

# On-Site Sewage System Review Planning Act Proposal



It is very important to consult with the planning approval authority at the beginning of the planning process before submitting an application. In many municipalities, pre-consultation is a requirement. Pre-consultation will ensure you are aware of what information and supporting materials may be required, and what provincial and local interests may need to be addressed as part of your application. Providing complete information when you submit an application will help ensure timely consideration.

The required information in this application will allow the municipality to review your planning proposal in accordance with Part 8 of the Ontario Building Code (OBC), municipal zoning by-laws, and other applicable legislation. It is the responsibility of the applicant to include all relevant information and documentation necessary to demonstrate compliance with these requirements.

The municipality will review submissions and may consult with other agencies or departments, as needed, to ensure that all necessary information is available to support decision-making.

The municipality may conduct site inspections and provide comments on proposed lots, particularly where development constraints exist. Unless otherwise specified, on-site sewage system comments are based on the ability of a proposed lot to accommodate development (including a single-family dwelling, a well, and sufficient space for both an initial and a replacement Class 4 on-site sewage system) in accordance with the Ontario Building Code minimum requirements for a typical three-bedroom dwelling.

Evaluations are based on standard design assumptions, including system sizing and required clearances. Retained lands may also be reviewed to ensure that minimum setback requirements from proposed lot lines are maintained in accordance with applicable regulations.

The applicant must clearly identify and mark (flag) lot lines on-site so that municipal staff can accurately assess the property and proposed development.

A fee, as outlined in the municipal fee schedule, must be submitted with the application.

<p>Planning Comments Desktop Review All lots (severed and retained) greater than 4 ha (10 acres) in size with no constraints.</p>	<p>\$150.00 for application (one retained &amp; one severed lot). \$50.00 for each additional lot.</p>
<p>Planning Site Inspection and Comments</p>	<p>\$200.00 for application (one retained &amp; one severed lot). \$75.00 for each additional lot.</p>
<p>Subdivision/Plan of Condominium (Part 8, OBC)</p>	<p>\$1,000.00 10 lots max</p>

# ON-SITE SEWAGE SYSTEM REVIEW PLANNING ACT PROPOSAL



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

Application # \_\_\_\_\_

## 1.0 PLANNING APPROVAL AUTHORITY CONSULTATION

**1.1 Have you consulted with the Southeast Parry Sound District Planning Board prior to submitting this application to the Building Department?**

Yes       No       N/A

If yes, and if known, indicate the Southeast Parry Sound District Planning Board file number.

**1.2 Has your planning proposal been approved by the planning authority?**

Yes       No

If yes, please attach the conditions of approval.

## 2.0 APPLICANT INFORMATION

**2.1 Name of owner(s)**

Mailing address/municipality

Postal code

Home telephone no.

Business telephone no.

Email address

**2.2 Agent/Applicant** Name of person who is to be contacted about this application, if different than the owner.

Mailing address/municipality

Postal code

Business telephone no.

Email address

## 3.0 LOCATION OF SUBJECT LAND

District

Municipality

Property address

Con.

Lot

Sub-lot

Plan

Parcel

Assessment roll no.

PIN no.

<b>4.0 PURPOSE OF THE APPLICATION</b>
<b>4.1 Type and purpose of the proposed application</b>  Transfers: <input type="checkbox"/> New lot(s)      Lot addition <input type="checkbox"/> Easement or Right-of-way <input type="checkbox"/> Other: _____
<b>4.2 If a lot addition, identify the lands to which the parcel will be added.</b>     

6.0 DESCRIPTION OF SUBJECT LAND (attach a separate sheet if necessary)					
		Severed Lot #1	Severed Lot #2	Severed Lot #3	Retained
<b>6.1 Description</b>	Frontage(m)				
	Depth (m)				
	Area (ha)				
<b>6.2 Use of property</b>	Existing use(s)				
	Proposed use(s)				
<b>6.3 Buildings or Structures</b>	Existing				
	Proposed				
<b>6.4 Water Supply</b>	Privately owned and operated individual well				
	Lake or other waterbody				
	Other means				
<b>6.5 Private On-site Sewage System</b>	Details of existing on-site sewage system(s)  (Class, size, age, permit number)				
<b>6.6 Lakeshore Road Allowance</b>	<input type="checkbox"/> owned <input type="checkbox"/> not owned <input type="checkbox"/> not applicable				

**7.0 LAND USE**

7.1 What is the existing Official Plan designation(s) of the subject land?

7.2 What is the existing zoning?

7.2.1 Is your proposal on a waterbody? Lake/River (Circle one if applicable)  Yes  No  
If yes, name of waterbody:

7.2.2 Is the waterbody at development capacity for the creation of new lots?  Yes  No

7.2.2.1 Is a 300m setback required for the on-site sewage system for the proposed severed lots?  
 Yes  No

7.2.2.2 Has a study been undertaken and approved to allow an encroachment within 300m of the waterbody?  Yes  No

If yes, please attach the study and planning board/municipal approval.

7.3 Is there a Site Plan Agreement with the Municipality regarding the placement of an on-site sewage system?

Yes  No If yes, please attach the agreement and requirements.

**8.0 SKETCH (IMPORTANT)**

All plans and/or site maps must be completed **IN INK**. Plans and site maps must not be drawn on paper exceeding 11"x 17" in size. They must be **LEGIBLE** and contain **ALL** information as listed below.

1. Applicants name, property address (civic);
2. The boundaries and dimensions of the subject land; the part(s) that is to be severed and the part that is to be retained;
3. Lot sizes (area), property dimensions, roads, existing/proposed rights-of-way or easements, municipal/utility corridors, and all owned or un-owned lakeshore road allowances;
4. The existing uses on adjacent lands, including the location of: wells, structures, and sewage systems ;
5. The location and size of all existing on-site sewage system components (tanks, pump chambers, alarms, distribution bed if applicable);
6. The distances of on-site sewage system components to: structures; property lines, easements, rights-of-way, driveways, structures, wells, lakes, streams, wetlands (if applicable);
7. Show the direction of water flow (surface);
8. Show the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells, septic tanks, steep slopes, and narrow waterbodies; and
9. Indicate the direction of North on the site plan.

**9.0 OTHER INFORMATION**

Is there any information that you think may be useful to the inspector reviewing this application? If so explain below or attach a separate page.

**10.0 DECLARATION OF APPLICANT**

I \_\_\_\_\_ understand that it is my responsibility to ensure  
(print name)  
that the information provided is true and accurate and that the Township of Armour will not be held responsible for  
incorrect information provided to it by an applicant.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of applicant

**11.0 AUTHORIZATION**

**11.1** If the applicant is not the owner of the land that is subject to this application, the written authorization of the owner, that the applicant is authorized to make the application, must be included with this form or the authorization set out below must be completed.

**AUTHORIZATION OF OWNER FOR AGENT TO MAKE THIS APPLICATION**

I \_\_\_\_\_ am the owner of the land that is the subject of  
this application and I authorize \_\_\_\_\_ to make this application on my behalf.

\_\_\_\_\_ Date

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

**11.2** If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner, concerning personal information set out below.

**AUTHORIZATION OF OWNER FOR AGENT TO PROVIDE PERSONAL INFORMATION**

I, \_\_\_\_\_, am the owner of the land that is the subject of this application and for the purpose of the Freedom of Information and Protection of Privacy Act,

I authorize \_\_\_\_\_ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

\_\_\_\_\_ Date

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

Please submit this application to the appropriate department at The Township of Armour at:

**Township of Armour, Building Department**

**P.O. Box 533, 56 Ontario Street**

**Burk's Falls, ON P0A 1C0**

**Telephone (705) 382-3332**

**amcgee@armourtownship.ca**

**www.armourtownship.ca**