



TOWNSHIP OF

**GREATER
MADAWASKA**

19 Parnell Street
P.O. Box 180
Calabogie, ON K0J 1H0
Phone: 613-752-2222
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www.greatermadawaska.com

APPLICATION FOR CLOSURE OF ROAD ALLOWANCE OR SHORELINE ROAD ALLOWANCE

Information to be provided under Section 43 of the *Municipal Act*

FOR OFFICE USE ONLY	
Date Received:	
Date Deemed Complete:	
Assessment Roll Number:	
Application Number:	
Related applications (if any):	

1. CONTACT INFORMATION

1.1 Owner:

Name:	
Address with Postal Code:	
Phone Number:	
Email Address:	

1.2 Agent or Applicant (if applicable):

Name:	
Address with Postal Code:	
Phone Number:	
Email Address:	

Note: if the applicant is not the property Owner, the Owner must appoint the applicant as his/her agent (see Section 7.1).

2. INFORMATION ABOUT SUBJECT LANDS ABUTTING ROAD ALLOWANCE TO BE CLOSED:

Civic Address (if applicable):			
Assessment Roll Number:			
Lot:		Concession:	
Geographic Township:			

Plan Number <i>(if any)</i> :	
Existing Use:	
Lake/River (if applicable):	

3. Is there access to the property other than the road allowance?

Yes No

If so, please describe:

4. Does the road allowance provide access to other properties?

Yes No

If yes, please describe:

5. Please describe the nature of and reason for the road closing request:

6. Is the subject property currently the subject of any other application, such as a plan of subdivision or severance?

Yes No

If YES, please provide details of other applications (e.g. Severance, zoning amendment, minor variance, official plan amendment, and relevant file numbers(s))

7. AUTHORIZATIONS

7.1 AUTHORIZATION FOR AGENT OR APPLICANT *(if applicable)*

I/we, _____ being the registered owner(s) of the subject lands, hereby authorize _____ to prepare and submit this application for road closing on my/our behalf, and for the purpose of the *Municipal Freedom of Information and Protection of Privacy Act*, to provide any of my personal information that will be included in this application or collected during the processing of this application to the Township of Greater Madawaska.

Signature(s) of Owner(s)

Date

7.2 CONSENT OF OWNER(S)

I/we consent to the use by or the disclosure to any person or public body any personal information that is collected under the authority of the *Planning Act* for the purposes of processing this application. I/we also agree to allow the Township of Greater Madawaska, its employees and agents to enter upon the subject property for the purposes of conducting surveys, inspections and tests that may be necessary for the processing of this application.

Signature(s) of Owner(s)

Date

7.3 PAYMENT OF FEES

I/we, as part of this application, hereby agree to pay for and bear the entire cost and expense for any external consulting fees and expenses (e.g. Legal, engineering, etc.) incurred by the Township of Greater Madawaska as required during the processing of this application, in addition to all applicable application fees as set out by the Township. I/we further acknowledge and agree that, in the event of an appeal to the Ontario Land Tribunal (OLT), I/we will be responsible to reimburse the Township for any municipal costs and disbursements for legal counsel and/or external consultants, for preparation

and attendance at an OLT hearing, where the Township is requested to defend the decision of Council. I/we acknowledge and agree to pay the Township a cash security deposit upon notice of an appeal of the application to the OLT by a third party.

Signature(s) of Owner(s)

Date

8. AFFIDAVIT

The following section must be completed by the Owner(s) or authorized agent/applicant in front of a Commissioner of Oaths prior to the submission of the application package, or at the Township office:

I, _____, of the

In the _____, do solemnly declare that all of the above statements contained in this application are true, and further I make this solemn declaration conscientiously, believing it to be true and knowing that this is the same force and effect as if it were made under oath.

Declared before me at the _____ this ____ day of _____, 20____.

Owner/agent signature

A Commissioner of Oaths

APPENDIX 1: SUBMISSION REQUIREMENTS

All applications to the Township to close a road allowance or a shoreline road allowance must be accompanied by the following:

1. Sketch of the property
2. Reference plan (survey) of the road allowance
3. Copy of the deed/transfer for the lands abutting the road allowance

APPENDIX 2: SUPPLEMENTARY INFORMATION

Restrictions:

Please be advised that the following Shoreline Road Allowances or other Road Allowances shall not be closed:

- a) Those portions of a Shoreline Road Allowance and/or Road Allowance which Council determines have historic, cultural, or recreational value;
- b) All portions of a Shoreline Road Allowance or other Road Allowances that contain, abut, or provide access to important fish spawning areas, wildlife habitat, or other environmentally sensitive features;
- c) All Shoreline Road Allowances or other Road Allowances which are in the opinion of Council required for public waterfront recreational purposes, public access, emergency access, public travel, or other municipal purposes, unless at the discretion of Council, alternative public access is provided by the Applicant or is available nearby on the same body of water; and
- d) Shoreline Road Allowance or other Road Allowances in areas where community development is likely to occur.

Pre-consultation:

While pre-consultation with Township staff is not mandatory, it is strongly encouraged prior to submitting an application in order to clarify any submission requirements and discuss any potential issues that may arise. Please contact the Planning Department to arrange for a pre-consultation meeting at 613-752-2222 or at development@greatermadawaska.com

Fees

The Township will require payment of an application fee as well as a deposit, as set out in the Township's Fees and Charges By-law. The deposit will be used for such things as peer review fees by independent professional consultants such as engineers, environmental consultants, hydrogeologists, etc. as required for the processing and approval of the application. In addition, the deposit will be used for legal fees associated with the processing of this application and the preparation and registration of any agreements, including a title search if required.

NOTE: All written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the local Municipality to such persons as the local Municipality sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.