Property Owner, the Owner's Authorization is required (see last page). Where indicated, the Applicant/Agent will receive all communications relating to this application.

Mailing Address:

Telephone - Main:

Alternate:

Email:

Please Contact:

☐

Owner

☐

Agent

☐

Both

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3. Description of Subject Lands

Geographic Twp:	Lot(s):	Concession(s):			
Reg. Plan:	Los/Block:	Ref. Plan:	Part(s):		
Street Address:	Roll Number: 0904-				
Frontage:	(m)	Depth:	(m)	Area:	(m ²)

Type of Access: (check appropriate box)

- ☐ Provincial Highway/Connecting Link (Lombard and Cornelia St)
- ☐ Municipal Road (maintained year around)
- ☐ Right-of-way (private road)
- ☐ Municipal Road (seasonally maintained)
- ☐ Water Access Only (Specify parking/docking facilities) _____
- ☐ Other (explain): _____

Is there any easements or covenants currently affecting this property: ☐ Yes ☐ No

If yes, please describe: _____

Are the lands within an area designated under provincial plan(s)? ☐ Yes ☐ No

If yes, please include an explanation in the proposed justification. ☐ Justification Attached

4. Purpose of Proposed Consent

Transfer: ☐ Severance (creation of new lot) ☐ Lot Addition (move/adjust lot line)

If a lot addition, identify the land to which the parcel will be added:
Address _____ Legal Description (Lot/Block) _____

Other: ☐ Right-of-Way ☐ Easement ☐ Correction of Title

Other purpose (please specify): _____

If known, name of the person(s) to whom land or interest in the land is to be transferred, leased or charged: _____

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5. Description of Land Intended to be Severed (new lot) or Enlarged (lot addition)

Frontage: _____ (m) Depth: _____ (m) Area: _____ (m² or ha)

Existing Use(s): _____ Proposed Use(s): _____

Type of Access: (check appropriate box):

- ☐ Provincial Highway/Connecting Link (Lombard and Cornelia St)
- ☐ Municipal Road (maintained year around)
- ☐ Right-of-way (private road)
- ☐ Municipal Road (seasonally maintained)
- ☐ Water Access Only (Specify parking/docking facilities) _____
- ☐ Other (explain): _____

Describe any existing building(s) or structure(s)

Describe any proposed building(s) or structure(s)

Water Supply:

- | | |
|---|------------------------------------|
| <input type="checkbox"/> Water Available | <input type="checkbox"/> Connected |
| <input type="checkbox"/> Sanitary Sewer Available | <input type="checkbox"/> Connected |

If not available, please describe how water and sewage disposal will be handled?

Is the storm drainage provided by sewers, ditches, swales and other means?

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6. Description of Land Intended to be Retained

Frontage: _____ (m) Depth: _____ (m) Area: _____ (m² or ha)

Existing Use(s): _____ Proposed Use(s): _____

Type of Access: (check appropriate box):

- ☐ Provincial Highway/Connecting Link (Lombard and Cornelia St)
- ☐ Municipal Road (maintained year around)
- ☐ Right-of-way (private road)
- ☐ Municipal Road (seasonally maintained)
- ☐ Water Access Only (Specify parking/docking facilities) _____
- ☐ Other (explain): _____

Describe any existing building(s) or structure(s)

Describe any proposed building(s) or structure(s)

Water Supply:

- | | |
|---|------------------------------------|
| <input type="checkbox"/> Water Available | <input type="checkbox"/> Connected |
| <input type="checkbox"/> Sanitary Sewer Available | <input type="checkbox"/> Connected |

If not available, please describe how water and sewage disposal will be handled.

Is the storm drainage provided by sewers, ditches, swales and other means?

7. Current Official Plan Designation(s) (include overlay constraints)

For more information, please visit the Town's Interactive Mapping Portal.

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8. Current Zoning Category(ies) or Development Permit System

For more information please visit the Town's Interactive Mapping Portal.

9. Application History

a) Is the subject property subject to any of the following applications?

Application	Yes	No	Unknown	File # and Status
Official Plan Amendment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Zoning By-law Amendment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Plan of Subdivision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site Plan Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Consent (Severance) Minor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Variance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other (Please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

b) Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Sec. 51 of the *Planning Act* or a Consent under Sec. 53 of the *Planning Act*?

☐ Yes

☐ No

If yes, please indicate the file number and status of the application:

File # _____ Status _____

c) If a consent has been acquired for this property in the past, please indicate the date and name on the transfer and the uses of the severed land.

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9. Land Use Context

Please indicate if any of the following apply:

Use or Feature	Yes	No
Is there any agricultural operation, including livestock facility or stockyard within 500 metres or the severed or retained land?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a landfill site (waste site) within 500 metres of the severed or retained land?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a sewage treatment plant or waste stabilization plant within 500 metres of the severed or retained land?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a Provincially Significant Wetland (PSW) on or within 120 metres of the severed or retained land?	<input type="checkbox"/>	<input type="checkbox"/>
Is any portion of the severed or retained land within a Flood Plain?	<input type="checkbox"/>	<input type="checkbox"/>
Is any portion of the lot to be severed or retained located within a designated "Intake Protection Zone" of a Municipal Water Supply? (If yes, please specify)	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>		
Is there a active/rehabilitated/abandoned mine/pit/quarry site within 1 kilometre if the severed or retained land? (If yes, please specify)	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>		
Is there an industrial or commercial use located within 500 metres of the severed or retained land? (If yes, please specify)	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>		
Is there an active railway line within 500 metres of the severed or retained land?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a municipal or federal airport within 500 metres of the severed or retained land?	<input type="checkbox"/>	<input type="checkbox"/>
Are there any species or habitat designated in the Endangered Species Act 2007 known to inhabit the lands?	<input type="checkbox"/>	<input type="checkbox"/>

Is there any additional information that may be useful related to the information above?

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13. Supplementary Information (to be attached to this application)

Explanation of Application: Justification from the applicant or agent explaining the proposed consent and reasons for the application.

☐ Attached

Site Plan: Attach a to-scale sketch/drawing accurately displaying the below information for the subject lands:

- The boundaries and dimensions of the severed and retained lands
- The boundaries and dimensions of abutting land owned by the same owner
- The location, size and type of all existing and proposed buildings and structures, indicating their distance from all property lines
- The approximate location of any natural or artificial features on the property or adjacent lands which may affect the application. Examples: railways, roads, watercourses, drainage, ditches, wetlands, treed areas, wells, septic tanks and municipal services (water, sanitary, or storm pipes)
- The current uses on the adjacent lands
- The location, name and width of any road abutting or within the subject property
- The location and width of any rights-of-way or unopened road allowances abutting or within the subject lands
- The location and nature of any easements

☐ Attached

Additional Information or Studies: Other supporting information that may be required to support this application, as outlined in the pre-consultation.

☐ Attached

Additional Property Information: Other supporting information that may be required to support this application, as outlined in the consultation.

☐ Copy of Transfer Document/Deed Attached

☐ Copy of existing Survey or Plan, if available

☐ N/A

Please provide large plans folded instead of rolled.

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Statutory Declaration

I/We, _____ of (the town/township) _____
in the country/district/region of _____ solemnly declare that:

i) All above statements and the information contained in this application and all of the additional information transmitted herewith are true, and I/we 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 and by virtue of the Canada Evidence Act;

ii) The Corporation of the Town of Smiths Falls staff, committee members, councilors and their designates are authorized to enter the property for the purposes of assessing this application so long as the file remains open; and,

iii) Should the Corporation of the Town of Smiths Falls incur professional or legal costs beyond the application fee which are associated with the application, I/we will be responsible for reimbursing such costs to the Town upon invoice.

Declared before me at the town/township of _____

Signature of Applicant

in the County/District/Region of

Signature of Applicant

This Day of , 20

Commissioner of Oaths

*To be witnessed by a Commissioner for taking affidavits. If joint ownership, signature of each individual is required. If the applicant is a corporation, the application shall be signed by an Officer of the corporation and the corporation's seal shall be affixed to such signature.

Owner's Authorization for Agent to Make Application (Complete if Agent Appointed)

I/We, _____ am/are the owner(s) of the land
and that is subject of this application for consent; and,

I, We authorize _____
to make this application on my/our behalf.

Signature of Owner(s)

Date

Signature of Owner(s)

Date