

- Boundaries, dimensions and area of lands to be severed and retained. Outline severed in red, retained in green, lot being added to in blue and private rights-of way in yellow.
- Distance from all existing buildings and structures on subject property to nearest lot line
- Distance between the subject land and nearest landmark (i.e. railway, road intersection, township lot line)
- The approximate location of all natural and artificial features on the subject land and adjacent lands, such as watercourses, drainage ditches, river or stream banks, wetlands and wooded areas
- Location and name of any roads within or abutting the subject lands and indicate if it is an unopened road allowance, public travelled road, private road or right-of-way
- Location and nature of any easement(s) affecting the subject land

NOTES:

Pre-consultation is not pre-approval of an application. The Township of South Algonquin will respond to this inquiry with a Planning Checklist which will identify the policies that would be considered in the review of a formal application. If a formal application is submitted, new information and other policies may also be identified at that time, including those by a commenting agency or the public. The Township of South Algonquin will endeavour to respond to this inquiry within 3 to 4 weeks. The response will be delayed if the information required on this form is not fully completed.

One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the Township of South Algonquin to such persons as the Township of South Algonquin sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.

Return this form and your sketch by fax or mail to the attention of:

**Tracy Cannon
Planning & Building Administrator
7 Third Avenue, P.O. Box 217
Whitney, ON
K0J 2M0
613-637-2650 ext. 203
operations@southalgonquin.ca**

AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE INQUIRY

I/We, _____

(list all registered owners)

am/are the owner(s) of the land that is the subject of this inquiry being made to the Township of South Algonquin and I/we authorize _____ to make this inquiry on my/our behalf. *(agent)*

Owner

Date

Owner

Date

Owner

Date

Owner

Date

Owner

Date

UNDERTAKING AND AGREEMENT- COSTS OF APPLICATION

I/We _____ and _____
Name of Owner(s) *Name of Owner(s)*

Of the Township of South Algonquin in the District of Nipissing hereby acknowledge receiving and reviewing the Township of South Algonquin's Schedule of Fees By-Law related to planning matters. I further understand and agree to be bound by the fees and specifically agree that I shall pay full cost recovery for any planning matters listed in the fee schedule.

In consideration of the Township accepting and processing this application, I understand and agree that the Fee and any associated Deposit submitted with this application covers only the anticipated processing cost (i.e. review by Township Staff, Public Meeting etc.). It is further understood and agreed that any additional costs or requirements, incurred and charged by the Municipality (i.e. Township Planner, Legal or Engineering Fees, O.M.B. hearing costs, Agreements, Special Studies, other Approvals or Applications and any other related matters), will be my/our responsibility to pay and/or reimburse the Municipality for same. Failure to pay all associated costs shall result in refusal of this application and if not paid forthwith after being invoiced, I agree that fees may be added to my municipal tax bill and collected by the Municipality in the same manner such as municipal taxes, or by any other means legally available to the Municipality.

Owner Name (Print)

Signature of Owner(s)

Date

Owner Name (Print)

Signature of Owner(s)

Date

Witness Name (Print)

Signature of Witness

Date