



## **Consent Process**

### **Step 1**

The applicant completes and submits the Pre-Consultation Form to the Township. The purpose of the pre-application consultation is to identify any potential obvious issues with the proposal before a formal application is submitted.

*This should not be considered as pre-approval.*

### **Step 2**

One complete consent application is required for each new lot (including multiple new lots on one property), leases over 21 years, mortgage or charge or partial discharge of mortgage or charge, foreclosure or exercise of power of sale, rights-of-way and easements over 21 years, lot line adjustments/extensions.

In addition to the minimum requirements, any additional information or reports identified in the Official Plan may be required. These may include any archaeology study, hydrogeology evaluation, or planning justification report. To summarize, the following constitutes a complete application:

- a) a complete, signed application form;
- b) a sketch including all of the information described in section 8 of the Township's consent application;
- c) the required fee; and
- d) any additional information or material requirements identified in the Official Plan.

The application processing time limit begins from the date a complete application is received.

**For further information please contact:**

**Tracy Cannon**  
**Municipal Operations Clerk**  
**613-637-2650 ext. 203**  
**tracy.tsa@xplor.net.ca**

## OFFICIAL PLAN SECTION 11: LAND DIVISION

### 11.1 Consents

11.1.1 Land division by consent will continue to be the primary form of development in the Township. This form of development shall generally be permitted to continue provided that it:

- a) does not result in unnecessary expansion of the present level of municipal services;
- b) does not restrict the operation or expansion of aggregate extraction, forestry, or agricultural activities; and
- c) does not result in negative impacts on natural heritage features, such as fish habitat and significant wildlife habitat, in accordance with the policies of Section 10 of this Plan.

11.1.2 If the property subject to a consent application is located partially or completely within a Natural Feature area discussed in Section 10, specific measures may be required to protect the natural feature(s) on, or in the vicinity of, the site.

11.1.3 Given the limited size of the Township's road network and the limited availability of private (i.e., patent or non-Crown) lands on which development may take place, a continuous row of residential development will be permitted on municipal roads provided that such development conforms to the policies of this Plan.

11.1.4 A limited number of new residential lots may be permitted in Rural areas that abut Waterfront Areas. However, these lots shall:

- be developed in a manner that reflects the community character of existing shoreline development;
- be developed in areas within close proximity to locations where public access to waterfront lands is provided; and
- require larger frontages than Waterfront lots.

11.1.5 The creation of new lots must take place with the understanding that new residential uses must coexist with existing activities, particularly those already under way at the time this Plan's adoption.

11.1.6 In accordance with provincial planning policies, the minimum size of all new lots shall be one hectare. Smaller lot sizes may be allowed in the event that a hydrogeological study conducted by a certified professional demonstrates that a smaller lot size will not prevent the proper servicing of the site by private on-site water and sewage disposal systems.

11.1.7 New lots must have frontage:

- on a public road that is maintained year-round; or
- on a private road where suitable access for emergency response vehicles is provided and, if applicable, where evidence of deeded access is provided.

11.1.8 Water access lots shall only be permitted where there is confirmed mainland parking to service the lots.

11.1.9 Where new lots are created adjacent to a provincial highway, the Township may require noise impact studies and/or greater setbacks to mitigate noise impacts.

11.1.10 In all cases, entrances to new lots shall not create a traffic hazard.

## **11.2 Consents in Waterfront Areas**

11.2.1 New residential Waterfront lots shall front on a road maintained throughout the year by the Township. Notwithstanding any other provision in this Plan, only a seasonal residential lot may be permitted on an existing private road with a registered right-of-way.

11.2.2 The Township of South Algonquin has a number of lakes managed for lake trout by the Ministry of Natural Resources. These include:

- Aylen Lake
- Balfour Lake
- Cross Lake
- Galeairy Lake
- Gliskning (Joe) Lake
- Lobster Lake
- Lower Hay Lake
- McCauley Lake
- McKenzie Lake

11.2.3 In the case of lake trout lakes at their biological capacity, lot creation and land use changes which would result in a more intensive use will not be permitted. Consultation with the Ministry of the Environment and Ministry of Natural Resources is recommended to determine if a special case, as spelled out in Section 5.3, exists. This policy applies to lake trout lakes that have already been provincially identified to the Township for public information and use, including:

- Balfour Lake
- Galeairy Lake

- Gliskning (Joe) Lake
- Lobster Lake
- Lower Hay Lake
- McCauley Lake

11.2.4 Any additional lake identified as being at biological capacity either by the Province or during the assessment of a development proposal will also be subject to this policy.

### **11.3 Subdivisions**

11.3.1 Where more than four lots are proposed to be created at once from a single parcel of land existing as of the date of adoption of this Plan, a plan of subdivision or plan of condominium and an amendment to this Plan shall be required.

11.3.2 Applications for subdivision/condominium approval shall contain the following information:

- a) a survey plan with 1.0 metre contour lines;
- b) a report from a qualified consultant describing the suitability of the lands for sewage disposal and the proposed water supply;
- c) a report on the impact of the proposed development on the quality of any adjacent waterbody;
- d) a utilities plan showing the location of hydro, telephone and other services to be brought to the lands;
- e) a plan showing existing and proposed roads and any road improvements; and
- f) a report from a professional planner assessing the proposal in relation to this Official Plan.

11.3.3 The Township shall hold a public meeting in relation to the proposed subdivision or condominium prior to providing comments to the approval authority.

11.3.4 In considering a proposed plan of subdivision/condominium, the Township shall ensure that all costs associated with the development of the land are borne by the developer.

11.3.5 All roads within a plan of subdivision shall be constructed to Township standards for subsidy and shall be dedicated to the Township. Road standards within plans of condominium shall meet the requirements of the fire department and other emergency service providers.

11.3.6 The Township shall ensure that conditions of consent and subdivision approval and agreements provide for the conservation and protection of cultural heritage resources or the mitigation and adverse effects on cultural heritage resources.

*The Official Plan can be viewed at [www.township.southalgonquin.on.ca](http://www.township.southalgonquin.on.ca)*

