



The Corporation of
The Township of Perry

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Application to close and convey Shore Road Allowances

Explanation: Council is prepared to consider applications to close and convey shore road allowances. This application involves a number of legal procedures and expenses. All associated costs with the application is the responsibility of the applicant.

Ratepayer objections: In processing a shore road allowance closing by-law it should be kept in mind that any ratepayer has the opportunity to object to the proposed closing of the shore road allowance and appear before Council and make representation.

Procedures: The following is a general list of procedures in purchasing the shore road allowance which will give the applicant an insight as to the steps, which must be considered:

- 1 Completion and filing of Application by the Applicant.
- 2 Consideration of Application by Council, and if approved
- 3 Applicant to order Surveyor's Reference Plan
 - (a) Draft Reference Plan to be sent to the Municipality for consideration.
 - (b) Send notices; obtain approvals from abutting property owners.
 - (c) If approved, Plan to be registered in Registry Office in Parry Sound.
- 4 Engaging of Municipal Solicitor to:
 - (a) Do subsearches of ownership in Land Registry Office.
 - (b) Obtain clearances from Hydro One, Bell Canada, Public Works Canada, Ministry of Natural Resources and Forestry, and the Ministry of Transportation.
 - (c) Prepare a By-law.
 - (d) Prepare notices for posting and public advertising.
- 5 Council meeting to hear objections.
 - (a) If no objections, passage of by-law.
- 6 Preparation of Deeds
 - (a) Subsearch before registration.
 - (b) Payment of costs.
 - (c) Registration of deeds.
- 7 Closing of File.

Expenses:

While it is not possible to anticipate exactly the expenses involved, the following is submitted as a guideline.

Expenses will vary with the complexity of the shore road allowance closing.

1	Application Fee	\$1,000.00
2	Cost of Shore Road Allowance	\$0.55 per square foot
3	Deposit	\$2,000.00
Legal Fees are the responsibility of the Applicant.		

The applicant must also consider the cost of the preparation of a Reference Plan and registration. Estimates should be obtained from an Ontario Land Surveyor.

Comment:

From the commencement of the application until the registration of the deed could involve a period of nine to twelve months. One of the keys to this is the speed at which the Applicant delivers to the Township the required information. The largest single item is the survey, which cannot be finalized until Council sees and approves the proposed division lines. Council recognizes that a division line requested by one party could interfere with the adjacent neighbour. Approval of the abutting owner as to where the lot lines extend to the water's edge will be requested.

Please note:

Building in the front yard must adhere to building and zoning regulations. Please contact the Township prior to any development in the shoreline area. Prior to issuance of a building permit for structures on the shore road allowance, the abutting property owner shall obtain authorization from Council or purchase the Shore Road Allowance.

Application to close and convey Shore Road Allowances

The undersigned hereby makes application to the Township of Perry for a closing on the unopened shore road allowance in front of the property of the undersigned, the particulars of which are as follows:

1. Name in Full of Applicant (s)

Name _____ Birthdate (DD/MM/YY) _____

Name _____ Birthdate (DD/MM/YY) _____

2. Address(es) of Applicant(s):

3. Telephone No.

Applicant 1:(Residence) _____ (Cell) _____

Applicant 2:(Residence) _____ (Cell) _____

4. Full details of the manner in which the land of the applicant is registered

(forward copy of deed)

5. Roll Number: _____

Street Address: _____

Property Description: _____ (Lot, Concession, Plan)

Include a detailed site sketch showing the boundaries of the shoreline allowance that will be in effect after the conveyance and the boundaries of adjacent property owned by others.

All structure locations must be shown.

Note: This is NOT an Ontario Land Surveyor's Plan at this point, but **MUST** be in sufficient detail to determine what land the application refers to and where the lot lines are proposed to project.

6. Are there any mortgages against your property?

No _____ Yes _____ (forward copy of mortgage)

I/WE ACKNOWLEDGE that I/We have read the explanation associated with the Township of Perry's Application to Close and Convey Road Allowances and submit an application fee in the amount of \$1000.00 for consideration of this application by Council.

I/WE FURTHER AGREE that on approval in principle by the Township, we shall forward to the Township of Perry the deposits requested by the Clerk-Administrator, together with a signed Cost Acknowledgment Agreement, and to pay any balance or outstanding sums owing to the Township prior to the delivery of the deed to me.

I/WE ALSO UNDERTAKE to order a survey and to make sure that the survey is not registered until the proposed division lines have been approved by Township of Perry Council.

Dated at _____ this the ____ day of _____, 20 ____
(day) (month)

Signed: _____

Witness: _____

Please address correspondence to: _____

Personal Solicitor: Name: _____

Address: _____

Phone No. _____

Please submit the following documentation with your application:

_____ A copy of your deed

_____ Include a detailed site sketch of your property

_____ A copy of your mortgage (if applicable) (as referred to in Application Form # 7)

_____ Detailed directions to your property