

**The Corporation of the Municipality of  
Temagami**



**Application for Consent**

PLEASE READ BEFORE COMPLETING THIS APPLICATION

In addition to this form, the Applicant will be required to submit the appropriate fee, site plan, and any additional information required to assess the proposal. Failure to submit all of the required information may prevent or delay the consideration of the Application. If more space is required please use additional sheets.

All additional expenses associated with the application will be the responsibility of the applicant. A deposit of \$2,000 will be required as part of the application submission, which will be used for any additional cost associated with the process. These additional costs may include, but are not limited to: Advertising, Registration Fees, Legal Fees, Planning Consultant Fees, etc. Any unused funds will be reimbursed to the applicant at the end of the process and if additional funds are needed to complete the process an additional deposit will be required.

OFFICE USE ONLY	
Date Received: _____	Complete Application: _____
Application Number: _____	One copy of original sketch: _____
Fee \$ _____	Fee Received on: _____

**Please Print and Complete or (✓) Appropriate Box (es)**

SECTION 1 – APPLICANT INFORMATION		
<b>1.1 Owner Information</b>		
Name of Owner(s)		
Home Telephone Number	Business Telephone Number	
Fax Number	Email Address	
Mailing Address		Postal Code

If the owner is a corporation, please provide the name of the person who has the authority to bind the corporation and who will sign the legal agreement on behalf of the Corporation

Name(s): \_\_\_\_\_

Position(s): \_\_\_\_\_

**1.2 Agent Information (Who is making the application on behalf of the owner)**

Name of Agent / Contact Person:

Home Telephone Number

Business Telephone Number

Fax Number

Email Address

Mailing Address

Postal Code

**1.3 Please specify to whom all communications should be sent**

- Owner
- Agent
- Both Owner and Agent

**1.4 Names and addresses of any mortgages, holders of charges or other encumbrances**

**SECTION 2 – AUTHORIZATION**

**2.1** If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

**AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION & DISCLOSE OF PERSONAL INFORMATION**

I/WE, \_\_\_\_\_, owner(s) of the land that is subject to this application hereby authorize \_\_\_\_\_ to act on my/our behalf regarding this application and for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*, I/We authorize \_\_\_\_\_ to make this application on my/our behalf.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**2.2** Consent of Owner – Complete the consent of the owner concerning personal information set out below.

**CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION**

I/WE, \_\_\_\_\_, owner(s) of the land that is the subject of this application and for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*, I/we 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 and authorize the distribution of this application in electronic form.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**2.2** Consent of Owner – Site Visit

**CONSENT OF THE OWNER FOR SITE VISIT**

I/WE \_\_\_\_\_, owner(s) of the land that is the subject of this application and I /We authorize municipal staff and committee of adjustment members to enter onto the property to gather information necessary for assessing this application.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**APPLICANT(S) ACKNOWLEDGEMENT**

I/we acknowledge submission of this application does not necessarily mean that it is a **complete application**. I/we acknowledge that **photographic images** of the property and proposed development location are required as part of the application. The Municipality of Temagami may return the application to the applicant for failure to complete any part of the application form, failure to provide the required supporting documentation or failure to pay the application fee. I/we acknowledge that it is my/our responsibility to provide a complete and accurate application and that the Municipality of Temagami Staff is not permitted to complete the application on my/our behalf.

I/we acknowledge that this application, including all supporting documentation, shall be available to the general public upon request and shall be provided to the Committee of Adjustment members in its entirety.

I/we agree and acknowledge that I/we am/are responsible for all costs associated with third party Local Planning Appeal Tribunal (LPAT) appeals and municipal peer review of background reports, and shall submit the required deposits upon the Municipality’s request for peer review in accordance with the Municipality’s planning fees.

\_\_\_\_\_  
Signature of Applicant (s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**LOCATION OF THE SUBJECT LAND**

Municipal Address

Legal Description

**SECTION 3 – PURPOSE OF APPLICATION**

**3.1 Proposal Description and Details**

Type and purpose of proposed transaction (circle the appropriate transaction)

Transfers:	New lot creation	Addition to a lot	An easement	Other
Other:	A charge	A lease	A correction of title	

Nature and extent of proposal

Number of new lots to be created

Name or person(s), if known, whom land or interest in land is to be transferred, leased or charged

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

**SECTION 4 – DESCRIPTION OF SUBJECT LAND AND PROPOSAL**

**4.1** Are there any easements or restrictive covenants affecting the subject land?

No  Yes If Yes, describe the easement or covenant and its effect \_\_\_\_\_

**4.2** Date the subject land was acquired by the current owner

**4.3** Property Information - Existing Site

Lot Area: \_\_\_\_\_  
 Road Frontage: \_\_\_\_\_  
 Water Frontage: \_\_\_\_\_  
 Lot Depth: \_\_\_\_\_  
 Lot Width: \_\_\_\_\_

<b>4.4</b> Description of lots	Lot 1	Lot 2	Lot 3	Retained
Area (ha)				
Frontage (m)				
Depth (m)				

**4.5** Property Information - Existing Use

Existing use(s) of the subject land: \_\_\_\_\_  
 Length of time the existing uses of the subject land have continued: \_\_\_\_\_

<b>4.6</b> Use of lots	Lot 1	Lot 2	Lot 3	Retained
Existing				
Proposed				

**4.7** Existing uses of abutting properties

**4.8** Particulars of all buildings and structures on or proposed for the subject land

<b>Existing</b>	Date of Construction	Ground and Gross Floor Area	No. of Stories	Width	Length	Height
<b>Proposed</b>	Date of Construction	Gross Floor Area	No. of Stories	Width	Length	Height

**4.9** Location of all buildings and structures on or proposed for the subject land (specify distance)

<b>Existing</b>	Side Lot Lines	Rear Lot Lines	Front Lot Lines
<b>Proposed</b>	Side Lot Lines	Rear Lot Lines	Front Lot Lines

**SECTION 5 – SERVICING INFORMATION**

<b>5.1 Access (check the appropriate space)</b>	Lot 1	Lot 2	Lot 3	Retained
Provincial Highway	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Municipal road - maintained all year	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Municipal road - seasonally maintained	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Other public road (e.g. LRB)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Right of way	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Water access	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Other (e.g. private road)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
<b>5.2</b> If access to the subject land is by 'water access' 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				
<b>5.3</b> If access to the subject land is by 'private road', 'other public road', or 'right of way', indicate who owns the land or road, who is responsible for its maintenance, and whether it is maintained seasonally or all year				
<b>5.4 Water Supply (check the appropriate space)</b>	Lot 1	Lot 2	Lot 3	Retained
Publicly owned and operated piped water system	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Privately owned and operated individual well	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Privately owned and operated communal well	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Lake or other water body	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Other	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
<b>5.5 Sewage Disposal (check the appropriate space)</b>	Lot 1	Lot 2	Lot 3	Retained
Publicly owned and operated sanitary sewage system	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Privately owned and operated individual septic tank	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Privately owned and operated communal septic system	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Privy	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Other	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A

NOTE: A certificate of approval, or comments, from the local Health Unit or Ministry of the Environment and energy (MOEE) submitted with this application will facilitate the review.

5.6 Other Services (check the appropriate space)	Lot 1	Lot 2	Lot 3	Retained
Electricity	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
School Bussing	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A
Garbage Collection	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A

**5.7 Storm Water Drainage**

Specify: \_\_\_\_\_

**SECTION 6 – LAND USE**

**6.1 Official Plan Designation**

**6.2 Zoning**

**6.3** Are any of the following uses/features on the subject land, or within 500 meters to 1 kilometer, of the subject land: An agricultural operation including livestock facility or stockyard, a landfill, a sewage treatment plant or waste stabilisation plant, a provincially significant wetland (class 1,2, or 3 wetland), a flood plain, a rehabilitated mine site, a non-operating mine site within 1 kilometer of the subject land, an active railway line, a municipal/federal airport, a utility corridor, or a heritage building/structure/site?

No  Yes If Yes, describe \_\_\_\_\_

**SECTION 7 – PREVIOUS/CURRENT APPLICATIONS**

**7.1** Has the subject land ever been the subject of an application under the Planning Act?

No  Yes  Unknown If Yes, describe \_\_\_\_\_

**7.2** Aside from this application, is the subject land currently the subject of an application under the Planning Act?

No  Yes  Unknown If Yes, describe \_\_\_\_\_

**7.3** Is there any other information that you think may be useful to the Municipality in reviewing this application? If so, explain below or attach on a separate page

**SECTION 9 – CHECK LIST**

Have you remembered to attach the following

- 1 copy of the completed application form
- 1 copy of the required sketch
- 1 copy of any required technical or justification study
- The required fee (cheque payable to the Municipality of Temagami)

**SECTION 10 – AFFIDAVIT OR SWORN DECLARATION (to be completed by each owner)**

I/We, \_\_\_\_\_  
*(full name)*

of the \_\_\_\_\_  
*(city, town)*

in the \_\_\_\_\_  
*(region, county, district)*

make oath and say (or solemnly declare) 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 \_\_\_\_\_  
*(city, town)*

in the \_\_\_\_\_  
*(region, county, district)*

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(Commissioner, etc.)

\_\_\_\_\_  
Signature of Applicant \*

\*Must be signed in the presence of the Commissioner.

**Please provide a separate affidavit if more than one applicant.**



## SITE PLAN REQUIREMENTS

The application shall be accompanied by 1 copies of a site plan showing the following:

Site Plan Requirements:

- The boundaries and dimensions of the subject land. Also, indicating any part that is to be severed and any part that is to be retained;
- PHOTOGRAPHS of the area.
- The location, size, and type of all existing and proposed buildings and structures on the subject land, indentifying which buildings and structures are existing and which are proposed. Also, indicating the distance of the buildings or structures from the front lot line, rear lot line, and the side lot lines;
- A description of the type of development;
- The existing uses on the subject land and adjacent lands;
- The boundaries and dimensions of any land owned by the owner of the subject land that abuts the subject land, and the distance between the subject lands and the nearest township lot line or landmark, such as a railway crossing bridge;
- 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 adjacent lands that in the opinion of the applicant may effect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells, septic tanks, steep slopes, and narrow waterbodies;
- Identification of any existing or proposed grading, drainage, utilities, lighting, easements, and significant features of the site (such as walls, fences, hedges, large trees, or other ground cover or facilities for the landscaping of the lands and any adjacent public streets);
- Identification of any abutting roads, and other relevant conditions on adjacent lands;
- If applicable, identify:
  - Existing grades defined by contour lines or spot elevations
  - The location and name of any easement affecting the subject land
  - The location of parking and boat docking facilities to be used
- A Title Block which includes:
  - Identification of the proposed use of the site
  - Name and address of the person or organization submitting the site plan
  - Municipal address and legal description
  - Date prepared
  - Legend
  - Metric scale
  - Key plan indicating general location of the development with respect to the lake or street
  - North arrow
- If a waterfront property, show the 15 metre vegetative buffer from the high water mark.