



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca

APPLICATION FOR: CONSENT

Instructions

Applications are heard on the third Tuesday of every month (subject to change as necessary). A complete application must be received 60 days prior to the date of the meeting.

Pre-consultation with the Planning Department is required.

Complete all Sections of the application. Include the authorization of the registered property owner(s) if required, see Authorization Page

Applications for Consent must include a complete survey sketch prepared by an Ontario Land Surveyor (OLS) and include all applicable items noted in Section 19 of this application

Submit the completed application, all supporting material and applicable application fee to the Planning Department, Town of Kingsville Municipal Office

Application which are not complete may be returned to the applicant. Administration also reserves the right to request additional information.

Type of application:

- CONSENT (lot creation or lot addition) - (Fee: \$1,150 / ERCA Fee: \$300) TOTAL = \$1,450
- CONSENT (severance of surplus farm dwelling) - (Fee: \$2,300 / ERCA Fee: \$400) TOTAL = \$2,700 (includes zoning fee)
Zoning Amendment application must also be completed
- ADDITIONAL LOT - \$300/lot

Contact - Robert Brown, H. Ba. MCIP, RPP - Manager, Planning Services

ext 250 - rbrown@kingsville.ca

If you would prefer to complete the application offline please click here for a [printable copy](#)

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Consent Application No: (office use only)

PART A - APPLICATION DETAILS

1. Date of pre-consultation with Town: *

2. Date application received by Town:

3: Date application deemed complete by Town:

4: Name of registered owner(s) * 

Best Contact Number: *

Alternative Contact Number: *

Full Mailing Address: *

E-Mail Address: *

Name of Solicitor, Authorized Agent or Applicant (if applicable):

Best Contact Number: *

Full Mailing Address: *

Please specify to whom all communications are to be sent:

5. Location and legal description as it appears on tax bill or deed: *

6: Are you aware of any registered, non-registered easements or restrictive covenants on the property(s) in question? *

Yes

No

If Yes, Please provide details:

7. Size of the subject parcel (metric):

Frontage: *

Depth: *

Area: *

Irregular Shaped:

Yes

No

Dimensions shown on attached sketch:

Yes

No

8. Current Official Plan designation of subject land:

9. Current Zoning of subject land:

10. Date the subject land was acquired by current registered owner: *

11. Have there ever been any previous severances of land from this holding?

Yes

No

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12. Has the subject parcel ever been the subject of an application for approval of a plan of subdivision?

- Yes No

If yes, please indicate the file number and the decision:

13. Please indicate whether the property is the subject of an application for one of the following:

- Official Plan Amendment Zoning By-law Amendment
 Minor Variance Site Plan Approval or Amendment

If known, indicate the file number and the status of the foregoing application (s):

14. Type and/or purpose of proposed consent:

- Lot Creation (please indicated number of new lots):
_____ New Farm Lot
- Surplus Farm Dwelling Lot Addition
- Easement/Right-of-way Partial Discharge of Mortgage
- Boundary Adjustment/Correction Other (Please Specify): _____

15. Description and use of land to be severed (metric):

Frontage: *

Depth: *

Area: *

Existing Use: *

Proposed Use: *

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Number and Use of buildings and structures on the land to be severed: *

Is there an existing access on the severed parcel? (access must be located within the frontage of the proposed parcel)

Yes

No

The access to the severed parcel is from one of the following:

Municipal Road

County Road

Provincial Highway

Private Road

Water

Is there an existing municipal water service connection on the severed parcel?

Yes

No

Is there an existing sanitary sewer connection on the severed parcel?

Yes

No

Is there an existing private septic system on the severed parcel?

Yes

No

16. Description and use of land to be retained (metric):

Frontage: *

Depth: *

Area: *

Existing Use: *

Proposed Use: *

Number and Use of buildings and structures on the land to be retained: *

Is there an existing access on the retained parcel? (access must be located within the frontage of the proposed parcel)

- Yes No

The access to the retained parcel is from one of the following:

- Municipal Road County Road Provincial Highway Private Road
 Water

Is there an existing municipal water service connection on the retained parcel?

- Yes No

Is there an existing sanitary sewer connection on the retained parcel?

- Yes No

Is there an existing private septic system on the retained parcel?

- Yes No

17. Is an application for additional consents being submitted simultaneously with this application?

- Yes No

18. Is an application for a minor variance under Section 45 of the Planning Act, RSO, 1990, as amended, required as a result of the consent?

- Yes No

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19. The required survey sketch prepared by an Ontario Land Surveyor (OLS) must including the following:

- Lot dimensions including area;
- The setback of all buildings and structures located within 30 m of the proposed lot line including those on the retained parcel;
- Any existing or proposed easements, rights-of-way and all access driveways on the severed and retained parcel;
- The location and distance from any natural features within 120 m of the proposed severed lands including rivers, creeks, open and closed municipal drains, natural watercourses, wooded areas and wetlands;
- The location of water wells, septic systems, municipal service connections & hydro service;
- The existing or proposed drainage outlet(s) for the severed parcel(s);
- The distance from any livestock operations within 500 m of the severed parcel and dwelling on the severed parcel;

PART B - AGRICULTURAL LAND DIVISION (Subject to Section 7.3.1 of the Kingsville Official Plan)

20. The intent of the proposed consent application is for the creation of:

- a) A new farm lot where both the severed and retained parcels are a minimum of 40 hectares each?
- b) Creation of a lot for an agriculture-related use?
- c) A residence surplus to a farming operation as a result of farm consolidation?

If yes to item c) please provide:

i) Date of purchase (farm parcel with dwelling/buildings):

ii) Date of Construction of existing dwelling on farm parcel:

iii) If the proposed dwelling is located within 500 m of a livestock operation you must provide the type and quantity of livestock, size of livestock barn(s) and type of manure storage.

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21. Please provide a list of your other farm holdings including address, lot & concession, year purchased, lot size, dwelling(if applicable) and condition of dwelling.

22. Please indicate the address & lot & concession number of the farm parcel which is considered the base of operations.

Part C - Authorization

To: Clerk/Planner, Town of Kingsville

I/WE, the undersigned, being the registered owner(s) of the above lands hereby authorize the individual noted below to act on my/our behalf regarding the lands which are the subject of this application.

Name of Solicitor or Agent acting on your behalf:

Town/Municipality of the Solicitor or Agent:

Date: _____

Signed: _____

Witness: _____

Date: _____

Signed: _____

Witness: _____

Dated at the _____ of _____ in the _____ of _____
this _____ day of _____, 20____.

Part D - Permission to Enter Property

To: Clerk/Planner, Town of Kingsville

I hereby authorize the Town Planner or his or her delegate or members of the staff of the Corporation of the Town of Kingsville to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and subsequently to conduct any site inspections that may be required as a condition of approval. This is their authority for doing so.

Pertaining to lands described as: (municipal address) *

Date: _____

Signed: _____

Witness: _____

Date: _____

Signed: _____

Witness: _____

Note: Personal information on this form is collected under the authority of the Planning Act, RSO. 1990, Section 51 and will be used for contacting the applicant(s) and for the processing of the application. Questions about this collection should be directed to the Director of Corporate Services, 2021 Division Road North, Kingsville, ON N9Y 2Y9 519-733-2305

DECLARATION (INDIVIDUAL/JOINT OWNERSHIP)

I _____ of the _____ of _____ in
the County/Municipality of _____ solemnly declare that
all the statements contained in this application and any supporting documentation
is true, and I make this solemn declare conscientiously believing it to be true, and
knowing that it is of the same force and effect as if made under oath and by virtue
of the Canada Evidence Act.

Declared before me at the Town
Kingsville, in the County of Essex
this _____ day of _____ 20__.

A Commissioner.etc. (office use only)

Signature of Registered Owner(s), or
Authorized Agent

DECLARATION (OFFICER OF CORPORATION)

I _____ of the _____ of _____ in
the County/Municipality of _____ am the
_____ of the corporation (owner) of the property which is the
subject of this application. I solemnly declare that all the statements contained in
this application and any supporting documentation is true, and I make this solemn
declaration conscientiously believing it to be true, and knowing that it is of the
same force and effect as if made under oath and by virtue of the Canada Evidence
Act.

Declared before me at the Town
Kingsville, in the County of Essex
this _____ day of _____ 20__.

A Commissioner.etc. (office use only)

Signature of Registered Owner(s), or
Authorized Agent

Thank You

Please submit application to Planning Services