

Planning / Severance Proposal



This application will allow Seguin Township to review your planning / severance proposal and comment whether it will be in accordance with Part 8 of the Ontario Building Code (OBC). An inspector will determine if the proposed properties to be severed (or other planning related / lot line alterations) will be in accordance with Part 8 of the Ontario Building Code (OBC) based on the OBC's minimum requirements for a 3-bedroom dwelling with less than or equal to 20 fixture units, less than 200m² floor area, sewage system sizing calculations based on a fully raised system with a native soil T-time of 50. The retained lands are also assessed to ensure that the minimum setbacks as required under the OBC are maintained from proposed lot lines.

The applicant must pay the required application fee, confirm that the application is complete, with all information requested and forms completed to a level of detail that does not leave any uncertainty.

The applicant MUST flag lot lines (existing and proposed) to ensure staff can properly complete an inspection. Lots that have not been properly marked will not be evaluated; consequently a site re-inspection fee will be required.

Site plan required to accompany application must include the following:

1. Applicants name, property address (civic);
2. The boundaries and dimensions of the subject land; the part(s) that is to be severed and the part that is to be retained;
3. Lot sizes (area), property dimensions, roads, existing/proposed rights-of-way or easements, municipal/utility corridors, and all owned or un-owned lakeshore road allowances;
4. The existing uses on adjacent lands, including the location of: wells, structures, and sewage systems;
5. The location and size of all existing on-site sewage system components (tanks, pump chambers, alarms, distribution bed if applicable);
6. The distances of on-site sewage system components to: structures; property lines, easements, rights-of-way, driveways, structures, wells, lakes, streams, wetlands (if applicable);
7. Show the direction of water flow (surface);
8. Show the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect 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; and
9. Indicate the direction of North on the site plan.

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Application # _____

PLANNING APPROVAL AUTHORITY CONSULTATION	
Have you consulted with the municipal planning department or planning board office prior to submitting this application to the Building Department?	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
If yes, and if known, indicate the Planning Approval Authority name and file number	
Has your planning proposal been approved by the planning authority?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please attach the conditions of approval.	

APPLICANT INFORMATION	
Name of owner(s)	
Mailing address/municipality	Postal code
Home telephone no.	Business telephone no.
Email address	
Agent/Applicant Name of person who is to be contacted about this application, if different than the owner.	
Mailing address/municipality	Postal code
Business telephone no.	
Email address	

LOCATION OF SUBJECT LAND				
Property address				
Con.	Lot	Sub-lot	Plan	Parcel
Assessment roll no.			PIN no.	

PURPOSE OF THE APPLICATION	
Type and purpose of the proposed application	
Transfers: <input type="checkbox"/> New lot(s) <input type="checkbox"/> Lot addition <input type="checkbox"/> Easement or Right-of-way <input type="checkbox"/> Other: _____	
If a lot addition, identify the lands to which the parcel will be added.	

DESCRIPTION OF SUBJECT LAND (attach a separate sheet if necessary)					
Description		Severed Lot #1	Severed Lot #2	Severed Lot #3	Retained
	Frontage(m)				
	Depth (m)				
	Area (ha)				
Use of property	Existing use(s)				
	Proposed use(s)				
Buildings or Structures	Existing				
	Proposed				
Water Supply	Publicly owned and operated piped water system				
	Privately owned and operated individual well				
	Privately owned and operated communal well				
	Lake or other waterbody				
	Other means				
Private On-site Sewage System	Details of existing on-site sewage system(s) (Class, size, age, permit number)				
Lakeshore Road Allowance		<input type="checkbox"/> owned	<input type="checkbox"/> not owned	<input type="checkbox"/> not applicable	

LAND USE
What is the existing Official Plan designation(s) of the subject land?
What is the existing zoning?
<p>Is your proposal on a waterbody? Lake/River (Circle one if applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, name of waterbody:</p> <p>Is the waterbody at development capacity for the creation of new lots? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is a 300m setback required for the on-site sewage system for the proposed severed lots?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Has a study been undertaken and approved to allow an encroachment within 300m of the waterbody? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please attach the study and planning board/municipal approval.</p>
<p>Is there a Development Agreement with the Municipality regarding the placement of an on-site sewage system?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach the agreement and requirements.</p>

OTHER INFORMATION

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DECLARATION OF APPLICANT

I _____ understand that it is my responsibility to ensure
(print name)

that the information provided is true and accurate and that the Township of Seguin will not be held responsible for incorrect information provided to it by an applicant.

Date

Signature of Property Owner

NOTE:

If the person signing the application is not the owner; a signed letter from the owner authorizing the person to act on the owner's behalf must accompany the application.