REPORT SUMMARY

THIS PROPOSAL HAS BEEN PLACED INTO THE EXPEDITED APPROVAL PROCESS
YOUR ATTENDANCE IS NOT REQUIRED BEFORE THE LAND DIVISION COMMITTEE.
PLEASE SIGN and RETURN THE 'AGREEMENT TO CONDITIONS' LETTER IMMEDIATELY

Date of Consideration: **September 11, 2014**

File Number: **B80/14**

Applicant: **Pauline Giles**

Subject Lands: CENTRE WELLINGTON (West Garafraxa) – Pt Lot 12, Concession 7 (Belwood)

Proposal is a request for consent to convey fee simple for a proposed severance 0.7 acres in the TOWNSHIP OF CENTRE WELLINGTON (West Garafraxa) – Pt Lot 12, Concession 7, Belwood Hamlet - existing and proposed urban residential use with existing house and garage; retained lands are 97 acres.

ISSUES: none – conditions will address access

SUMMARY of FILED REPORTS and COMMENTS:

Township of Centre Wellington – in support of application; conforms to Official Plan; Twp. indicated unable to support a severance that provided access to severed lot by easement only – *through discussions* – we have determined we would be able to support proposed provided that gravel driveway is conveyed to the Township of Centre Wellington; Township will ensure that any future development of retained will be able to rely on Twp. owned land for access to Wellington Road 19. Existing access and drainage patterns can be maintained; conditions to be addressed.

County Planning notice cards were posted at time of site visit; information provided from applicant and Township indicates that agreement has been arranged to rezone Part 2 on sketch which will clearly indicate that this parcel is to be used for vehicular and pedestrian access to Part 1 and Part 4 on sketch; subject property designated Hamlet (Belwood); application is consistent with Provincial Policy and generally conforms to Official Plan provided that conditions address a conveyance of Parts 2 and 3 to the Twp of Centre Wellington and that safe access be provided to the site to the satisfaction of the Twp of Centre Wellington

Conservation Authority (GRCA) – no objections

County Engineering – no objections; no entrance condition required

PROPOSED CONDITIONS of APPROVAL

1) THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee a printed copy of the "completed electronic transfer document in preparation".
2) THAT the Solicitor for the Owner give an undertaking in writing to provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee within 30 days of the date of registration in the Land Registry/Land Titles Office for Wellington (No. 61) a copy of the receipted and registered electronic transfer document for Consent B80/14.
3) THAT the Owner, as provided for under Section 69 of the Planning Act, R.S.O. 1990, shall pay to the Treasurer of the County of Wellington the administrative fee which is in effect at the time of the payment of the fee for the review for and issuance of the Certificate of Consent.
4) THAT the transfer for registration with respect to description complies with Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor **shall provide a full print of that deposited reference plan(s)** to the secretary-treasurer of the Planning and Land Division Committee.
5) THAT the Owner satisfy all the requirements of the Township of Centre Wellington, financial and otherwise (included but not limited to Taxes paid in full; copy of Deposited Reference Plan; undertaking to advise Twp when deed is Registered; Tax Assessment Roll Setup Fee paid) which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
6) THAT the Owner enter into a Development Agreement and/or Site Plan Agreement (Lot Grading and Drainage) to the satisfaction of the Township of Centre Wellington and further that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
7) THAT the Owner provides written confirmation from a licensed septic installer that the existing septic system is functioning properly and that the septic system has been pumped to the satisfaction of the Township of Centre Wellington; and further that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
8) THAT there is confirmation of water supply arrangements to the satisfaction of the Township of Centre Wellington; and further that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
9) THAT the Owner receive zoning compliance and classification from the Township of Centre Wellington in a manner deemed acceptable by the Township of Centre Wellington to address frontage on a public road; and that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
10) THAT Part 2 and Part 3 (on severance sketch) be conveyed to the Township of Centre Wellington; and further that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

*****Conditions may be deleted, added to, or changed at meeting*****

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph, ON N1H 3T9

August 28, 2014

NOTICE OF CONSIDERATION IN PUBLIC FORUM

Pursuant to SECTION 53 of the ONTARIO PLANNING ACT and applicable Regulations

with respect to Application for consent,

File B80/14

APPLICANT

Pauline Giles
49 Wellington Rd 19
Belwood ON N0B 1J0

LOCATION OF SUBJECT LANDS:

CENTRE WELLINGTON (West Garafraxa)
Part Lot 12, Concession 7
Hamlet of Belwood

Proposal is to sever an irregular shaped lot 0.7 acres (Part 1 on sketch), existing and proposed urban residential use with existing house and garage.

Retained parcel is 97 acres with 1565.4' frontage, (Part 4 on sketch) existing and proposed agricultural use.

Note: Centre Wellington Township staff have agreed in principle to accept a conveyance of Part 2 on the sketch to address access. (attached email)

AND FURTHER TAKE NOTICE that the Committee has appointed **THURSDAY, September 11, 2014**

for the purpose of considering this **EXPEDITED APPLICATION.**

CONSIDERATION WILL BE HELD IN THE: 3A (Keith Room)
County of Wellington Administration Centre
74 Woolwich Street
Guelph, Ontario N1H 3T9

NOTICE is being sent to you for your information. **THE OWNER, APPLICANT OR AUTHORIZED AGENT, OR AUTHORIZED SOLICITOR IS NOT REQUIRED TO ATTEND**. MAKE SURE THAT THE AGREEMENT LETTER IS SIGNED AND RETURNED TO THE PLANNING AND LAND DIVISION COMMITTEE OFFICE.

Please also be advised that if a person or public body that filed an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

A Copy of the **DECISION** of the Committee will be sent **to the applicant, and to each person or agency who filed with the Secretary-Treasurer a written request for Notice of Decision.**

Additional Information regarding the application is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office, 74 Woolwich St. Guelph ON N1H 3T9

Phone - (519) 837-2600 x2170 Fax – (519) 837-3875

To view comments for this application on our website www.wellington.ca follow these steps:

- ⇨ **Government**
- ⇨ **Council and Standing Committees**
- ⇨ **Land Division Committee**
- ⇨ **choose month & year in drop down menus**
- ⇨ **Choose Land Division Committee in the drop down menu**
- ⇨ **open appropriate agenda**

TO: **Owner – Pauline Giles** **Applicant – John Morris** **Agent – Derek Graham**

RECEIVED
JUL 14 2014

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B80/14

APPLICANT

Pauline Giles
49 Wellington Rd 19
Belwood ON N0B 1J0

LOCATION OF SUBJECT LANDS

CENTRE WELLINGTON (West Garafraxa)
Part Lot 12, Concession 7
Hamlet of Belwood

Proposal is to sever an irregular shaped lot 0.7 acres (Part 1 on sketch), existing and proposed urban residential use with existing house and garage.

Retained parcel is 97 acres with 1565.4' frontage, (Part 4 on sketch) existing and proposed agricultural use.

Note: Centre Wellington Township staff have agreed in principle to accept a conveyance of Part 2 on the sketch to address access. (attached email)

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 2326-000-030-03300

Does this description reasonably describe the parcel holdings? YES(✓) NO( )

If answer is no, please provide new information: _____

Do you consider this proposal to conform to your Official Plan? YES(✓) NO( )

What Section(s) does it conform to or contravene? (Please specify)

_____

_____

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES [ ] NO [✓]

(Please Specify) Requires frontage on a public road.

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES [✓] NO [ ]

(Please Specify) _____

If Necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-Law to permit the proposal to conform? YES(✓) NO( ) N/A( ) or **Minor Variance** YES( ) NO( ) N/A( )

Is proposal on an opened maintained year-round public road YES( ) NO(✓)
If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road ?

Please specify agreement proposed by applicant

Is the Proposed Lot(s) serviced now by Municipal Water YES( ) NO(✓)

Is the Retained Lot serviced now by Municipal Water YES( ) NO(✓)

Is the Proposed Lot(s) serviced now by Municipal Sewers YES( ) NO(✓)

Is the Retained Lot serviced now by Municipal Sewers YES( ) NO(✓)

RECEIVED
AUG 19 2014
SECRETARY TREASURER
WELLINGTON COUNTY
LAND DIVISION COMMITTEE

Is there a **Capital Works Project** underway to service these lots in the near future YES( ) NO(✓)

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

Continued to Page 2

MUNICIPALITY COMMENTING FORM

FILE NO: B80/14

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?
YES [ ] NO [ ]

See attached letter

Is there any further information that may assist the Planning and Land Division Committee?
[A letter may be attached if there is insufficient space to explain]

See attached letter

Is the Municipality in support of this application? **YES(✓) NO( )**

What Conditions, if any, are requested by the Municipality if the Consent is granted?

See attached letter

Does the Municipality request a Notice of the Decision? YES(✓) NO( )

SIGNATURE Brett Salmon

TITLE: MANAGING DIRECTOR OF PLANNING & DEVELOPMENT

ADDRESS: 1 MacDonald Square, Elora ON N0B 1S0

DATE: Aug. 19/14

FILE NO: B 80/14 – Pauline Giles
49 Wellington Road 19, Belwood

Conditions requested if the Consent is granted:

- ☐ That land be dedicated or other requirements met for park or other public recreational purposes.
- ☑ Satisfy all the requirements of the local municipality, financial and otherwise
- ☐ Driveway entrance approval
- ☑ Taxes Paid in Full
- ☐ Service Connections to be confirmed
- ☐ Official Plan Amendment
- ☑ Zoning Compliance
- ☑ Development Agreement and/or Site Plan Agreement (Lot Grading and Drainage)
- ☑ Copy of deposited Reference Plan
- ☑ Undertaking to advise Township when deed is Registered
- ☑ Tax Assessment Roll Setup Fee

Additional Notes:

Please add the following condition for the severed parcel:

Confirmation that the existing septic system is functioning properly and that the septic system has been pumped.

Confirmation of water supply arrangements to the satisfaction of the Township.

Centre Wellington

August 19, 2014

County of Wellington
Planning and Development Department (Land Division)
74 Woolwich Street
Guelph, ON
N1H 3T9

Attn: Deborah Turchet
Secretary-Treasurer

Dear Deborah:

Re: Township Comments, Proposed Severance B80/14 Pauline Giles

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The Township is providing written comments in addition to completing the Municipality Commenting Form for the attached application. The applicant, her agent, and solicitor have been in consultation with Township staff regarding the proposed consent application since 2010.

The subject property is an identified Hamlet in the County of Wellington Official Plan and is a designated Urban Centre in the Township Official Plan. The land use designation is Future Development. The Future Development policies support the creation of one lot by severance. Given that the County has changed the status of Belwood from an Urban Centre to a Hamlet in its Official Plan, we anticipate that a future Township Official Plan review will result in the removal of the Belwood Urban Centre Land Use Plan from the Township OP.

The main point of debate regarding this severance application has been the issue of frontage on a public road. The residence that is proposed to be severed obtains its access from a gravel driveway that provides access to Wellington Road 19, directly across from Queen Street in Belwood. The dwelling at 57 Wellington Road 19 also gains its access by this gravel driveway. The Township's original preference was that the gravel driveway be incorporated into the proposed lot to be severed. However, the applicant's agent pointed out that including the gravel driveway with the proposed severed lot would compromise the future development of the balance of the lands. Since these lands are in the Hamlet, and identified for future development, it would be desirable for the current gravel driveway to remain available to provide access for future development. If the driveway were included with the severed lot, the farmland would require a new access from Wellington Road 19, as would any future development.

Township of Centre Wellington – Planning
1 MacDonald Square, P.O. Box 10, Elora, ON N0B 1S0 - Office: 519-846-9691 Fax: 519-846-2190

www.centrewellington.ca

Centre Wellington

Notwithstanding the foregoing, the County and Township Official Plans both contain policies whereby proposed lots are expected to have direct frontage on an open and maintained public road. The Township indicated that it would be unable to support a severance application that resulted in the gravel driveway providing access to the severed lot by an easement only. Through discussions between Township staff and the applicant's agents, we have determined that we would be able to support the proposed severance provided that the gravel driveway is conveyed to the Township of Centre Wellington. Ownership by the Township will ensure that any future development of the retained land will be able to rely on the Township-owned land for access to Wellington Road 19. Existing access and drainage patterns can be maintained.

The applicant's solicitor has drafted a development agreement to provide for the maintenance of the gravel driveway. This agreement would need to be reviewed by Township staff and its legal advisors in more detail before adoption by Council. In addition, the applicant's agent and Township staff have drafted the form of a zoning amendment that would be needed if the severance approved.

Based on the foregoing, Township staff has no objection to the approval of the proposed severance. In the event that the Committee approves these applications, we request the following conditions:

- Satisfy all requirements of the local municipality, financial and otherwise;
- Taxes paid in full;
- Zoning compliance;
- Conveyance of Part 2 and Part 3 on the severance sketch to the Township of Centre Wellington
- A development agreement to the satisfaction of the Township
- Confirmation of water supply arrangements to the satisfaction of the Township
- Copy of deposited reference plan;

We request notice of the committee's decision.

Yours truly,

Brett Salmon

Brett Salmon, MCIP, RPP
Managing Director of Planning & Development

Township of Centre Wellington – Planning
1 MacDonald Square, P.O. Box 10, Elora, ON N0B 1S0 - Office: 519-846-9691 Fax: 519-846-2190

www.centrewellington.ca

Planning and Development Department | County of Wellington
County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9
T 519.837.2600 | F 519.823.1694

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AUG 20 2014
SECRETARY TREASURER
WELLINGTON COUNTY
LAND DIVISION COMMITTEE

Application	B80/14
Location	Part Lots 9 & 10, Registered Plan 246 TOWNSHIP OF CENTRE WELLINGTON
Applicant/Owner	Pauline Giles

PLANNING OPINION: This application would sever an irregular shaped 0.28 ha (0.7 ac) parcel with existing dwelling and shed in the Hamlet of Belwood. A vacant 39 ha (97 ac) agricultural parcel would be retained.

This application is consistent with Provincial policy and generally conforms to the Official Plan, provided that the following matters are addressed as conditions of approval:

a) That the applicant convey Part 2 and Part 3 on the sketch, to the Township of Centre Wellington to the satisfaction of the local municipality; and,
b) That safe access be provided to the site to the satisfaction of the local municipality.

PLACES TO GROW: The Places to Grow policies place an emphasis on intensification and optimizing the use of existing land supplies. Under section 2.2.2.1 which deals with managing growth it states, "population and employment growth will be accommodated by focusing intensification in intensification areas". Intensification is defined as "the development of a property, site or area at a higher density than currently exists through,.....b) the development of vacant and/or underutilized lots within previously developed areas; or c) infill development".

PROVINCIAL POLICY STATEMENT (PPS): Section 1.1.3 of the Provincial Policy Statement directs growth to occur within settlement areas. The proposed lot creation is located within the Hamlet of Belwood and is consistent with the PPS.

WELLINGTON COUNTY OFFICIAL PLAN: The Subject property is designated HAMLET and is located within the Hamlet area of Belwood. Section 10.6.1 states that "New lots may be created in Hamlets provided that the lands will be appropriately zoned."

Section 10.1.3 were also considered including d) "that all lots will have safe driveway access to an all-seasoned and maintained public road and that access to a local road will be preferred over county and provincial roads, where practical."

With regards to item d) above it is our understanding that the Township has agreed in principle to take ownership of Part 2 on the sketch. Part 2 will become the access to the proposed lot until such time that the road is constructed as a public roadway which will service potential development on the retained lands. To date no time frame has been provided.

LOCAL ZONING BY-LAW: The subject property is currently zoned Agricultural (A). It appears that both the minimum lot area and frontage requirements can be met.

The information provided with the application from the applicant and the Township has indicated that an agreement has been arranged to rezone Part 2 on the sketch which will clearly indicate that this parcel is to be used for vehicular and pedestrian access to Part 1 and Part 4 on the sketch.

SITE VISIT INFORMATION: The subject property was visited and photographed on July 31st 2014. Notice Cards were posted and the survey sketch appears to meet the application requirements.

Jameson Pickard

Jameson Pickard, Junior Planner
August 20th, 2014

400 Clyde Road, P.O. Box 729, Cambridge, ON N1R 5W6
Phone: 519-621-2761 **Toll free:** 866-900-4722 **www.grandriver.ca**

PLAN REVIEW REPORT TO:	County of Wellington, Planning & Land Division Committee Deborah Turchet, Secretary-Treasurer

DATE: August 8, 2014 **YOUR FILE:** B80/14
GRCA FILE: CentWell/2014/Sev

RE: **Application for Consent B80/13**
Part Lot 12, Concession 7 (West Garafraxa)
Hamlet of Belwood
Pauline Giles

GRCA COMMENT:*

The Grand River Conservation Authority (GRCA) does not object to the proposal to sever a 0.7 acre irregular shaped lot for existing and proposed residential use.

BACKGROUND:

1. **Resource Issues:**

   Information currently available at this office indicates that the lands to be retained contain a watercourse, floodplain, and the regulated allowances to these features.

   Information currently available at this office also indicates that the lands to be severed contain no features of interest to the GRCA.

2. **Legislative/Policy Requirements and Implications:**

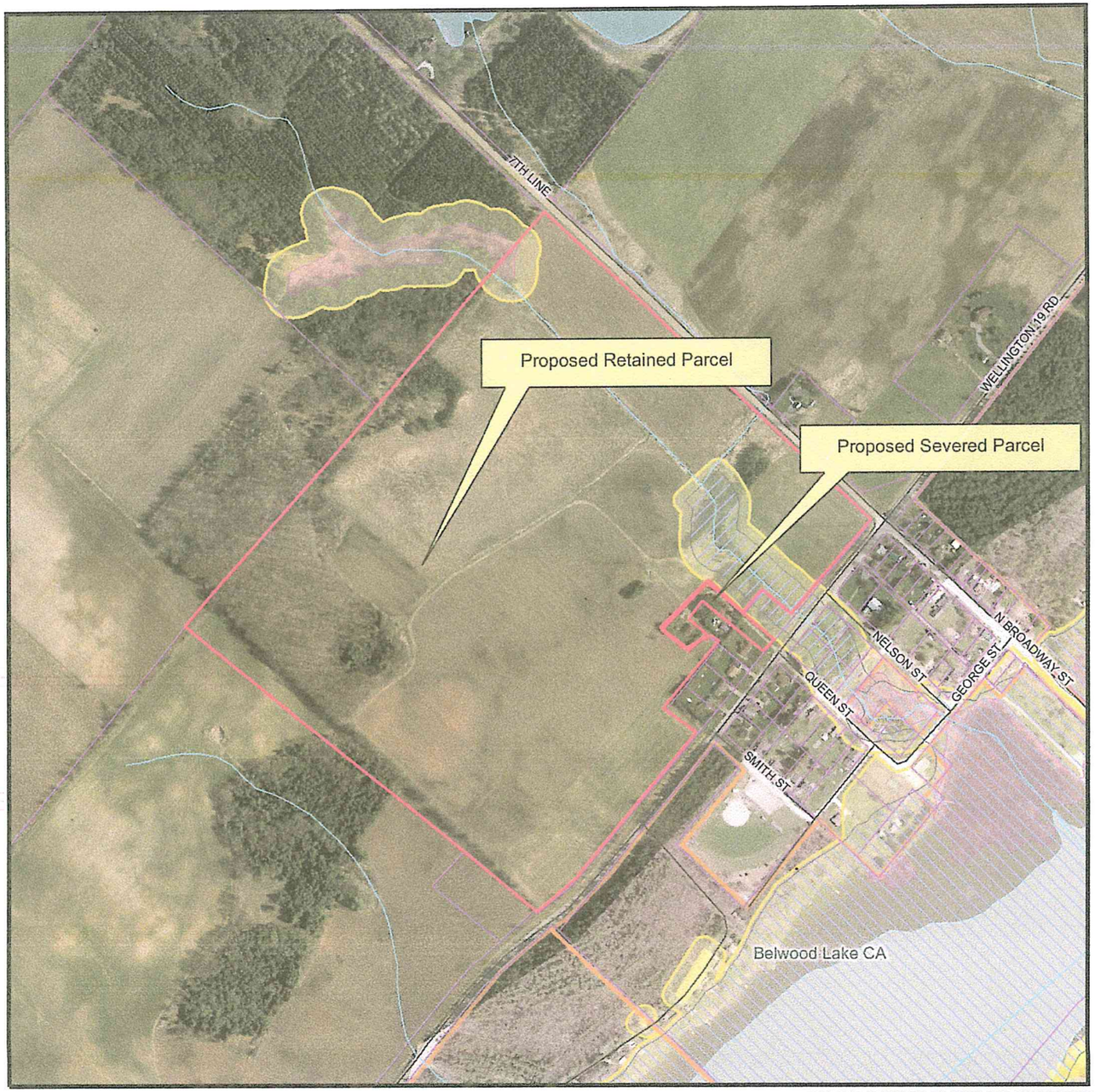
   Due to the above noted features, portions of the retained lands are regulated by the GRCA under the *Development, Interference, with Wetlands, and Alterations to Shorelines and Watercourses Regulation* (*Ontario Regulation 150/06*). Future development or other alteration within the regulated areas will require a permit from our office.

3. **Additional Information/Suggestions provided in an advisory capacity:**

   We wish to acknowledge receipt of the applicable plan review fee in the amount of $380.00 for the processing of this application.

Should you have any questions or require further information, please contact the undersigned at extension 2320.

RECEIVED
AUG 13 2014
SECRETARY TREASURER
WELLINGTON COUNTY
LAND DIVISION COMMITTEE



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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Grand River Conservation Authority
Map created: August 7, 2014

B80/14

LEGEND

- WATERSHED BOUNDARY (GRCA)
- UTILITY LINE (NRVIS)
- ROADS-ADDRESSED (MNR)
- RAILWAY (NRVIS)
- DRAINAGE-NETWORK (GRCA)
- PARCELS-ASSESSMENT (MPAC)
- FLOODPLAIN (GRCA)
  - ENGINEERED
  - APPROXIMATE
  - ESTIMATED
- WETLAND (GRCA)
- SLOPE VALLEY (GRCA)
  - STEEP
  - OVERSTEEP
- SLOPE EROSION (GRCA)
  - STEEP
  - OVERSTEEP
  - TOE
- PARKS (GRCA)
- REGULATION LIMIT 2014 (GRCA)
- DRAINAGE-POLY (NRVIS)
- 2010 ORTHO (ONT)

GRCA Disclaimer

This map is for illustrative purposes only. Information contained hereon is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.

The source for each data layer is shown in parentheses in the map legend. For a complete listing of sources and citations go to:

http://grims.grandriver.ca/docs/SourcesCitations1.htm

0 85 170 255 340 m.

NAD 1983, UTM Zone 17 Scale 1:7,500

N

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

July 11, 2014

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: July 4, 2014

FILE NO. B80/14

APPLICANT

Pauline Giles
49 Wellington Rd 19
Belwood ON N0B 1J0

LOCATION OF SUBJECT LANDS:

CENTRE WELLINGTON (West Garafraxa)
Part Lot 12, Concession 7
Hamlet of Belwood

Proposal is to sever an irregular shaped lot 0.7 acres (Part 1 on sketch), existing and proposed urban residential use with existing house and garage.

Retained parcel is 97 acres with 1565.4' frontage, (Part 4 on sketch) existing and proposed agricultural use.

Note: Centre Wellington Township staff have agreed in principle to accept a conveyance of Part 2 on the sketch to address access. (attached email)

IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION, WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE

COUNTY OF WELLINGTON
JUL 10 2014
ENGINEERING SERVICES DEPARTMENT

August 20, 2014

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this APPLICATION for CONSENT.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Municipal Board Hearing. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Municipal Board by the applicant or another member of the Public

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office, 74 Woolwich St. Guelph ON N1H 3T9. Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

COUNTY OF WELLINGTON
ENGINEERING SERVICES
NO OBJECTION
NOTICE OF DECISION REQ'D.
PASQUALE COSTANZO, CET
ENGINEERING TECHNOLOGIST
AUG 13/14
Date:

MAILED TO:

Local Municipality – Centre Wellington County Planning Conservation Authority GRCA

County Engineering

Bell Canada County Clerk Roads

Neighbour - as per list verified by local municipality and filed by applicant with this application

* No ENTRANCE CONDITION REQ'D *