



Development Services Department  
60 Snyder's Road West  
Baden, ON N3A 1A1  
519-634-8444  
[planning@wilmot.ca](mailto:planning@wilmot.ca)  
[www.wilmot.ca/planning](http://www.wilmot.ca/planning)

Submission: B- \_\_\_\_\_

Date Received: \_\_\_\_\_

*Under S.53 of the Planning Act*

**APPLICATION FOR CONSENT**

The information in this form is prescribed in Schedule 1 to Ontario Regulation 197/96 made under the Planning Act. This Information must be provided with the appropriate fee(s). If the information and fee(s) are not provided, the Township will return the application or refuse to further consider the application until the information and fee(s) have been provided.

**Completed applications can be submitted and paid for online using the Township's electronic submission form: [www.Wilmot.ca/DevAppSubmission](http://www.Wilmot.ca/DevAppSubmission). Paper copies are not required.**

For assistance with completing the application, submitting online, or to make alternate submission arrangements, please contact the Planning division: [planning@wilmot.ca](mailto:planning@wilmot.ca).

**SUBMISSION REQUIREMENTS:**

- ☐ Signed and completed application form
- ☐ 1 PDF version of a sketch (see Section 9 for sketch requirements).
- ☐ If subject lands are within a Source Protection Area (See Subsection 5.4), Notice of Source Protection Compliance.
- ☐ The required application fee(s) and review fee(s) identified during pre-consultation.
- ☐ Region of Waterloo review fee in the form of a cheque made payable to the Region of Waterloo. For current Regional fees, please visit [www.regionofwaterloo.ca/en/doing-business/applications.aspx](http://www.regionofwaterloo.ca/en/doing-business/applications.aspx).

Grand River Conservation Authority (GRCA) review fees may apply if the subject property is regulated by the GRCA. The GRCA will invoice the applicant/agent directly. For current GRCA fees, please visit [www.grandriver.ca/en/Planning-Development/Planning-Act-review-fees.aspx](http://www.grandriver.ca/en/Planning-Development/Planning-Act-review-fees.aspx).

**1.0 APPLICANT INFORMATION**

1.0 Name of Registered Owner(s): \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone number: \_\_\_\_\_

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

Preferred method of communication: ☐ Regular mail ☐ Email

1.1 Name of Authorized Agent(s): \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone number: \_\_\_\_\_

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

Preferred method of communication: ☐ Regular mail ☐ Email

**2.0 LOCATION OF THE SUBJECT LAND**

2.1 Lot(s): \_\_\_\_\_ Concession: \_\_\_\_\_ Block: \_\_\_\_\_  
Registered Plan Number: \_\_\_\_\_ Lot(s) and/or Block(s): \_\_\_\_\_  
Reference Plan Number: \_\_\_\_\_ Part(s): \_\_\_\_\_  
Municipal Address: \_\_\_\_\_

2.2 Are there any easements or restrictive covenants affecting the subject land? ☐ Yes ☐ No  
If yes, describe the easement or covenant and its effect: \_\_\_\_\_  
\_\_\_\_\_

**3.0 PURPOSE OF THE APPLICATION**

3.1 Type and purpose of proposed transaction (check appropriate box)  
Transfer: ☐ Creation of a new lot ☐ Addition to a lot ☐ An easement ☐ A right-of-way  
Other: ☐ A charge ☐ A lease ☐ A correction of title ☐ Other purpose  
3.2 Please provide an explanation summarizing the purpose of your application:  
\_\_\_\_\_  
\_\_\_\_\_

3.2 Name of person(s), if known, to whom land or interest in land is intended to be transferred, leased or charged:  
\_\_\_\_\_

3.3 Are there any easements or restrictive covenants affecting the subject property? ☐ Yes ☐ No  
If yes, please describe the easement or covenant and its effect: \_\_\_\_\_  
\_\_\_\_\_

3.4 If a lot addition, identify the lands to which the parcel will be added:  
Lot(s): \_\_\_\_\_ Concession: \_\_\_\_\_ Block: \_\_\_\_\_  
Registered Plan Number: \_\_\_\_\_ Lot(s) and/or Block(s): \_\_\_\_\_  
Reference Plan Number: \_\_\_\_\_ Part(s): \_\_\_\_\_  
Street Address: \_\_\_\_\_

**4.0 DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION**

4.1 Information regarding lands to be severed:  
Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_ Area: \_\_\_\_\_  
Existing use(s) of property: \_\_\_\_\_  
Proposed use(s) of property: \_\_\_\_\_  
Existing building(s) or structures(s): \_\_\_\_\_  
Proposed building(s) or structure(s): \_\_\_\_\_  
*Type of access (check where appropriate):*  
☐ Provincial highway ☐ Regional road ☐ Township road ☐ Private road ☐ Right-of-way

Type of water supply proposed (check where appropriate):

- ☐ Publicly owned/operated piped water system
- ☐ Privately owned/operated individual well
- ☐ Privately owned and operated communal well
- ☐ Other means

Type of sewage disposal proposed (check where appropriate):

- ☐ Publicly owned/operated sanitary sewer
- ☐ Privately owned/operated individual septic
- ☐ Privately owned/operated communal septic
- ☐ Other means

4.2 Information regarding lands to be retained:

Frontage:\_\_\_\_\_ Depth:\_\_\_\_\_ Area:\_\_\_\_\_

Existing use(s) of property:\_\_\_\_\_

Proposed use(s) of property:\_\_\_\_\_

Existing building(s) or structures(s):\_\_\_\_\_

Proposed building(s) or structure(s):\_\_\_\_\_

Type of access (check where appropriate):

- ☐ Provincial highway
- ☐ Regional road
- ☐ Township road
- ☐ Private road
- ☐ Right-of-way

Type of water supply proposed (check where appropriate):

- ☐ Publicly owned/operated piped water system
- ☐ Privately owned/operated individual well
- ☐ Privately owned and operated communal well
- ☐ Other means

Type of sewage disposal proposed (check where appropriate):

- ☐ Publicly owned/operated sanitary sewer
- ☐ Privately owned/operated individual septic
- ☐ Privately owned/operated communal septic
- ☐ Other means

5.0 LAND USE

5.1 Township Official Plan designation of the subject land and a brief explanation how the application conforms with the Township Official Plan:

5.2 Regional Official Plan designation of the subject land and a brief explanation how the application conforms with the Regional Official Plan:

5.3 An explanation of how the application is consistent with policy statements issued under subsection 3(1) of the Planning Act (i.e. Provincial Policy Statement):

5.4 Is the subject land within an area of land designated under any provincial plan or plans (ie. Growth Plan for the Greater Golden Horseshoe)? ☐ Yes ☐ No

If yes, an explanation of how the application conforms or does not conflict with the provincial plan or plans:

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5.5 Zoning of the subject land: 

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**6.0 APPLICATION HISTORY**

6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act? ☐ Yes ☐ No ☐ Uncertain

If yes, and if known, provide the application file number and the decision made on the application:

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6.2 Has any land been severed from the parcel originally acquired by the owner of the subject land?

☐ Yes ☐ No ☐ Uncertain

If yes, and if known, provide the date of the transfer, the name of the transferee and the uses of the severed land:

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6.3 Is the subject land currently the subject of another application under the Planning Act, such as an amendment to the official plan or zoning by-law, a Minister’s zoning order, a minor variance application or an application for an approval of a plan of subdivision or consent? ☐ Yes ☐ No ☐ Uncertain

If yes, and if known, provide the application file number and status of the application:

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**7.0 OTHER INFORMATION**

7.1 Is there any other information that you think may be useful to the Township, Region or other agencies in reviewing this application? If so, explain below or attach on a separate page.

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**8.0 ENVIRONMENTAL SCREENING QUESTIONNAIRE** (collected on behalf of the Region of Waterloo)

8.1 Was the subject property ever used for industrial purposes? ☐ Yes ☐ No ☐ Uncertain

If yes, please describe approximate dates and types of industry:

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8.2 Was the subject property ever used for commercial purposes where there is potential for site contamination (i.e., automotive repair, gas station, dry cleaning operation, chemical warehousing etc.)? ☐ Yes ☐ No ☐ Uncertain

If yes, please describe approximate dates and types of commercial activity:

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8.3 Has waste (garbage, solid wastes, liquid wastes) ever been placed on this property?  
☐ Yes ☐ No ☐ Uncertain

If yes, please describe approximate dates and description of waste materials:

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8.4 Have hazardous materials ever been stored or generated on the property (e.g. has HWIN registration or other permits been required?)  
☐ Yes ☐ No ☐ Uncertain

If yes, please summarize details:

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8.5 Is there reason to believe that this property may be potentially contaminated based on historical use of this or an abutting property?  
☐ Yes ☐ No ☐ Uncertain

If yes, please describe the nature of the suspected contamination:

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8.6 Has the subject property or adjacent property ever been used as an agricultural operation where cyanide products may have been used as pesticides?  
☐ Yes ☐ No ☐ Uncertain

8.7 Are there or were there ever any above ground or underground storage tanks for fuels or chemicals on the property?  
☐ Yes ☐ No ☐ Uncertain

If yes, please summarize details:

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8.8 Does the property have or ever had a water supply well, monitoring well, geothermal well?  
☐ Yes ☐ No ☐ Uncertain

If yes, please provide details:

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8.9 Does this property use or has it ever used a septic system?  
☐ Yes ☐ No ☐ Uncertain

8.10 Have any environmental documents been prepared or issued for this property, including but not limited to a Phase I and II environmental site assessment, risk assessment, Record of Site Condition or Certificate of Property Use?  
☐ Yes ☐ No ☐ Uncertain

8.11 Will lands be dedicated to the Region as part of this application (including road allowances, daylight triangles)?  
☐ Yes ☐ No ☐ Uncertain

8.12 Are the lands located within a Source Protection Area?  
☐ Yes ☐ No

If yes, please provide a copy of the Notice of Source Protection Plan Compliance (Section 59 Notice) obtained from the Regional Municipality of Waterloo. For more information, visit the Region’s interactive tool at [taps.regionofwaterloo.ca](https://regionofwaterloo.ca) or email [rmo@regionofwaterloo.ca](mailto:rmo@regionofwaterloo.ca).

## 9.0 SKETCH

The application shall be accompanied by a sketch showing the following:

- the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
- the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge;
- the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained;
- the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
  - are located on the subject land and on land that is adjacent to it, and
  - in the applicant's opinion, may affect the application;
- the current uses of land that is adjacent to the subject land (for example, residential, agricultural or commercial);
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;
- the location and nature of any easement affecting the subject land.

10.0 ACKNOWLEDGEMENT, AUTHORIZATION, AND AFFIDAVIT

10.1 Acknowledgement

I/We understand that receipt of this application by the Township of Wilmot does not guarantee it to be a complete application. Further review of this application will be undertaken and I/we may be contacted to provide additional information and/or resolve any discrepancies or issues with the application submitted.

Once the application is deemed to be fully complete, the application fee will be deposited, the application will be circulated for agency comments, a notice of hearing will be mailed to neighbouring property owners within 60 metres of the subject property, and a notice of development application sign will be posted in front of the subject property.

Submission of this application constitutes consent for authorized municipal staff to enter upon the subject property during regular business hours for the purposes of conducting site visits, including photographs, which are necessary for the evaluation of this application.

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

10.2 Authorization

If this application is being made by an agent/solicitor on behalf of the property owner, the following authorization must be completed.

I/We, \_\_\_\_\_, owner of the land that is the subject of this application, hereby authorize \_\_\_\_\_ to make this application and to act on my/our behalf.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

10.3 Affidavit

I/We, \_\_\_\_\_ of the \_\_\_\_\_ in the \_\_\_\_\_ 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 the above Sections is true.

Declared before me

At the \_\_\_\_\_

in the \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Signature of Owner/Agent