

Committee of Adjustment

**CONSENT APPLICATION**

**\$350.00 + 45.50 HST = \$395.50**

**Certification**

I, Robert D. Hughes, Secretary-Treasurer for the Committee of Adjustment, in the City of  
Pembroke, hereby certify that the attached application is a true copy.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary-Treasurer

## PARKLAND DEDICATION POLICY

The City of Pembroke's Parkland Dedication Policy for the Consent process is as follows:

1. If the lands are to be immediately sold, then a copy of the offer to purchase confirmed on the date before the Committee of Adjustment hearing, and tabled at the hearing, would be accepted as the land value.
2. If the lands are being severed for mortgage purposes or for future sale, an appraisal of the lands based on the value the day before the hearing and by a certified real estate appraiser must be tabled before the Committee at the hearing.

The Planning Act states the amount to be levied is 2% for industrial and commercial purposes and 5% for residential purposes based on the value of the land the day before the consent is approved.

COMMITTEE OF ADJUSTMENT  
THE CORPORATION OF THE CITY OF PEMBROKE  
1 Pembroke Street East  
Pembroke, ON K8A 3J5

Gentlemen:

I, \_\_\_\_\_, have made, on the  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ an application for consideration of  
\_\_\_\_\_ from Zoning By-law 97-38 as amended.  
(state nature of application)

I understand that any Consent which the Committee of Adjustment enacts in response to my application may be subject to the approval of the Ontario Municipal Board. My signature affixed hereto is evidence of my support of any Consent which the City may enact in response to my application.

Should the Ontario Municipal Board deem it expedient to convene a public hearing to inquire into the merits of an application for approval of any such Zoning By-law Consent, or to hear any objections which may be made to the approval of such a Consent, I hereby undertake that I, or my agent, will attend at any such hearing to support the application by the Committee of Adjustment approval of any Consent passed in response to my application.

Should the City of Pembroke's Committee of Adjustment be held liable for any costs as a result of its actions in support of my application I hereby indemnify the City of Pembroke's Committee of Adjustment against any such liability.

Signed at the City of Pembroke, County of Renfrew, Province of Ontario, this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Applicant/Agent Signature

APPLICATION FOR CONSENT

Under Section 53 of *The Planning Act*

Name of Approval Authority: City of Pembroke Committee of Adjustment  
1 Pembroke Street East  
Pembroke, ON K8A 3J5

✖ denotes prescribed information under Ontario Regulation 197/96

1. **Owner Information**

✖ 1.1 Name of Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Home Tel: \_\_\_\_\_

Business Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

✖ 1.2 Name of Authorized Agent, (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Home Tel: \_\_\_\_\_

Business Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

1.3 Whom should communications be sent:  Owner  Agent  Both

2. **Location of the Subject Land (severed and retained)**

✖ 2.1 Municipality: \_\_\_\_\_

Street Name and No.: \_\_\_\_\_

Concession No.: \_\_\_\_\_ Lot(s) No.: \_\_\_\_\_

Registered Plan No.: \_\_\_\_\_ Lot(s) No.: \_\_\_\_\_

Reference Plan No.: \_\_\_\_\_ Part(s) No.: \_\_\_\_\_

✖ 2.2 Are there any easements or restrictive covenants affecting the subject land?

Yes  No

If yes, describe the easement or covenant and its effect: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**3. Purpose of Application**

- ✘ 3.1 Type and purpose of proposed transaction

Creation of a new lot    Addition to a lot    An easement    Other purpose

A charge                       A lease                       A correction of title
- ✘ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged: \_\_\_\_\_
- 3.3 If a lot addition, identify on the accompanying sketch, the lands to which the parcel will be added.

**4. Description of subject land and servicing information (complete each subsection)**

- |       |   | <u>Severed</u>           | <u>Retained</u>          |
|-------|---|--------------------------|--------------------------|
| ✘ 4.1 | Description   |                          |                          |
|       | (a) Frontage  | _____                    | _____                    |
|       | (b) Depth   | _____                    | _____                    |
|       | (c) Area  | _____                    | _____                    |
| ✘ 4.2 | Use of the Property (describe)  |                          |                          |
|       | (a) Existing Use(s)   | _____                    | _____                    |
|       | (b) Proposed Use(s)   | _____                    | _____                    |
| ✘ 4.3 | Buildings or Structures (describe)  |                          |                          |
|       | (a) Existing  | _____                    | _____                    |
|       | (b) Proposed  | _____                    | _____                    |
| ✘ 4.4 | Access (check appropriate space)  |                          |                          |
|       | (a) Provincial Highway  | <input type="checkbox"/> | <input type="checkbox"/> |
|       | (b) Municipal Road, maintained all year   | <input type="checkbox"/> | <input type="checkbox"/> |
|       | (c) Municipal Road, seasonally maintained   | <input type="checkbox"/> | <input type="checkbox"/> |
|       | (d) Right-of-Way  | <input type="checkbox"/> | <input type="checkbox"/> |
|       | (e) Water Access  | <input type="checkbox"/> | <input type="checkbox"/> |
|       | If water access, describe the parking and docking facilities to be used and approximate distance of these facilities from the subject land and the nearest public road. |                          |                          |
| ✘ 4.5 | Water Supply (check appropriate space)  |                          |                          |
|       | (a) Publicly-owned and operated piped system  | <input type="checkbox"/> | <input type="checkbox"/> |
|       | (b) Privately-owned and operated, individual or communal well   | <input type="checkbox"/> | <input type="checkbox"/> |
|       | (c) Lake or other water body  | <input type="checkbox"/> | <input type="checkbox"/> |
|       | (d) Other means   | <input type="checkbox"/> | <input type="checkbox"/> |

✖ 4.6 Sewage Disposal (check appropriate space)

- (a) Publicly-owned and operated sanitary system
- (b) Privately-owned and operated individual or communal septic system
- (c) Privy
- (d) Other Means

5. Land Use

✖ 5.1 What is the existing official plan designation(s), if any, on the subject land?

---

5.2 What is the municipal zoning, if any, on the subject land?

---

5.3 If there are any agricultural buildings located on the adjacent lands, please indicate their approximate location and distance to the subject lands (severed and retained) on the accompanying sketch.

6. History of the Subject Land

✖ 6.1 Has the subject land ever been the subject of any application for approval of a plan of subdivision or consent under the Planning Act?

- Yes       No       Unknown      If yes and if known, provide the Municipal application file number and the decision made on the application.

---

---

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.

---

---

✖ 6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land?

- Yes       No      If yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use.

---

---

**7. Current Applications**

- ✘ 7.1 Is the subject land currently the subject of a proposed official plan that has been submitted to the Ministry for approval or an official plan amendment that has been submitted to the Municipality for approval.

Yes       No       Unknown      If yes and known, provide the Ministry or Municipal application file number and the status of the application.

---

---

- ✘ 7.2 Is the subject land the subject of an application for a zoning by-law amendment, a Minister's zoning order, minor variance, consent or approval of a plan of subdivision?

Yes       No       Unknown      If yes and known, specify the appropriate file number and status of the application.

---

---

**8. Sketch**

- ✘ 8.1 The application shall be accompanied by a sketch showing the following:
- (a) the boundaries and dimensions of the subject land, the part that is to be severed and the part this is to be retained
  - (b) the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land
  - (c) the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
  - (d) 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 and septic tanks
  - (e) the existing use(s) on adjacent lands, such as residential, agricultural and commercial uses
  - (f) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way
  - (g) if access to the subject land is by water only, the location of the parking and boat docking facilities to be used
  - (h) the location and nature of any easement affecting the subject land
  - (i) the location between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing

✱ 8.2 It is required that one original copy of the application be filed together with a copy of a sketch described in 8.1 above, accompanied by a fee of \$350.00 + 45.50 (HST) for a total fee charge of \$395.50, in cash or by cheque payable to the City of Pembroke. The Committee of Adjustment may require that the plan be signed by an Ontario Land Surveyor.

**9. Other Information**

Is there any other information that you think may be useful to the Committee of Adjustment or other agencies in reviewing this application? If so, explain on a separate page.

**10. Affidavit or Sworn Declaration for Information**

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

in the \_\_\_\_\_ solemnly declare that the information required under Ontario Regulation 197/96 and all other statements contained in this application 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.

Sworn or Declared before me at the City of Pembroke in the County of Renfrew

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Applicant

**11. Authorization of Owner for Agent to Make the Application (if owner not making application)**

I, \_\_\_\_\_, am the owner of the land that is the subject of

this application for a consent and I authorize, \_\_\_\_\_, to make this application on my behalf.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner