

County of Peterborough Land Division

470 Water Street, Peterborough, Ontario K9H 3M3

email: ahamilton@ptbocounty.ca

T-705-743-3718 or 800-710-9586, Ext. 2406 Fax: 705-876-1730



Application for Validation of Title/Cancellation

NOTE:

- All questions on this application **must** be answered or the application will be returned.
- Please type or use black ink for reproduction purposes
- The application fee for a Cancellation Certificate is **\$1150.00** and must be paid at the time the application is submitted

Office Use:

File No. V/C-

Date Received:

To be Completed by Applicant

1. Owner Information

Name(s): _____ Address: _____

City/Province: _____ Postal Code: _____

Phone: (H) _____ (B) _____ Fax or E-mail: _____

Do you wish to receive all communications? Yes No

2. Authorized Agent/Solicitor's Information

Name(s): _____ Address: _

City/Province: _____ Postal Code: _

Phone: (H) ____ (B) _____ Fax or E-mail: _____

Do you wish to receive all communications? Yes No

3. Property Ownership

In whose name is the property registered? _____

When was the property purchased? _____

When was the property severed? _____

4. Location of Subject Land

Ward: _____ Township: _____ Lot: _____ Concession: _____

Municipal (911) Address: _____ Tax Roll #: _____

Registered Plan #: _____ Block/Lot: _____

If you require this information in an accessible format, please contact Ann Hamilton at ahamilton@ptbocounty.ca 705-743-0380 extension 2406

5. Description of Subject Land (provide both metric & imperial measurements)	
Frontage (metres): _____ Depth (metres): _____ Area (m ² or hectares): _____	
Frontage (feet): _____ Depth (feet): _____ Area (ft ² or acres): _____	
Existing Use: (i.e. residential, commercial, recreational) _____ Existing Buildings & Structures: _____	Proposed Use: (i.e. residential, commercial, recreational) _____ Proposed Buildings & Structures: _____
Type of Access: <input type="checkbox"/> Municipal maintained road <input type="checkbox"/> County Road <input type="checkbox"/> Provincial Highway <input type="checkbox"/> Seasonally maintained municipal road <input type="checkbox"/> Private road or right-of-way <input type="checkbox"/> Water <input type="checkbox"/> Other _____	
Water Supply: <input type="checkbox"/> Publicly owned/operated piped water system <input type="checkbox"/> Privately owned/operated individual well <input type="checkbox"/> Privately owned/operated communal well <input type="checkbox"/> Lake or other water body <input type="checkbox"/> Other _____	Sewage Disposal: <input type="checkbox"/> Publicly owned/operated sanitary sewage system <input type="checkbox"/> Privately owned/operated individual septic tank <input type="checkbox"/> Privately owned/operated communal septic tank <input type="checkbox"/> Privy <input type="checkbox"/> Other _____
If a septic system exists on the subject property, when was it installed and inspected? _____	
Planning Information	
Has the owner severed any land from this holding? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate previous conveyances on the required plan and supply the following What is the current Official Plan designation of the property? _____ What is the property currently Zoned? _____ Why is the Applicant seeking to merge this parcel with abutting lands? _____ _____	

6. Restrictions Of Subject Land	
Are there any <u>existing restrictions</u> affecting the land holding (i.e. covenants, rights-of-way, easements etc.) or any <u>proposed reservations of interest</u> that will affect the subject land?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, describe the restriction and its effect (details of all such existing restrictions and proposed reservations must also be shown on the plan): _____	
Did the previous owner retain any interest in the subject land? Validation application	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have any interest in any abutting parcels of land?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, describe the interest (details must be shown on the plan): _____	

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7. Description Lands being Added to (provide both metric & imperial measurements) to be used for Cancellation Certificate

Frontage (metres): _____ Depth (metres): _____ Area (m² or hectares): _____

Frontage (feet): _____ Depth (feet): _____ Area (ft² or acres): _____

Existing Use: (i.e. residential, commercial, recreational)

Proposed Use: (i.e. residential, commercial, recreational)

Existing Buildings & Structures:

Proposed Buildings & Structures:

Type of Access:

Municipal maintained road

County Road

Provincial Highway

Seasonally maintained municipal road

Private road or right-of-way

Water

Other _

Water Supply:

Publicly owned/operated piped water system

Privately owned/operated individual well

Privately owned/operated communal well

Lake or other water body

Other _____

Sewage Disposal:

Publicly owned/operated sanitary sewage system

Privately owned/operated individual septic tank

Privately owned/operated communal septic tank

Privy

Other _____

If a septic system exists on the subject property, when was it installed and inspected? _____

Planning Information

Has the owner severed any land from this holding?

Yes No

If yes, indicate previous conveyances on the required plan and supply the following

What is the current Official Plan designation of the property? _____

What is the property currently Zoned? _____

8. Driving Directions

Please describe in detail driving directions to the subject property: _____

Please attach title documentation for both parcels being to be merged that shows the previous B# for past consent certificates (to be used for Cancellation Certificate applications)

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Signatures Page

If the applicant is not the owner of the subject land, a separate written authorization from the owner that the applicant is authorized to act as agent and make the application on his/her behalf is required (original please).

If the applicant is a Corporation acting without agent or solicitor, the application must be signed by an Officer of the Corporation with a declaration indicating that the said Officer has the authority to bind the Corporation and the Corporation's Seal (if any) must be affixed.

SIGNATURE(S)

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

City, Township, etc.

name of City

month

Signature of owner(s) or authorized solicitor/agent

Signature of owner(s) or authorized solicitor/agent

Declaration

This section must be signed before a Commissioner for Taking Affidavits or a designated Official of the Municipality (i.e. Reeve, Clerk, Secretary-Treasurer of the Land Division Committee, lawyer, etc.)

I/we, _____ of the Township, City, etc. of _____, in the County/Region/Municipality, etc. of _____, solemnly declare that all the statements contained in this application are true, and I make this solemn declaration as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the _____ City, Township

Owner or authorized Agent

of _____ Name of City, etc.

in the _____ County, Region, etc.

Owner or authorized Agent

of _____

this _____ day of _____, 20_____.

Commissioner, etc. for taking affidavits

Personal information contained on this form is collected under the authority of the Planning Act, R.S.O., 1990, Chapter P. 13, as amended, and will be used for the processing of this Validation Certificate Application and will become part of a public record.

Pursuant to Sec.1.0.1 of the Planning Act, and in accordance with Sec.32(e) of the Municipal Freedom of Information and Protection of Privacy Act the County of Peterborough may make all planning applications and supporting material available to the public in hard copy or electronically. If you have any questions about the collection, use or disclosure of this information by the County of Peterborough, please contact the CAO or Clerk, County of Peterborough, 470 Water Street, Peterborough, Ontario K9H 3M3

An "original" signed copy of the application and sketch must be submitted, together with 1 copy of both the application and sketch, each copy stapled individually with a sketch. All copies of the sketch or survey must clearly outline the subject property and all existing buildings. Copies may be double-sided. Please submit application with a cheque for \$1 150.00 payable to the "County of Peterborough".

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Application Instructions

The County of Peterborough Land Division Office will require this application form to be fully completed, and submitted along with one (1) copy of the application and sketch, to:

Ann Hamilton, Land Division Secretary-Treasurer

County Court House
470 Water Street
Peterborough, ON
K9H 3M3

There shall be attached to the original and each of the 1 copy of the application, a sketch (or survey if available) clearly showing:

- (a) the parcel of land that is the subject of the application (both the previously severed lands and those it is being merged with)
 - its boundaries and dimensions (all measurements must be reasonably accurate);
 - the location of all land previously severed;
 - the approximate location of all natural and artificial features on the subject property (including buildings, wells, septic tanks, entrances, watercourses, swamps/wooded areas, railways, roadways etc.)
 - the location and nature of any easement affecting the subject land
- (b) all properties abutting or adjacent to the subject property, and the current owner and existing use of such lands (e.g. residential, agricultural, cottage, commercial, etc.);
- (c) the location, width and names of all road allowances, rights-of-way, streets or highways within or abutting the property, indicating whether they are public traveled roads, private roads, rights-of-way or unopened road allowances;

To Convert	Multiply By	To Find
Feet	0.3048	Metres
Acres	0.4046	Hectares
Square Feet	0.09	Square Metres

Checklist for Submitting an Application

- Have you completed **all** questions on the application form? (if the answer is "NONE", or "0", or "N/A", please indicate that answer to show the question has been considered)
- If you are acting as an agent for the owner, have you included a separate "authorization" letter (please include original)?
- Have you made 1 copy of the application and sketch.
- Have you included a cheque or money order made out to the "County of Peterborough" for \$1150.00? (please note that this application fee is **non-refundable** once the application has been received)
- Have you included the "original" copy of the application with the signatures and sworn affidavits?

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