

Schedule "C" to By-law No. 2010-060
Formerly Schedule "2" of By-law No.2009-083

Township of Seguin

SHORE ROAD ALLOWANCE CLOSURES

Policy and Procedures

According to the Official Plan, a person may apply to the Township to purchase the shore road allowance immediately abutting their property. The following are the steps which are required by the property owner:

1. Property owner must submit a completed application to the Township of Seguin, to purchase the shore road allowance abutting his/her property. This application must be accompanied by a sketch, clearly indicating the shore allowance which is the subject of this request. Please include the legal description for your property *and the non-refundable Application Fee of \$600.00 for single application and additional \$100.00 non-refundable fee is required per neighbouring applicant should a joint application be submitted. A maximum of four (4) abutting owners applications may be considered at one time.*
2. Applications will be deemed complete by Township Staff and then forwarded to legal Counsel.
3. The process is commenced when all deposits, surveys and other documentation has been supplied to the designated Municipal Solicitor.
4. **Estimated Legal Costs:**

Legal & Processing Fees	\$1,650.00 - \$2,000.00
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5. **Land Value Costs determined as to distance along the chord:**

Property-Large Lakes	
• Lake Joseph,	
• Little Lake Joseph,	
• Lake Rosseau &	
• Georgian Bay	\$90.00/metre
Property-Small Lakes	
• All others	\$60.00/metre

As of March, 2009, the Ministry of Natural Resources has authorized the municipality to sell those parts of road allowance which are covered by water. For pending and future applications, the Township will approve and transfer title to flooded lands, if staff confirm the transfer is appropriate. For past applications where title to the flooded portion of the road allowance was retained by the municipality, an abutting owner may apply to acquire title to the flooded portion, at a purchase price of \$1.00, together with payment of the municipality's application fees and other processing costs.

- 6.. Seguin Township Council adopts the following policy with respect to requests to stop up and sell shore road allowances:

Before a by-law is passed, the applicant shall submit a survey showing the location of all existing structures on the shore road allowance.

The Transfer shall be prepared by a Solicitor.

**** Plus any Taxes, if applicable.**

Township of Seguin

APPLICATION FOR SHORE 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:.....
PLEASE PRINT <u>CLEARLY</u> DIRECTIONS FROM TOWNSHIP OFFICE (5 HUMPHREY DR. OFF HWY #141) TO YOUR SITE:	

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 and an additional \$100.00 non-refundable fee is required per neighbouring applicant should a joint application be submitted, 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.