



Application for Consent

(Under Section 53 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended)

Planning and Development Services

65 Harwood Avenue South
Ajax, ON L1S 2H9

Telephone: 905-619-2529, ext. 3631

E-mail: Planningservices@ajax.ca
www.ajax.ca

Alternative formats of this document can be made available upon request by contacting [Planning Services](#) or 905-619-2529, extension 3631.

For Town Use Only

File Number: _____ Date of Receipt: _____

1. Submission Requirements

Materials and Fees

- Application Form (completed, signed, and commissioned)
- Draft Reference Plan (see requirements below)
- Site Screening Questionnaire and/or Environmental Site Assessment(s) (in accordance with Ontario Regulation 153/04)
- Town of Ajax Application Fee (in accordance with the Town's Fees and Charges By-law, as amended; any refunds will be processed according to the By-law)
 - Fee Submitted: \$ _____
- Other Fees (provide confirmation of payment for applicable reviewing authorities/agencies)
 - Region of Durham
 - Conservation Authorities (Toronto and Region Conservation Authority or Central Lake Ontario Conservation Authority)
 - Other Governmental Authorities or Agencies (where applicable)
- Have you provided all applicable supporting documents (reports and/or studies, as deemed necessary by the Town and/or other governmental authorities/agencies)?

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- Have you completed a pre-consultation review with Town staff? If not, please contact staff at 905-619-2529, ext. 3631 or planningservices@ajax.ca. Please consult with staff prior to submitting an application. Incomplete applications will not be accepted.
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Plan Requirements

The draft reference plan of survey (i.e. draft 40R-Plan), as prepared by an Ontario Land Surveyor, is required for all Consent Applications, unless otherwise indicated by the Town. The draft reference plan must include the following information:

- the boundaries and dimensions of the proposed severed and retained parcels;
- the boundaries and dimensions of the proposed easement(s), right(s)-of-way, leases, mortgages, etc., affecting the subject lands;
- the boundaries and dimensions of any existing easement(s), right(s)-of-way, leases, mortgages, etc., affecting the subject lands;
- the location of all natural and artificial features on the subject lands and on adjacent lands which may affect the proposal (e.g. buildings, railways, roads, watercourses, drainage ditches, rivers or stream banks, slopes, wetlands, wooded areas, wells, and septic tanks, etc.);
- the location of all existing buildings and structures located on the subject lands, illustrating existing setbacks from all lot lines;
- the use of adjacent lands (e.g. residential, commercial, industrial, agricultural, etc.);
- the location, width, and names of all road allowances, rights-of-way, and highways within or abutting the subject lands, indicating whether they are public travelled roads, private roads or rights-of-way, or unopened road allowances; and
- any abutting lands owned by the owner illustrating the boundaries and dimensions.

2. Contact Information

Correspondence relating to this application should be sent to (select one):

Registered Owner Applicant Agent/Primary Consultant

Registered Owner(s) (as shown on the property deed)

Organization Name (if applicable): _____

Owner(s) Name: _____

Telephone Number: _____ E-mail Address: _____

Full Mailing Address (with City & Postal Code): _____

Applicant (if different from Owner)

Organization Name (if applicable): _____

Applicant Name: _____

Telephone Number: _____ E-mail Address: _____

Full Mailing Address (with City & Postal Code): _____

Agent/Primary Consultant

Organization Name (if applicable): _____

Agent/Primary Consultant Name: _____

Telephone Number: _____ E-mail Address: _____

Full Mailing Address (with City & Postal Code): _____

3. Subject Lands Information

Municipal Address: _____

Legal Description (Lot, Part, Block, Plan, Concession, Township, etc.):

Assessment Roll Number (ARN): _____

Parcel Identification Number (PIN): _____

Location Description (closest major intersection, side of the street the land is located on):

Are there any easements or restrictive covenants affecting the subject lands?

No (explain how it was determined) Yes (describe and show on plan)

4. Application Information

Purpose of Application

Select the type of Consent:

- Creation of a New Lot
- Addition to a Lot (Moving/Adjusting a Lot Line) (indicate benefitting lands information below)
- Easement/Right-of-Way (indicate benefitting lands information below)
- Long-Term Lease
- Mortgage/Discharge

Validation of Title

Other (please indicate):

Please describe the proposal (please also complete Section 5 below where applicable):

Benefitting Lands (Addition to a Lot or Easement/Right-of-Way)

Generally, which direction are the benefitting lands: North South East West Municipal

Address: _____

Legal Description (Lot, Part, Block, Plan, Concession, Township, etc.):

Assessment Roll Number (ARN): _____

Parcel Identification Number (PIN): _____

Additional Contact Information (provide the contact information of the person(s) to whom land or interest in lands is intended to be transferred, charged, or leased)

Name: _____

Telephone Number: _____ E-mail Address: _____

Full Mailing Address (with City & Postal Code):

5. Details of the Application/Subject Lands

General Details

Please provide the details of the land proposed to be severed and retained, where applicable:

Measurements must be in metric units and match the submitted draft reference plan	Severed Lands	Retained Lands
Frontage (m)		
Average Depth (m)		
Area (m ² or hectares)		
Existing Building(s)		
Proposed Building(s)		
Existing Use(s)		
Proposed Use(s)		
Access Provided to the Lands by:	<input type="checkbox"/> Town Road <input type="checkbox"/> Regional Road <input type="checkbox"/> Other (Provincial Highway, Right-of-Way, Unopened Road Allowance, etc. (please specify)):	<input type="checkbox"/> Town Road <input type="checkbox"/> Regional Road <input type="checkbox"/> Other (Provincial Highway, Right-of-Way, Unopened Road Allowance, etc. (please specify)):
How will water be provided?	<input type="checkbox"/> Municipal Water <input type="checkbox"/> Private Well <input type="checkbox"/> Other (Communal Well, Lake, etc., describe in detail):	<input type="checkbox"/> Municipal Water <input type="checkbox"/> Private Well <input type="checkbox"/> Other (Communal Well, Lake, etc., describe in detail):
How will sewage be disposed of?	<input type="checkbox"/> Municipal Sanitary Sewer <input type="checkbox"/> Private or Communal Septic <input type="checkbox"/> Other (describe in detail):	<input type="checkbox"/> Municipal Sanitary Sewer <input type="checkbox"/> Private or Communal Septic <input type="checkbox"/> Other (describe in detail):
How will storm drainage be provided?	<input type="checkbox"/> Municipal Storm Sewer <input type="checkbox"/> Ditch or Swale <input type="checkbox"/> Other (describe in detail):	<input type="checkbox"/> Municipal Storm Sewer <input type="checkbox"/> Ditch or Swale <input type="checkbox"/> Other (describe in detail):

Details for an Easement/Right-of-Way or a Long-Term Lease

Area of Lands (m² or hectares): _____

Area of Proposed Easement/Long-Term Lease (m² or hectares): _____

Nature of the Proposed Easement/Long-Term Lease: _____

Details for a Validation of Title

When did the contravention of Section 50 of the *Planning Act* or a predecessor thereof occur? Please describe the nature of the contravention (attach any supporting documentation, if applicable).

6. Planning Information

Related Planning Applications

Have the subject lands ever previously or currently been part of another application under the *Planning Act*? (Regional Official Plan Amendment [ROPA], Local Official Plan Amendment [OPA], Zoning By-law Amendment [ZBA], Plan of Subdivision/Condominium, Site Plan/Site Plan Amendment, Consent, Minor Variance, etc.)

No Yes; if yes, indicate file number and status.

Provincial Plans and Policies

Is the application consistent with the Provincial Policy Statement? Provide details.

No Yes

Please specify whether the application conforms to or does not conflict with the Growth Plan for the Greater Golden Horseshoe:

Are the subject lands located within the Greenbelt Plan?

No Yes: if yes, indicate how the application conforms to or does not conflict with the Greenbelt Plan:

Is the Minimum Distance Separation (MDS) formulae and guidelines applicable to the subject lands?

No Yes; if yes, please demonstrate compliance:

Official Plans and Zoning By-law

Please provide the plan/By-law information of the land proposed to be severed and retained, where applicable:

	Severed Lands	Retained Lands
Land Use Designation in the Durham Regional Official Plan		
Land Use Designation in the Town of Ajax Official Plan		
Zoning in the Town of Ajax Zoning By-law 95-2003, as amended		

7. Additional Information

Is there any additional information that may be useful to the Town and/or other governmental authorities or agencies in reviewing this application? If so, please explain below and/or attach any supporting documentation, if applicable.

8. Finalization of Consent

Once all of the conditions contained in the Committee of Adjustment’s decision are fully satisfied, the owner’s/applicant’s solicitor must prepare and forward the legal document(s) with the applicable fee to the Town of Ajax, to the attention of the Secretary-Treasurer. For most applications (e.g. Creation of a New Lot, Addition to a Lot), the legal documents, as prepared by a solicitor, shall include the following documents:

- Draft of the complete Transfer/Deed of Land (including the Land Transfer Tax Affidavit);
- Acknowledgement and Direction document signed by all owners; and
- Schedule “A” Certificate for stamping (the full legal description of the “severed” lands).

The legal document(s) is/are to contain a registrable description satisfactory to the Registrar in keeping with the current requirements of the *Registry Act*. Following the review and stamping of the legal document(s), indicating the Committee's consent, the document(s) will be returned to the solicitor for registration purposes.

9. Authorization of Owner

I/We, _____, the named registered owner(s) above hereby authorize _____, the named applicant and/or agent above to act as our agent to sign this application, to appear on my/our behalf at any hearing(s) in respect of the application, and to provide any information or material required by the Town in connection with this application. I/we authorize the Town to collect such information from my/our client.

Signature(s) of Owner(s)

Print Name(s)

Dated this _____ day of _____, 20_____ .

10. Affidavit and Sworn Declaration of Owner or Applicant/Agent

I agree that this application and all submission material submitted in support of this application may be made available for public review, pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*.

I agree to reimburse the Town of Ajax for any costs associated with the peer review of any studies or drawings submitted in support of this application and for any costs associated with the preparation of studies required to evaluate the application by qualified consultants. I further agree to reimburse the Town of Ajax for any costs associated with the Town appearing in support of the application at hearings of the Ontario Land Tribunal.

I hereby certify that all statements contained within this application are true and agree to allow Town staff, or their representatives, reasonable access to the subject lands, to carry out any inspections, tests, and investigations as may be required.

Signature(s) of Owner(s)/Applicant/Agent

Print Name(s)

Dated this _____ day of _____, 20____.

Declared before me at the _____ of _____

in the _____ of _____

this _____ day of _____, 20____.

Commissioner of Oaths