



# Township of Georgian Bluffs Committee of Adjustment

## Severance Application Form

APPLICATION ACCEPTED (date) \_\_\_\_\_ SEVERANCE FILE NO: B \_\_\_\_\_/20\_\_\_\_

Roll # \_\_\_\_\_

**NOTE: Questions 2, 3, 6, 7, 8, 9, 10, 11, 12 a & b, & 14 are minimum mandatory requirements** as prescribed in the schedule to Ontario Regulation 41/95, Planning Act, and **MUST be completed**. The remaining questions are there to assist the Committee and Agencies in evaluating your application. You can help ensure a thorough evaluation is completed by answering all questions. Failure to provide adequate, correct information may result in your application being refused.

**1. Approval Authority: Township of Georgian Bluffs Committee of Adjustment**

2. **Owner:** \_\_\_\_\_

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

**Phone Number:** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**Email:** \_\_\_\_\_

3. **Applicant (if different from Owner):** \_\_\_\_\_

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

**Phone Number:** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**Email:** \_\_\_\_\_

4. **Agent/Solicitor:** \_\_\_\_\_

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

**Phone Number:** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**Email:** \_\_\_\_\_

5. **Communications should be sent to:**

Owner: \_\_\_\_\_ Applicant/Authorized Agent \_\_\_\_\_ Solicitor \_\_\_\_\_

**Note: In this form, "Subject Land" means the parcel to be severed and the parcel to be retained**

6. **SUBJECT LAND: (LEGAL DESCRIPTION)**

**Legal Description** \_\_\_\_\_

**Former Municipality** \_\_\_\_\_

**Civic Addressing No.** \_\_\_\_\_

7. **DESCRIPTION OF SUBJECT LAND:**

a) **Existing use** of the Subject Land: Agricultural \_\_\_\_\_ Residential \_\_\_\_\_

Non-farm Residential \_\_\_\_\_ Commercial/Industrial \_\_\_\_\_

Other (explain) \_\_\_\_\_

b) Existing Buildings \_\_\_\_\_

c) Is the "Subject Land" presently subject to any of the following:

Easement \_\_\_\_\_ Restrictive Covenants \_\_\_\_\_ Right of Way \_\_\_\_\_

**NOTE: All existing easements and right of ways must be shown on the sketch.**

**8. PROPOSAL (THESE DIMENSIONS MUST BE ACCURATE)**

**Dimensions** of land intended  
to be **SEVERED**

**Frontage** \_\_\_\_\_

**Depth of Side Lot Line** \_\_\_\_\_

**Width of Rear Lot Line** \_\_\_\_\_

**Area** \_\_\_\_\_

**Dimensions** of land intended  
to be **RETAINED**

**Frontage** \_\_\_\_\_

**Depth of Side Lot Line** \_\_\_\_\_

**Width of Rear Lot Line** \_\_\_\_\_

**Area** \_\_\_\_\_

**9. PROPOSED USE OF LAND TO BE SEVERED**

**(a) i) NEW LOT**

Specify Use \_\_\_\_\_

**ii) LOT ADDITION**

**iii) LEASE/CHARGE**

**iv) EASEMENT/  
RIGHT OF WAY**

Bell Canada \_\_\_\_\_  
Hydro \_\_\_\_\_  
Water \_\_\_\_\_  
Gas \_\_\_\_\_  
Access \_\_\_\_\_

**v) CORRECTION  
OF TITLE** \_\_\_\_\_

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

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

(c) Buildings Proposed \_\_\_\_\_

**10. PROPOSED USE OF LANDS TO BE RETAINED**

Buildings Proposed \_\_\_\_\_

Specify Use \_\_\_\_\_

<b>11. ROAD ACCESS</b>	<b>SEVERED PARCEL</b>	<b>RETAINED PARCEL</b>
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Provincial Highway	_____	_____
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County Road (Provide Road Number)	_____	_____
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Township Road	_____	_____
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Non-maintained/seasonally maintained Municipal road allowance	_____	_____
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If access is from a non-maintained or seasonally maintained road allowance has an agreement been reached with the Municipality regarding upgrading of the road?

YES _____	NO _____
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Private Right-of-Way	_____	_____
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**12. SERVICING**

a) What type of **water supply** is proposed?

TYPE	SEVERED PARCEL	RETAINED PARCEL
Municipally owned and operated pipe water supply	_____	_____
Lake/River	_____	_____
Well	_____	_____

If proposed water supply is by well, are the surrounding water well records attached?

YES _____	NO _____
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b) What type of **sewage disposal** is proposed?

TYPE	SEVERED PARCEL	RETAINED PARCEL
Municipally owned and operated sanitary sewers	_____	_____

Septic System \_\_\_\_\_

Other – Specify \_\_\_\_\_

**c) Other Services** (check if any of these services are available to the "Subject Lands)

Electricity \_\_\_\_\_ School Bus \_\_\_\_\_ Telephone \_\_\_\_\_ Garbage Collection \_\_\_\_\_

**13. AGRICULTURAL PROPERTY HISTORY**

i) What type of farming has been or is currently being conducted?

Please indicate the type of farming on the form on the proceeding page by circling the Animal Type, a description, and a Barn Type. Please label each barn with a number on the sketch and the form.

ii) a) How long have you owned the farm? \_\_\_\_\_

iii) a) Area of total farm holding: Hectares \_\_\_\_\_ Acres \_\_\_\_\_

b) Number of tillable hectares (acres) \_\_\_\_\_

iv) a) Is there a barn on the parcel to be severed?

Yes \_\_\_\_\_ No \_\_\_\_\_ Condition of Barn \_\_\_\_\_

Present Use \_\_\_\_\_ Capacity of barn in terms of livestock \_\_\_\_\_

b) Is there a barn on the parcel to be retained?

Yes \_\_\_\_\_ No \_\_\_\_\_ Condition of Barn \_\_\_\_\_

Present Use \_\_\_\_\_ Capacity of barn in terms of livestock \_\_\_\_\_

v) a) Are there any barns on other properties within 1 kilometre (1,000 metres) of the proposed lot?

Yes \_\_\_\_\_ No \_\_\_\_\_

**14. a)** Has any land been severed from the parcel originally acquired by the owner of the subject land?  
.....

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, and if known, provide for each parcel severed, the Grey County or Georgian Bluffs file number. \_\_\_\_\_

**Office Use Only**

a) Please indicate the existing Official Plan designation of the subject land:

Agricultural	_____	Wetlands	_____
Rural	_____	Urban	_____
Urban Fringe	_____	Hamlet	_____
Hazard Lands	_____	Recreation	_____
NEC Area	_____	Inland Lakes & Shoreline	_____
Special Agriculture	_____	Mineral Resource Extraction	_____
Space Extensive Commercial	_____	Space Extensive Industrial	_____

b) Please indicated the current Zoning on the Subject Property:

\_\_\_\_\_

c) Please indicate whether any of the following environmental constraints apply to the subject land:

Primary Aggregate	_____	Special Policy	_____
Life ANSI	_____	Existing Land Fill Sites	_____
Earth ANSI	_____	Abandoned Land Fill Sites	_____
Earth Life ANSI	_____	Cold Water Streams	_____
Cool/Warm Water Lake	_____	Cool/Warm Water Stream	_____
Warm Water Streams	_____	Cold Water Lake	_____
Warm Water Lake	_____		

Is the application being submitted in conjunction with a proposed **Official Plan Amendment**?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, and if known, specify the Ministry file number and status of the application.

\_\_\_\_\_

d) Has the parcel intended to be severed ever been, or is it now, the subject of an **application for a Plan of Subdivision** under the Planning Act?

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

If yes, and if known, provide for each parcel to be severed, the Ministry and/or Grey County file number: \_\_\_\_\_

e) Has an application for a **Development Control Permit** been submitted to/approved by the Niagara Escarpment Commission?

Yes \_\_\_\_\_ No \_\_\_\_\_ Submitted \_\_\_\_\_ Approved \_\_\_\_\_

## 15. SKETCH - YOU MUST SHOW ALL OF THE REQUIRED INFORMATION

The sketch must be submitted with the application on paper no larger than 8 1/2" x 14".

- a) OUTLINE THE **SEVERED PARCEL IN RED** AND THE **RETAINED PARCEL IN GREEN**.
- b) Clearly label which is the severed parcel and which is the retained parcel.
- c) "**NORTH ARROW**"
- d) "**Subject Land**" - **all land owned** by the applicant - **boundaries and dimensions**
- e) The **distance** between the applicant's land and the **nearest township lot line** or appropriate landmark (eg. bridge, railway crossing, etc.).
- f) The parcel of land that is the subject of the application, its boundaries and dimensions, the **part of the parcel that is to be severed**, the **part that is to be retained** and the **location of all land previously severed** .
- g) The **approximate location** of all natural and artificial features on the subject land (**eg. buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells, septic tanks**) and the location of any of these features on adjacent lands which may affect the application.
- h) The **use of adjoining land** (eg. residential, agricultural, cottage, commercial, etc.)
- i) The **location**, width and names of all **road allowances, rights-of-way, streets, or highways** within or abutting the property, indicating whether they are publicly travelled roads, private roads, rights-of-way or unopened road allowances.
- j) The **location and nature of any easement** affecting the subject land.
- k) All barns and manure storage facilities on the subject property as well as on the adjacent lands. Please indicate the distance from the barns and the manure storage facilities to the proposed severance boundary. Please be sure to indicate the corresponding barn number and manure storage.

**Please ensure your sketch is legible and reproducible.**

16. Affidavit or Sworn Declaration

I/We \_\_\_\_\_  
(Applicant(s) Name(s))

Of the \_\_\_\_\_ of \_\_\_\_\_  
(City/Township)

In the \_\_\_\_\_ of \_\_\_\_\_  
(County)

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 in respect of this application is true.

I (we) hereby authorize municipal planning staff and the municipality's agents to enter the property for the purposes of performing inspections and gathering information, without further notice, related to the processing of this application.

Sworn (or declared) before me at the  
\_\_\_\_\_ of \_\_\_\_\_

In the \_\_\_\_\_ of \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
Signature – Commissioner of Oaths

\_\_\_\_\_  
Signature of Applicants/Agent

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

\_\_\_\_\_  
Applicant(s)/Agent Name in Print

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

\_\_\_\_\_  
Applicant(s) name in Print

Please return this completed form to:  
Attention: Committee of Adjustment  
Township of Georgian Bluffs,  
RR # 3  
Owen Sound, Ontario. N4K 5N5



SAMPLE SKETCH

