

Township of Seguin

CLOSING OF ORIGINAL CONCESSION ROAD ALLOWANCES NON-REFUNDABLE APPLICATION FEE - \$600.00 POLICY AND PROCEDURES

The Township of Seguin maintains that road allowances leading to water bodies should remain in Township ownership to ensure that access to all water bodies is available to the public now and in the future.

The Township will not stop up, close and sell any portion of these allowances **except under certain conditions and subject to the following:**

1. In making their decision, the Township based on Council Site visit must be assured that there is already adequate access provided to the water body.
2. The Township must be assured that the portion of road allowance subject to the closure request would not now or in the future be necessary for road or access purposes nor would it provide a possible continuation or link-up with any other allowance or public road used or which may be used for access.
3. The Township will only consider closure of the entire sixty-six (66') feet. Either thirty three (33') feet to each abutting owner or sixty six (66") to the applicant should one abutting owner not wish to purchase thirty three (33') feet.
4. The Applicant will be responsible for the non-refundable application fee of \$600.00 as well as a retainer in an amount deemed as appropriate by Township Staff for an independent appraisal which will be arranged for by the Township after the retainer for the appraisal fee has been received.
5. Any objections received from the public on a specific closing and deemed valid by Staff will be referred to Council for a decision.
6. Requests will only be accepted from the owner(s) of the abutting property(ies).
7. All costs incurred in regard to the process and any fee charged by the municipality for the land are the responsibility of the Applicant. If the process is not completed for any reason, the applicant is responsible for any costs incurred up to that time.
8. Transfer will, where possible, merge with applicants Title. Applicant may be asked to deem lot not to be within a Plan of Subdivision.
9. The Transfer shall be prepared by a Solicitor.

Form revised Aug. 2009

NOTE:

On the 9th day of January, 2006 Seguin Township Council passed By-Law 2006-001 (being a By-Law to adopt a new Official Plan for the Township of Seguin). The official plan was approved by Ministry of Municipal Affairs and Housing with modifications, on March 27, 2007.

Section E.2.6 Road Closure Policy reads as follows:

“Generally, concession roads and other roads that terminate at lakes and shoreline road allowances that abut Type 1 fish habitat or provide access to adjacent lands should not be sold”.

Township of Seguin

APPLICATION FOR CONCESSION ROAD ALLOWANCE
Non-Refundable Application Fee - \$600.00

PROPERTY ROLL #4903 - - -

- 1. Name of Owner _____
Telephone Number _____
- 2. Address _____
- 3. Name of Agent (if any) _____
Telephone Number _____
- 4. Address _____

NOTE: Unless otherwise requested, all communications will be sent to the agent, if any. If the application is filed by an agent, the owner must provide a letter of authorization.

- 5. Legal description of subject land (registered plan number and lot number or other legal description and, where applicable, street and street number):

- 6. Dimensions of land affected:

- 7. Existing Uses of the subject property:

- 8. Proposed uses of the subject property:

DATED at _____ this _____ day of, _____ 20____.

Signature of Applicant or Authorized Agent

HOW TO GET THERE?	CIVIC ADDRESS:.....
<small>PLEASE PRINT <u>CLEARLY</u> DIRECTIONS FROM TOWNSHIP OFFICE (5 HUMPHREY DR. OFF HWY #141) TO YOUR SITE:</small>	

NOTES:

1. It is required that 1 copy of this Application be filed with the Township of Seguin, together with the sketch referred to in Note 2, accompanied by a non-refundable application fee of \$600.00 in cash or by cheque, made payable to the Township of Seguin.
2. Each copy of this application must be accompanied by a sketch showing the following:
 - i) The boundaries and dimensions of the subject land.
 - ii) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
 - iii) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
 - iv) The current uses on land that is adjacent to the subject land.
 - v) 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 right-of-way.
 - vi) If access to the subject land is by water only, the location of the parking and docking facilities to be used.
 - vii) The location and nature of any easement affecting the subject land.

DECLARATION OF OWNER or AUTHORIZED AGENT

I, _____ of the _____ of _____
 _____ in the _____ of _____
 _____, do solemnly declare that:

All the statements contained in this application are 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.

Dated this _____ day of _____ 20 _____.

 Signature of Applicant or Agent

DECLARATION OF THE OWNER
(this section MUST be completed for the Application to be processed)

I, _____ am the owner of the land that is the subject of this Application and for the purposes of the Freedom of Information and Protection of Privacy Act. I hereby authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this Application.

Questions about this personal information should be directed to the Clerk.

DATE: _____ Signature of Owner _____

NOTE: Once this application is deemed to be complete for processing purposes it is the responsibility of the applicant to ensure all requirements are completed in a timely fashion. In the event the transaction is not completed within 18 months of receipt of a complete application the application will be forwarded to Township Council with recommendation to terminate the application.