



# SEVERANCE PROPOSAL FORM

## PETERBOROUGH COUNTY PLANNING DEPARTMENT

Please complete this form with as much detail as possible and provide a rough sketch of what you intend. Completion of this form will help County Staff prepare a Severance Review. It does not cost you anything to have a Severance Review prepared. The Review is intended to help the applicant before they file a formal application with the Land Division Committee. The review will determine proposal conformity to the County Official Plan, Local Official Plan and Local Zoning By-Law. The review also provides a list of agencies you should contact before you file an application.

1. Name of Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

Work Telephone: \_\_\_\_\_ Fax or Email: \_\_\_\_\_

2. Name of Owner's agent/solicitor or interested purchaser: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

Work Telephone: \_\_\_\_\_ Fax or Email: \_\_\_\_\_

3. Please specify to whom all correspondence should be sent: Owner  Agent

4. Type of Severance:  creation of new lot  addition to a lot  
 right-of-way  easement  correction of title

5. Location of the Property:

Municipality \_\_\_\_\_

Ward: \_\_\_\_\_

Lot No. \_\_\_\_\_

Concession \_\_\_\_\_

Name of Street/Road \_\_\_\_\_

Street No. \_\_\_\_\_

Assessment Roll # \_\_\_\_\_

6. Have there been any previous severances on the property? Yes  No

If so, please indicate the approximate date of the severance and what the parcel is used for:

\_\_\_\_\_

7. Are there any farm structures (barns) within 1000 metres (3,281 feet) of the subject property which house or are capable of housing livestock? Yes  No

If so, please complete an **MDS-1** form (page 4) for each barn.

8. Description of Lot Intended to be "**Severed**":

Proposed Lot Area: \_\_\_\_\_

Proposed Frontage on Road: \_\_\_\_\_ Water (if applicable): \_\_\_\_\_

Existing use of the "Severed" Land: \_\_\_\_\_

Proposed use of the "Severed" Land: \_\_\_\_\_

What buildings are currently located on the property (if any)?: \_\_\_\_\_

9. Description of Lot Intended to be "**Retained**":

Proposed Lot Area: \_\_\_\_\_

Proposed Frontage on Road: \_\_\_\_\_ Water (if applicable): \_\_\_\_\_

Existing use of the "Retained" Land: \_\_\_\_\_

Proposed use of the "Retained" Land: \_\_\_\_\_

What buildings are currently located on the property (if any)?: \_\_\_\_\_

10. Type of Access:

**"Severed" Lot:** Provincial Highway ( ), County Road ( ), Municipal Road - maintained year round ( ), Municipal Road - seasonally maintained ( ), Right-of-Way ( ), Water ( ), Other ( ) \_\_\_\_\_

**"Retained" Lot:** Provincial Highway ( ), County Road ( ), Municipal Road - maintained year round ( ), Municipal Road-seasonally maintained ( ), Right-of-Way ( ), Water ( ), Other ( ) \_\_\_\_\_

If proposed access to the subject land is by **water only**, state the parking and docking facilities to be used and the approximate distances of these facilities from the subject land and the nearest public road: \_\_\_\_\_

11. Agricultural Severances:

Is the severance for:

- i) A new farm parcel (36 hectares (88.95 acres) or larger)? .....
- ii) A new commercial / industrial lot for agriculture-related uses? .....
- iii) A lot to dispose of a residence surplus to the farm operation?.....   
(must have 2 houses to be eligible)

12. Please provide any further information that might be useful in preparing the review: \_\_\_\_\_

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13. Please attach a rough sketch, survey, or plan, etc. of the property that will indicate the following:

- Clearly indicate the **Severed** parcel and the **Retained** parcel
- Lot frontage and area dimensions of the Severed and Retained parcels
- Name of the road(s) and/or waterbody the property fronts on
- Indicate the presence of any structures on the Severed and Retained parcels
- Existing uses on the Severed and Retained parcels
- If the severance is for a lot addition, please clearly indicate the lands the Severed parcel will be added to.
- Location of any livestock facilities within 1000m (3281ft) this will also require the submission of an MDS DATA SHEET form that is attached
- Location of any previous severances from the property

Once complete, please send by email, fax, mail or drop off to:

Ms. Laura Jackson, Planning Technician, 743-0380 ext. 331

Email: [ljackson@county.peterborough.on.ca](mailto:ljackson@county.peterborough.on.ca)

Fax: 705-876-1730

Mail: Peterborough County Planning Department

County Courthouse

470 Water St.

Peterborough, ON

K9H 3M3

Drop Off: We are located on Water Street, between Brock and Murray Streets, on top of the hill overlooking Victoria Park.

If you have questions regarding the severance process please visit our website

[www.county.peterborough.on.ca](http://www.county.peterborough.on.ca) and click on "County Departments and Services", and then click on "Planning". **Please allow 2-4 weeks for the review to be completed.**

**Please Note:** *Personal information contained on this form is collected under the authority of Section 29(2) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56 as amended and will be used to assist in the correct processing of the application. 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 (705-743-0380).*

## MDS DATA SHEET

This is to be completed and attached to the application when applying for a severance within 1,000 metres (3,281 feet) of an existing livestock facility. Complete one sheet for each barn if it is capable of housing livestock regardless of current use.

Owner of Livestock Facility: \_\_\_\_\_ Telephone: \_\_\_\_\_

Township: \_\_\_\_\_ Lot: \_\_\_\_\_ Concession: \_\_\_\_\_

Distance from livestock facility to new use: \_\_\_\_\_ (metres or feet)

Distance from manure storage to new use: \_\_\_\_\_ (metres or feet)

Tillable land where livestock facility is located: \_\_\_\_\_ (hectares or acres)

<b>Type of Livestock</b> <small>(check those that apply)</small>	<b>Maximum Housing Capacity</b> <small>(#)</small>	<b>Type of Manure Storage</b> <small>(enter appropriate code from following page)</small>
<b>DAIRY</b> <input type="checkbox"/> Milking Cows ↳ <input type="checkbox"/> Holstein <input type="checkbox"/> Guernsey <input type="checkbox"/> Jersey <input type="checkbox"/> Heifers ↳ <input type="checkbox"/> Holstein <input type="checkbox"/> Guernsey <input type="checkbox"/> Jersey		
<b>BEEF</b> <input type="checkbox"/> Cows ↳ <input type="checkbox"/> Barn Confinement <input type="checkbox"/> Barn with Yard <input type="checkbox"/> Feeders ↳ <input type="checkbox"/> Barn Confinement <input type="checkbox"/> Barn with Yard		
<b>SWINE</b> <input type="checkbox"/> Sows <input type="checkbox"/> Feeder Hogs <input type="checkbox"/> Breeder Gilts <input type="checkbox"/> Weaners		
<b>POULTRY</b> <input type="checkbox"/> Chicken Broilers ( ____ week cycle) <input type="checkbox"/> Broiler Layers <input type="checkbox"/> Pullets ↳ <input type="checkbox"/> Chicken <input type="checkbox"/> Turkey <input type="checkbox"/> Meat Turkeys ↳ <input type="checkbox"/> < 6.2kg <input type="checkbox"/> 6.2-10.8kg <input type="checkbox"/> > 10.8kg <input type="checkbox"/> Turkey Breeder Layers		
<b>HORSES</b>		
<b>SHEEP</b> <input type="checkbox"/> Adult Sheep <input type="checkbox"/> Feeder Lambs		
<b>GOATS</b> <input type="checkbox"/> Adult Goats <input type="checkbox"/> Kid Goats		
<b>OTHER</b> <small>(please specify)</small>		

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## MANURE STORAGE TYPES

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Please identify the type of manure storage that that is used on the property where the subject livestock facility is located, and enter the corresponding code (for example 'V3' or 'M') in the appropriate space on the previous page.

**Important:** If there is no manure storage located on the property (e.g. manure is moved to a location off-site) or if the manure is stored for less than 14 days, please indicate this on the 'MDS Data Sheet'.

### SOLID MANURE

Code	Description
V1	Solid manure bedded pack; manure accumulates under livestock
V2	Solid manure pile, stored outside and covered
V3	Solid manure pile, stored outside uncovered
V4	Solid manure pile, stored outside with covered liquid runoff storage
L1	Solid, uncovered manure pile stored outside with uncovered liquid runoff storage

### LIQUID MANURE

Code	Description
V5	Liquid manure stored inside underneath slatted floor
V6	Liquid manure stored outside with a permanent, tight fitting cover (e.g. concrete lid)
L2	Liquid manure stored outside with a permanent floating cover (e.g. tarps, foam panels)
M	Liquid manure stored outside in concrete or steel tanks
H1	Liquid manure stored outside in earth-sided pit