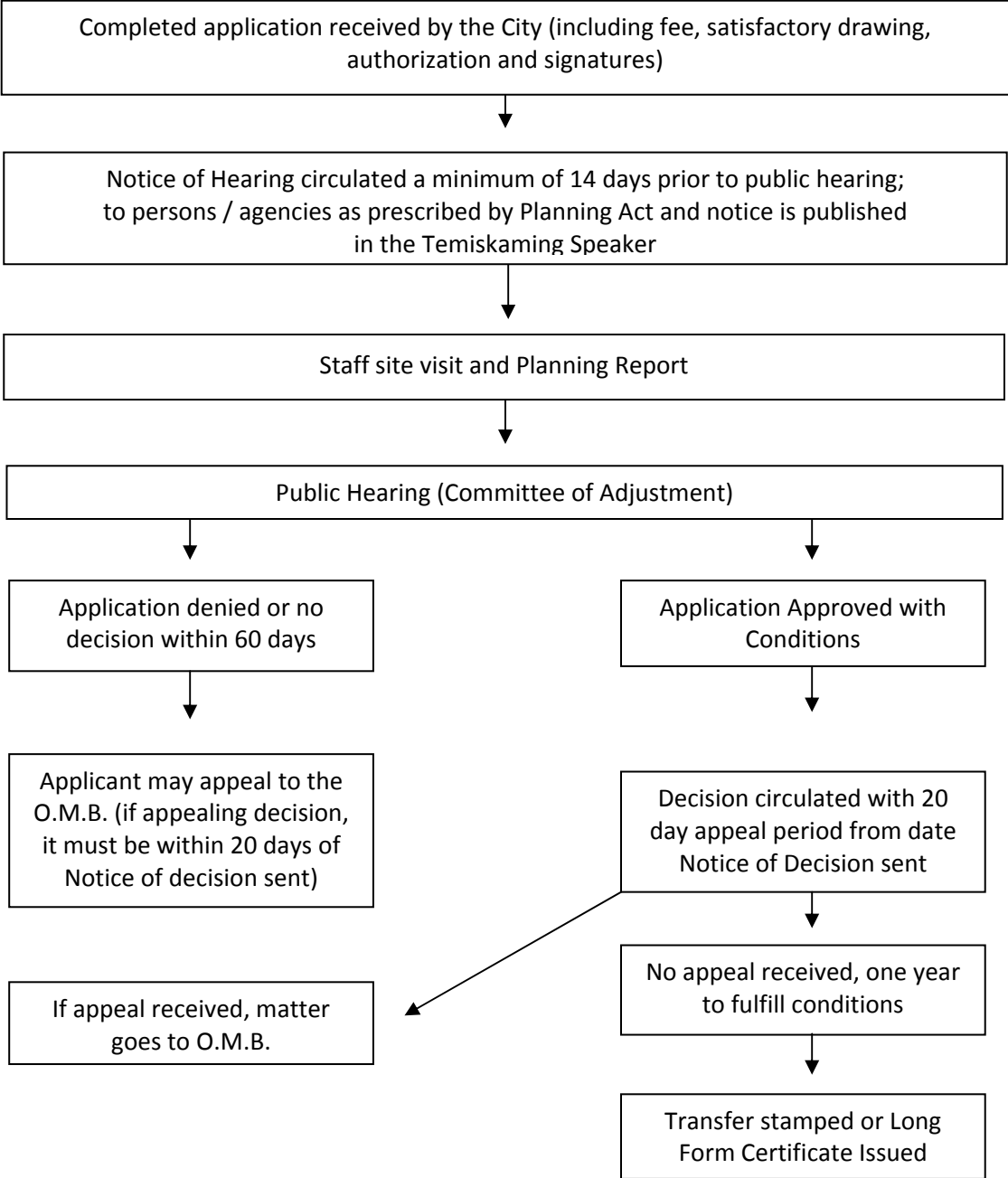


The City of Temiskaming Shores
 P.O. Box 2050, 325 Farr Drive, Haileybury, Ontario P0J 1K0

CONSENT PROCEDURE
Under Section 53 of the Planning Act



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CONSENT QUICK FACTS

Under Section 53 of the Planning Act

Generally speaking where an interest in land is being conveyed to another person, it requires consent approval under the *Planning Act*. These usually take the form of a lot severance (creating one (1) or more new lots), lot addition, right-of-way, or easement. Most commonly, it is the creation of new lots.

Property owners should pre-consult with City staff prior to submitting an application for consent. Once an application for consent has been submitted, it is circulated to certain agencies and neighbours, and a public meeting is held in front of the Committee of Adjustment. At the hearing, all information/evidence is heard and usually a decision is made. Conditions are imposed before the application/consent is granted. Conditions imposed may include the following: obtaining a survey, zoning by-law amendment, cash-in-lieu of parkland, agreements, etc. Once all of the conditions are fulfilled, a deed to register the new lot, right-of-way, and/or lot addition is “stamped” with the City’s consent approval.

Items to be Considered when Reviewing Consent Applications:

1. Compliance with lot size requirements of the Zoning By-law.
2. Setbacks of existing buildings to new lot lines.
3. Access, water supply, sewage disposal system.
4. Size of retained lots in case of lot additions.
5. Terrain constraints.
6. Proposed use of the properties in relation to uses on adjacent properties.
7. Zoning By-law Policies.
8. Official Plan policies.
9. Provincial Policy Statement.

Submission Requirements:

1. Completed application form authorized by landowner (and signed in front of a Commissioner). Application forms are available on the website www.temiskamingshores.ca or at City Hall.
2. Application Fee: \$450.00 plus 5% GST = \$472.50.
3. Severance Plan Showing:
 - Property boundaries.
 - Proposed lots including frontage and area.
 - North arrow and scale (preferably a scale of 1"=50' if there are existing buildings).
 - Location and size of existing buildings, distances to lot lines.
 - Significant terrain features (creek, swamp, steep slope).
 - Uses on adjacent properties (identify barns within 1 km).
 - Proposed access on all lots.

Length of Time for Approval: The process usually takes three (3) to four (4) months.

Submit to:

Secretary-Treasurer, Committee of Adjustment, 325 Farr Drive, Box 2050, Haileybury, Ontario P0J 1K0

It is highly recommended that landowners pre-consult with City staff prior to submitting a Consent Application.