



MUNICIPALITY OF DYSART ET AL APPLICATION FOR DEEMING BY-LAW

INFORMATION SHEET

1. **Completion of Application**

The attached application form is to be completed and submitted to the Dysart Planning and Land Information Department. In all cases, please ensure that you keep a copy for your files.

The application cannot be processed if insufficient or inaccurate information is provided. Complete the application and provide as much information as possible. Correct information with respect to all encumbrances to the property is important.

2. **Authorization of Agent**

The application is to be completed by the property owner or his authorized agent. Where the application is being submitted by an agent, the written authorization of the owner is required. Section E of the application form must be completed or a similar statement, signed by the owner(s) of the property, must be attached to the application form.

3. **Application Fee and Planning Services Acknowledgment**

Each application shall be accompanied by the application deposit (cash, debit, online payment or cheque - made payable to the Municipality of Dysart et al) in the amount of \$1250.00, and shall be accompanied by one signed, witnessed and dated copy of the attached "Planning Services Acknowledgment".

Deeming By-Law Application – Administration Fee	\$500.00
Legal Deposit	\$750.00

4. **Plans Required**

Each application shall be accompanied by two (2) copies of a plan showing:

- The boundaries and dimensions of the property.
- The accurate location, size and type of all proposed and existing buildings and structures on the property.
- The distance from side, rear and front lot lines of all existing or proposed buildings.
- The location, width and names of all roads within or abutting the property, indicating whether they are public traveled roads, private roads or rights of way or unopened road allowances. The location and number of parking and loading spaces, ingress, egress and direction of traffic.
- The location of all natural and artificial features on the property (*i.e. railways, wells, septic tanks, drainage ditches, watercourses, slopes, swamps, wooded areas*), the location of any of these features on adjacent lands which may affect the proposal, and any proposed changes to the land, such as grading, blasting, planting or channelization.
- The use of adjoining lands (*i.e. residential, agricultural, commercial, etc.*).
- The location and nature of any restrictive covenant or easement affecting the property.

5. Letter of Consent Required

If there is a mortgage or other encumbrance on the property, a letter of consent is required from the mortgagee.

6. Declaration Required

The contents of this application and any maps/appendices shall be validated by the owner(s) or applicant in the form of a statutory declaration before a Commissioner or other person empowered to take affidavits.

7. Responsibility of Applicant

The filing of this application is considered as an undertaking by the applicant to accept all conditions as herein set forth.

8. Effective Date

The effective date of this application shall be deemed to be that on which it is received with sufficient information.

9. Submission

Mail the application or in-person to: Municipality of Dysart et al
Planning and Land Information Department
OR
135 Maple Ave, P.O. Box 389,
Haliburton, ON, K0M 1S0

E-mail the application to: planning@dysartetal.ca

The Municipality of Dysart et al offers a variety of ways to make payment for planning applications.

- Mail a cheque with the application.
- In-person with cash, cheque or debit card at the Municipal Office (Monday to Friday 8:30 a.m. to 4:30 p.m.)
- On-line with credit card or debit card using Paymentus
<https://ipn.paymentus.com/rotp/DYEA>