

The Corporation of The Township of Bonfield

AGENDA PLANNING ADVISORY COMMITTEE MEETING TO BE HELD February 3, 2026, AT 6:00 P.M.

1. **Open Meeting**
2. **Adoption of Agenda: as prepared OR as amended**
3. **Adoption of the minutes of the regular meeting: December 2, 2025**
4. **Disclosure of Pecuniary Interests**
5. **Presentations / Public Meeting**
6. **Applications:**
 - a) **Application Reference B1/2026: Longmuir** - Proposed consent to create One (1) new lot on lands legally described as CON 6 PT LOT 20 RP 36R9822; PART 2 PCL 28465 NIP (630 Development Road).
 - b) **Application Reference B2/2026: Landry** - Proposed consent to create Two (2) new lots on lands legally described as BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532.
7. **Township of Bonfield Official Plan Review:**
 - a) **Discussion on Ministry of Municipal Affairs and Housing (MMAH) "One Window" Review Comments - received January 2, 2026.**
 - b) **Next Steps and Timeframes**
8. **Correspondence**
9. **Other Business**
 - a) PAC Meeting Schedule 2026
10. **Adjournment**

Small Community, Big Heart



PLANNING REPORT

MEETING DATE: August 5, 2025
TO: Planning Advisory Committee
FROM: Simon Blakeley, Planning Administrator
SUBJECT: B2/2026 - Landry. Application for Consent - Proposed severance to create Two (2) new lots on lands legally described as BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532.

RECOMMENDATION: The Planning Advisory Committee recommends to Council that Consent Application Reference: B2/2026 Landry which proposes a severance to create Two (2) new lots on lands legally described as BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532 be approved with conditions as set out.

SUBJECT LAND AND LAND USE:

The consent application seeks to sever the existing property on lands legally described as: BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532 which includes land that is generally situated to the west of the intersection between Development Road and Southshore Road, to create Two (2) new lots of record. The two new severed lots are proposed to comprise a 3.7 Acre / 1.5 Hectare, and an 8.4 Acre / 3.4 Hectare parcel of vacant land; whereas the proposed retained lot would comprise a 68.4 Acre / 27.7 Hectare parcel of vacant land. The proposed configuration is shown as follows:



Figure One: Official Plan Designations and Zoning Provisions

The subject property is designated within the Official Plan as falling within the Rural Area and is zoned Rural for planning purposes. The property currently comprises a mix of open terrain, treed areas, and other low-rise vegetation. A section of land which applies to the front portion of proposed severed lot 2 was recently identified within the North Bay Mattawa Conservation Authority's (NBMCA) updated '*Approximate Regulated Area*' [ARA] Flood Risk Mapping as being potentially susceptible to localized flooding.

Two additional areas within the proposed retained lot (located to the northwest and southeast of the proposed retained lot) are also identified as being susceptible to localized flooding reflecting the relatively low-lying topography of land in these specific locations. Matters associated with the NBMCA ARA mapping are addressed later within this planning report for reference. Aside from this, the subject property does not appear to be affected by any other natural or human-made hazards, or other development constraints, which would prevent development.

APPLICANTS PROPOSAL:

The Applicant is requesting consent to sever the property to create Two (2) new lots on the property legally described as: BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532 as follows:

Proposed / Severed Lot 1:

Frontage: Approx. 60.96 Meters
Depth: Approx 250 Meters
Area: 3.7 Acre / 1.5 Hectare

Retained Lot:

Combined Frontage on Southshore Road: 424 Meters
Depth: 375 Meters
Area: 68.4 Acre / 27.7 Hectare

Proposed / Severed Lot 2:

Frontage: Approx. 137.33 Meters
Depth: Approx 250 Meters
Area: 8.4 Acre / 3.4 Hectare

Although the applicant could potentially accommodate alternate uses on the newly proposed severed and retained lots that are consistent with existing rural zoning provisions, the most likely (and preferable) use for these properties is residential. In this context, the Township of Bonfield did pass a zoning by-law amendment in 2025 which, potentially, allows for the construction of a new Single-Family Dwelling, plus an Attached and/or Detached Additional Dwelling Unit (ADU) under the same ownership in the rural zone.

In all circumstances, the final built form, layout and use of the property will be subject to review, and regulatory approval, on behalf of the North Bay Mattawa Conservation Authority (NMBCA) and the Township of Bonfield's Chief Building Official. Specific consideration will also need to be given to the development potential of severed lot 2.

PROVINCIAL PLANNING STATEMENT (PPS) 2024:

The Provincial Planning Statement (PPS) for the Province of Ontario came into effect on October 20, 2024. The PPS contains a series of updated policies designed to shape land use and development decisions across the province. Applicable policies are summarized as follows:

Housing

Matters related to housing are addressed in Section 2 of the PPS entitled '*Building Homes, Sustaining Strong and Competitive Communities*'. **Policy 2.1, Planning for People and Homes, part 4**, states the need '*to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area*'.

It emphasizes the need for planning authorities to maintain a minimum of 15-year supply of land designated and available for residential development; and at least a 3-year supply of land that is suitably zoned with servicing capacity. The proposed severance to create 1 new lot will increase Bonfield's total residential land supply.

Policy 2.2. Housing states the need to ensure a mix of housing densities and options which support the efficient use of land, resources, infrastructure, and public service facilities, in proximity to transit corridors and stations. The property is not directly served by public transit; however, it is located on Development Road, which is a centrally located Township-maintained road that runs east-west throughout the municipality. The property is situated in relatively close proximity to the Hamlet of Bonfield and Highway 17 (The TransCanada Highway) where additional public and transportation-related services can be accessed. Given the presence of existing residential uses in proximity to the property, low-density residential development is considered the preferred option.

Rural Areas

Policy 2.5 of the PPS relates to **Rural Areas** in Municipalities and states '*healthy, integrated, and viable rural areas*' should be supported by:

- a) Building upon the rural character and leveraging rural amenities and assets.*
- c) Accommodating an appropriate range and mix of housing in rural settlement areas.*
- d) Using rural infrastructure and public service facilities efficiently; and*
- g) Conserving biodiversity and considering the ecological benefits provided by nature.*

The proposed severance to create two new lots, and the retained lands, is considered consistent with this policy objective. That said, we again note the presence of an area of low-lying lands towards the frontage of proposed severed lot 2, which could require any future Single-Family Dwelling to be located to the rear of the property.

Policy 2.6c of the PPS applies to **Rural Lands** and states residential development, including new lot creation, is a permitted use where site conditions are suitable for the provision of appropriate sewage and water services. The new proposed severed and retained lots exceed the minimum required lot size area of 1 Hectare and are considered consistent with the scale and character of this rural location. The proposed residential use will help meet the growing demand for new housing in the Township of Bonfield. Matters pertaining to the North Bay Mattawa Conservation Authority (NBMCA) and site servicing arrangements are covered later in this planning report.

Sewage, Water and Stormwater

Policy 3.6 applies to **Sewage, Water and Stormwater** and states, under part 7, that '*Planning authorities may allow lot creation where there is confirmation of sufficient reserve sewage system capacity and reserve water system capacity*'. Part 8 states that stormwater management shall:

- a) Be integrated with planning for sewage and water services [and] ensure systems are optimized, retrofitted as appropriate, feasible and financially viable over their full life cycle;*
- b) Minimize, or, where possible, prevent or reduce increases in stormwater volumes and contaminant loads;*
- c) Minimize erosion and changes in water balance including through the use of green infrastructure;*
- d) Mitigate risks to human health, safety, property, and the environment;*
- e) Maximize the extent and function of vegetative and pervious surfaces;*
- f) Promote best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development; and*
- g) Align with any comprehensive municipal plans for stormwater management that consider cumulative impacts of stormwater from development on a watershed scale.*

The proposed severed lots do not comprise any existing tributaries, rivers, or streams; however, some small low-lying Approximate Regulated Areas have been identified by the NBMCA in regard to proposed severed lot 2, plus portions of the retained lands. Such matters are addressed later in this report for reference. A condition could be applied requiring the applicant to integrate low impact development solutions as part of the proposed layout - to increase infiltration and minimize the effects of any surface water run-off on the property.

Natural Assets

Section 4 of the PPS applies to the '*Wise Use and Management of Resources*' including natural heritage features and areas, plus the protection, improvement, or restoration of the quality and quantity of water resource systems. The Township's Interactive Map does not identify the likely presence of any resources (i.e. sand and gravel deposits), or other forms of constraints, which would prevent low-density development from occurring in this location.

Section 4.2 refers to **Water** and states planning authorities shall protect, improve, or restore the quality and quantity of water through a range of means, including the identification and protection of water resource systems; and the protection, improvement, or restoration of vulnerable surface and ground water supplies, and their hydrologic functions. It also requires planning authorities to plan for the efficient and sustainable use of water resources; and effective watershed planning in collaboration with conservation authorities. As previously noted, there are no identified tributaries, rivers, or streams on the property. Comments made on behalf of the North Bay Mattawa Conservation Authority (NBMCA) are provided later in this report for reference.

Agriculture

Policy 4.3 of the PPS applies to the development and management of agricultural lands. A desktop review revealed the presence of 1 former barn-like structure within 500 metres of the subject property (at 131 Development Road) to the Northeast; however, further consultation with the applicant revealed the property owner does not have any livestock and does not intend to utilize the structure for livestock-based agricultural purposes. That property is also surrounded by established residential uses and, given the general lack of agriculture-related activity, is not likely to contribute to the ongoing development of the agri-food network within the Township of

Bonfield. In addition, given previous comments made regarding the presence of the Approximate Regulated Area on Severed lot 2 - being the closest lot to the former Barn; it is again noted that any new Single-family Dwelling would most likely be positioned to the rear (south) of the lot, which would be over 500 meters from the former Barn. In this context, MDS calculations were not considered necessary on this occasion.

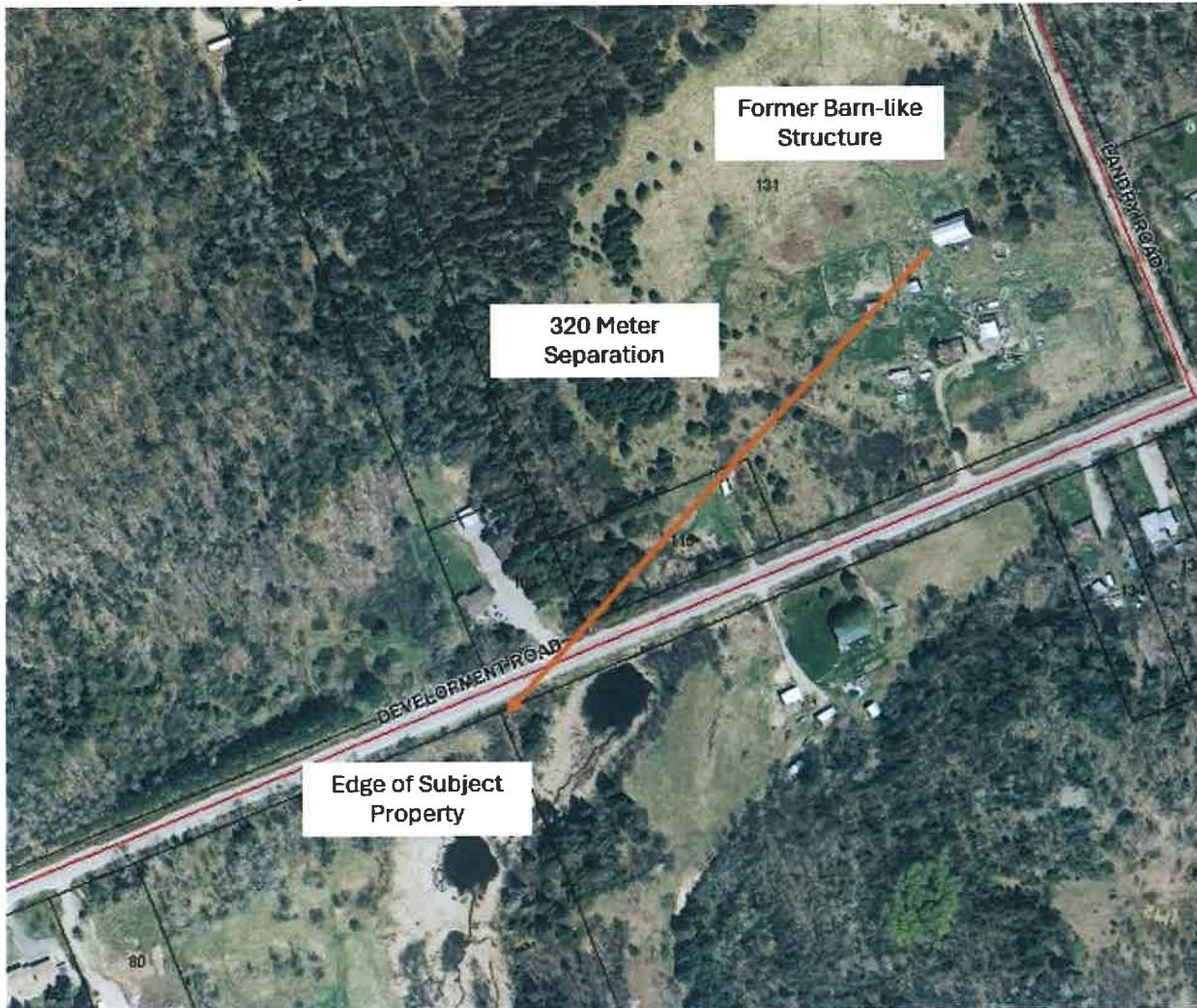


Figure Two: An annotated aerial image showing the former Barn-like Structure at 131 Development Road

OFFICIAL PLAN (O.P) & ZONING BY-LAW REVIEW:

In this section we provide a summary of applicable policies contained within the Township of Bonfield's Official Plan and Comprehensive Zoning By-law 2013:

Township of Bonfield Official Plan 2013

Section 2 relates to Council's **Vision, Principles and Objectives**, and states under Policy 2.2.1. Sustainable Development: *'The Township shall promote sustainable development to enhance the quality of life for present and future generations.'* and *'limited residential growth'* will be permitted in the Rural Area(s) *'where private services are feasible, and where development would be compatible with surrounding land uses.'* The proposed severance would result in limited and compatible residential growth. Site servicing matters are covered later in this report.

Section 3 relates to **General Development Policies**. **Policy 3.2** applies to *'land use compatibility'*, which the policy states: *'can be achieved in a variety of ways, including the provision of appropriate separation distances, setbacks, buffering features, and transitions in building height and massing'*. The policy confirms the Township may also consider matters including traffic flows, vehicular access / egress, parking requirements, outdoor amenity areas, storage requirements, lighting, noise/ air quality, sunlight, microclimates, and the effects of development on neighbourhood services. Given the relatively small-scale proposal to develop the land for residential purposes; the Township does not have particular concerns regarding land use compatibility issues that cannot be reached through agreement with the applicant.

Policy 3.7 applies to private services and states: *'no development shall be permitted unless the applicant has obtained a Sewage Permit from the North Bay-Mattawa Conservation Authority, and it can be shown to the satisfaction of the Township that there is an adequate water supply and public road access to service the development.'*

The policy also considers the impacts on ground water quality and quantity and states: *'the Township shall consider the cumulative impacts of development on the sustainability of ground water resources.'* A summary of the response made by the NBMCA is provided later in this Planning Report for reference. The applicant will also need to install and register a well in compliance with criteria established by the Ministry of the Environment, Conservation and Parks (MECP).

Policy 3.10 applies to the **Minimum Distance Separation (MDS) Formulae**. No existing barns that are being utilized for the purpose of housing livestock were found to be present in the vicinity of the property that would require MDS calculations to be produced.

Section 4 applies to Land Use Designations and **Policy 4.2** relates to the **Rural Area**.

Part 1 of Policy 4.2 states '*low density residential development*' may be permitted through severances and country subdivisions in appropriate locations.

Part 2h confirms residential uses, including single-detached, duplex, and semi-detached dwellings, may be permitted in accordance with Rural Area policies in the Rural Area designation.

Part 4 states the character of the Rural Area shall be maintained by permitting residential development subject to the following provisions for a) consents:

- i. *The severed lot(s) shall be for permanent residential use.*
- ii. *New lots shall have a minimum area of 1.0 hectare, and a minimum frontage of 60 metres; and*
- iii. *The lot(s) shall conform to Consent policies within the Land Division section of the OP.*

The proposed severed and retained lots are consistent with this policy.

Section 5 applies to **Natural Heritage Features and Cultural Heritage**. Policy 5.1 refers to '*natural heritage systems*' which include natural heritage features and areas, linked by natural corridors, important '*to maintain biological and geological diversity, natural functions, and viable populations of indigenous species and ecosystems.*' The policy seeks to preserve the long-term ecological function and biodiversity of the Township's natural heritage systems, and encourages '*sustainable design concepts, such as designing with nature.*'

Some small Approximate Regulated Areas (ARA) have been identified by the North Bay Mattawa Conservation Authority (NBMCA) in regard to low-lying lands that have the potential for localized flooding. That analysis is largely based upon a desktop review, in reference to aerial imagery and topographical information. Despite this, the property has not been identified as having any significant natural heritage features as part of a broader Natural Heritage System.

That said, the applicant and/or future owner(s) of the property can be informed of ways to ensure ecological best management practices are introduced as part of the proposed design and construction of any buildings and/or structures proposed on the property - to minimize the impact of development, at the same time as supporting Council's strategic objective to promote environmental stewardship.

Policy 5.1.5 applies to **Wetlands**. No existing or unevaluated wetlands are understood to be present on the property.

Policy 5.2 applies to **Development Constraint Area(s)**. No Development Constraint Areas are understood to be present on the property.

Section 6 applies to **Transportation**. Policy 6.2 applies to **Township Roads** and associated entrance / access requirements. Development Road is a year-round municipally owned and maintained road. A driveway entrance permit will be required to service any proposed new use of the lot. This is included as a draft condition of approval for reference.

Section 7 relates to **Implementation and Interpretation** and includes policies which seek to ensure satisfactory technical information is being included as part of the application process to meet the requirements of provincial Ministries, the North Bay-Mattawa Conservation Authority, and any other agencies. All applicable agencies have been consulted as part of this consent application.

Policy 7.11.2.1 applies to the **Creation of New Lots, and states the following:**

1. Consents may be granted when a plan of subdivision or plan of condominium is not required for the orderly development of the land or the provision of services. When consent is considered appropriate; it shall be granted in accordance with the policies of this Plan, including general policies which apply to all land use designations.

A review of the Official Plan has confirmed the proposal is in accordance with applicable policies, and that the proposed consent to sever can be considered appropriate in planning terms.

2. Consents may be granted for up to three (3) severed parcels and one (1) retained parcel.

The original concession has previously been severed; with the last recorded application for the creation of 2 severed lots (from the retained lot) having been approved on July 15, 2009 (Application Reference: B6/2009). That was during the previous Official Plan period; whereas the current OP policies from 2013 are being applied to this filer. Notwithstanding this point, no further severances that would result in the creation of a new lot on the proposed severed lots would be permitted moving forward - as these properties would neither have the minimum frontage (severed lot 1) or sufficient land beyond the identified ARA (severed lot 2) within which to accommodate further development. Any proposed further development of the retained lands would be considered on a case-by-case basis.

3. Each severed and retained parcel must conform to the minimum lot size policies in this Plan. Both the retained and proposed severed lots will exceed the minimum lot size area of 1 Hectare and have frontages that exceed the minimum required 60 metres along a public road.

4. No further consents may be granted for any previously severed or retained parcels within the Township. The applicant has not indicated any intention to sever additional parcels at this time.

Township of Bonfield Comprehensive Zoning By-Law

The subject property is zoned Rural (RU). This zoning typically allows a range of residential uses to be permitted on such lands as follows:

- Bed and breakfast
- Dwelling, duplex
- Dwelling, semi-detached
- Dwelling, single detached
- Group home
- Home occupation
- Home industry
- Secondary dwelling unit

The construction of a new Single-Family Dwelling would seem the most likely and appropriate use given the low-density rural context, surrounded by predominantly residential uses. All forms of development would need to ensure compliance planning, zoning and building-related requirements, in relation to both the existing and proposed retained lots.

COMMENTS / REPORTS / STUDIES:

As required under the *Planning Act* circulation to the appropriate agencies/bodies and neighbouring landowners for comment was completed on July 15, 2025. Written comments were requested to be made by NOON on Wednesday July 30, 2025.

The agencies listed were circulated a copy of the application via email; and notification was also given to property owners within 60 metres of the applicants' landholdings. The following provides a summary of the responses received throughout the course of consulting on the application:

Public:

A member of the public called to ask questions about the proposal but did not raise any objections either verbally or in writing. At the time of writing this report, no other comments have been received from the public.

Hydro One:

No comments have been received from the Hydro One at the time of writing this report. Applicants are generally advised to consult the local area Distribution Supplier in regard to site development and servicing matters.

Ministry of Transportation (MTO):

A representative confirmed that the property is not located within close proximity to an MTO-managed Highway. As such, no comments were raised regarding the proposals.

TransCanada PipeLines Limited (TCPL)

The property is not located within close proximity to the Trans Canada Pipeline. No comments have been received from TCPL.

Bonfield Snowmobile Club Inc.

It was confirmed that the property is far from any club-maintained trails.

North Bay Mattawa Conservation Authority (NBMCA):

The response stated, according to NBMCA's Approximate Regulated Area (ARA) mapping, that two "wetland areas" have been identified as being present on the subject lands, and that authorization will be required on behalf of the NBMCA prior to any development or site alteration taking place within 30m of those areas, per the following highlighted map:

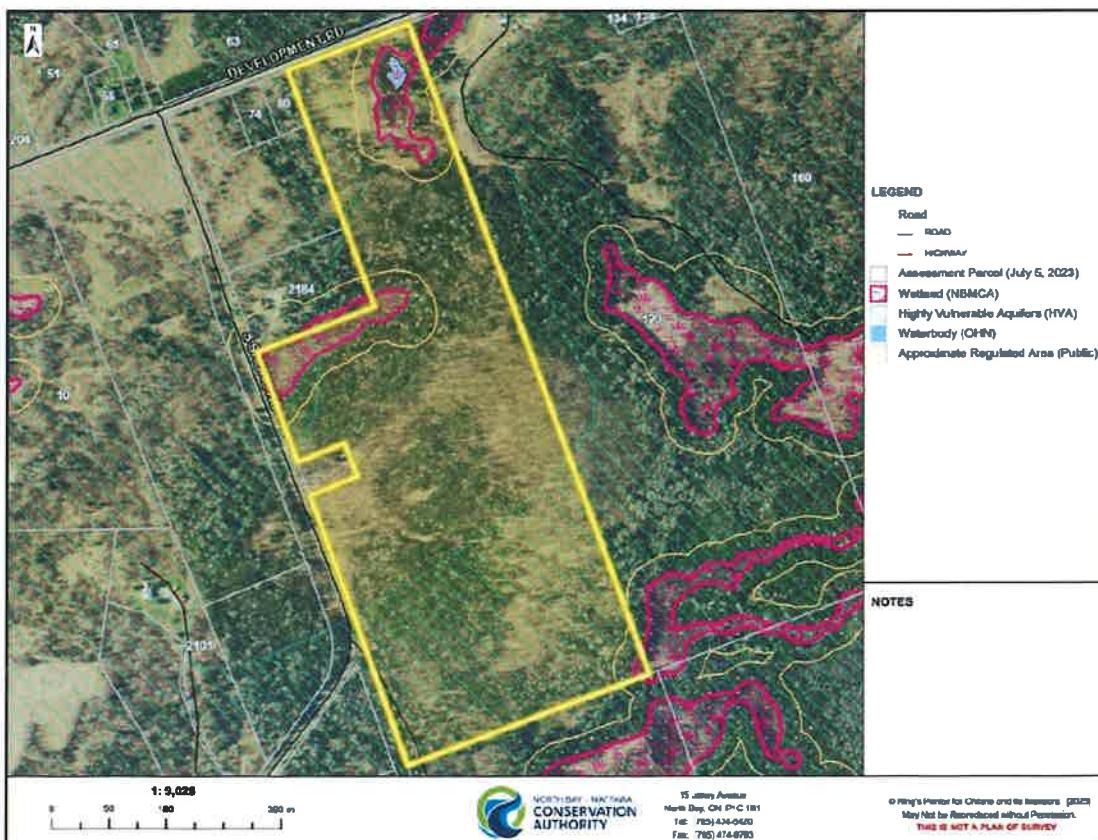


Figure Three: Copy of the GIS Mapping provided by the NBMCA

That said, the NBMCA stated there appears to be two suitable locations within which to accommodate a sewage system on all 3 lots - including the 2 proposed severed lots, and the retained lot. As such, the Township is of the opinion that such matters can satisfactorily be resolved through the preparation of property surveys (which is a standard condition of consent), and also, the preparation of site layout and building plans which are subject to approval by both the NBMCA and the Township's Chief Building Official.

The response from the NBMCA also noted the subject lands are partially located within an area of Highly Vulnerable Aquifers (HVA); and that municipalities, implementing bodies, and landowners should have regard to policies outlined in the Source Water Protection Plan.

Notwithstanding the above, the NBMCA is satisfied the application is consistent with policies set out in Section 5.2 of the PPS and raises no objection to the proposal.

Township Departments

Public Works

The Township's Public Works Manager did not provide specific comments on the application; however, an application for a new entrance driveway will be required. This is included as a proposed condition of approval for reference.

Fire Department

No comments have been received from the Fire Department at the time of writing this report.

ANALYSIS:

The submitted Application Reference B2/2026 - Landry seeks consent to sever the property to create Two (2) new lots on lands legally described as BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532 which includes land that is generally situated to the west of the intersection between Development Road and Southshore Road. The property currently comprises a mix of open terrain, treed areas, and other low-rise vegetation.

The consent application seeks to sever the existing vacant land to create Two (2) new lots of record. The two new severed lots are proposed to comprise a 3.7 Acre / 1.5 Hectare, and an 8.4 Acre / 3.4 Hectare parcel of vacant land. The proposed retained lot would also comprise a 68.4 Acre / 27.7 Hectare parcel of vacant land.

A section of land which applies to the front portion of proposed severed lot 2 was recently identified within the North Bay Mattawa Conservation Authority's (NBMCA) updated '*Approximate Regulated Area*' [ARA] Flood Risk Mapping as being potentially susceptible to localized flooding. Two additional areas within the proposed retained lot (located to the northwest and southeast of the proposed retained lot) are also identified as being susceptible to localized flooding reflecting the relatively low-lying topography of land in these specific locations.

The response from the NBMCA also noted the subject lands are partially located within an area of Highly Vulnerable Aquifers (HVA); and that municipalities, implementing bodies, and landowners should have regard to policies outlined in the Source Water Protection Plan.

Despite these findings, the NBMCA also stated there are two suitable locations within which to accommodate a sewage system on all 3 lots - including the 2 proposed severed lots, and the retained lot. As such, the NBMCA is satisfied the application is consistent with policies set out in Section 5.2 of the PPS and raises no objection to the proposal.

In consideration of the above, the Township is of the opinion such matters can satisfactorily be resolved through the preparation of property surveys (which is a standard condition of consent); and also, the preparation of site layout and building plans which are subject to approval by both the NBMCA and the Township's Chief Building Official.

A review of the surrounding context did not reveal the presence of operational farms or barns in close proximity to the property. A former barn-like structure is located approximately 320 meters to the northeast of proposed severed lot 2; however, that property is not being used for livestock purposes; and the likely position of any future dwelling on the lot would be beyond 500 meters from that structure.

In all circumstances, any proposed buildings and/or accessory structures to be located on either the proposed severed or retained lots will be required to be compatible with the surrounding context and compliant with the Ontario Building Code, plus all other applicable laws. The construction of a new well to serve the proposed new residential lot will need to be registered with the MECP. The applicant, and/or future property owners, will either be required to utilize existing entrances, or obtain replacement driveway entrance permits, to service both of the 2 new lots off Development Road, and the retained lot off Southshore Road.

The proposed consent to sever application conforms with the overall intent of the Official Plan, and complies with Comprehensive Zoning By-law 2012-49, as adopted by the Township of Bonfield. It is also considered to be consistent with the Provincial Government's Policy Objectives specified within PPS2024; and the Ontario Planning 1990 [As amended]. If approved, the proposed new lots will contribute to the Township of Bonfield's Housing Land Supply. The applicant and/or future property owners of either the severed or retained lots, will also be required to adhere to all conditions outlined in the Notice of Decision, summarized below for reference.

RECOMMENDED ACTION:

The Planning Advisory Committee recommends to Council that Consent Application Reference: B2/2026 Landry which proposes a severance to create Two (2) new lots on lands legally described as BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532 be approved with conditions as set out.

PROPOSED CONDITIONS

1. That this approval applies to the land legally described as: BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL.
2. That the following documents be provided:
 - a. The original executed transfer (deed), a duplicate original & 1 photocopy for our records
 - b. A copy of the survey plan deposited in the Land Titles Office, if required
 - c. An electronic copy of the survey emailed to: planning@bonfieldtownship.com
 - d. A schedule describing the severed lands attached to the transfer for approval purposes
 - e. A schedule that provides a registrable legal description attached to the transfer for the retained land for approval purposes, if required.
3. That if there is a forced road situation a 20-metre road allowance or whatever amount is required for road purposes shall be transferred to the Municipality (at the owner's expense) across the whole lot or parcel for which the severance was taken and compensation shall be awarded as per the Compensation Grid for The Transfer of Forced Roads.
4. That the building setbacks for all buildings must meet the requirements of the Zoning By-Law for the retained and/or severed lot(s), whichever are affected at the time of survey.
5. A fee in lieu of a parkland dedication shall be deposited in the office of the clerk prior to the stamping of any transfer document associated with the proposed lot to be severed. Reference is made to By-Law 2024-26 Schedule "A", which contains a tariff of fees and should be referenced when determining the amount payable.

6. Any or all tax arrears must be paid prior to the stamping of Transfer Documents for a new lot.
7. That the survey will apply to both the retained and proposed severed lands.
8. That all conditions must be satisfied, and that the Transfer Documents must be signed and completed within a period of Two (2) years from the date of approval of consent.
9. That the North Bay Mattawa Conservation Authority (NBMCA):
 - i) Be consulted throughout the development of individual site plan(s) associated with the proposed development of the severed and/or retained lots; and
 - ii) That a Section 28 permit, or an equivalent form of regulatory approval, be obtained should any development be proposed within 30 meters of the unevaluated wetlands on either the proposed severed or retained lots.
10. That applications for valid driveway entry permits be obtained from the Township to ensure entrances are designed to a standard and specification that are sufficient to service the proposed new severed and retained lots.

Respectfully,

S Blakeley

Simon Blakeley

Planning Administrator

I concur with this report,

Nicky Kunkel

Nicky Kunkel

CAO

Attached:

Notice of Application for Consent

Application for Consent

Sketches for Planning Purposes



REDACTED
CONSULTATION COPY

CORPORATION OF THE TOWNSHIP OF BONFIELD

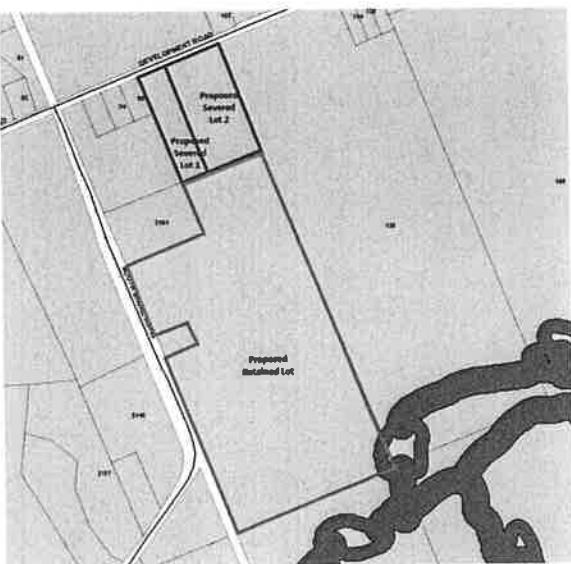
Application: B2/2026 - Proposed severance to create Two (2) new lots on lands legally described as BONFIELD CON 6 E PT LOT 6; AND RP 36R9510 PART 1 PCL;532. Current Owner: Landry, Gerard

NOTICE APPLICATION FOR CONSENT Clause 53 (5)(a) of the Planning Act

1. An Application for Consent has been submitted under subsection 53(1) of the Planning Act, for the creation of Two (2) new lots on lands legally described as BONFIELD CON 6 E PT LOT 6; AND RP 36R 9510 PART 1 PCL; 532. The proposed two severed lots will comprise a 3.7 Acre / 1.5 Hectare, and a 8.4 Acre / 3.4 Hectare parcel(s) of vacant land; whereas the retained lot will comprise a 68.4 Acre / 27.7 Hectare parcel of vacant land. The proposed two severed lots will be accessed via existing driveways off Development Road to the north; whereas the proposed retained lot be accessed via an existing driveway off Southshore Road to the west. The configuration of the proposed severed and retained lots are shown on the attached sketch hereto.
2. The land which is the subject of the application is not the subject of an application under the Act for an O.P., Zoning By-Law, Ministers Zoning Order amendment or a Minor Variance.
3. Comments are requested to be submitted in writing to the Planning Administrator by NOON on Monday January 26, 2026. The final opportunity to provide verbal comments on the application will be the Public Meeting at the Planning Advisory Committee, scheduled to take place Tuesday February 3, 2026 @6:00pm.
4. If a person or public body that files an appeal of a decision of the Township of Bonfield in respect of a proposed consent does not make written submissions to the Township of Bonfield before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.
5. If you wish to be notified of the decision of the Township of Bonfield in respect of the proposed consent, you must make a written request to the; Clerk of Township of Bonfield, 365 Highway 531, Bonfield, ON, P0H 1E0.
6. ADDITIONAL INFORMATION regarding this application for consent can be obtained by contacting Simon Blakeley, Planning Administrator, at 705-776-2641, Ext. 126, during regular office hours, or by email at: planning@bonfieldtownship.com subject to the Municipal Freedom of Information and Protection of Privacy Act.

Dated this
7th day of
January 2026 at
The Township
of Bonfield
Revised
Redline
Boundary
Alignment
20th day of
January 2026.

Simon
Blakeley
Planning
Administrator





The Corporation of the Township of Bonfield

APPLICATION FOR CONSENT

INFORMATION SHEET

02/2026

PLEASE READ CAREFULLY PRIOR TO COMPLETING & SUBMITTING AN APPLICATION

THE BASIC CRITERIA: Official plans are land use planning documents adopted by Municipal Councils and approved by the Province. They reflect provincial and local planning issues and among other things, establish policies for lot creation. The Planning Act requires that any proposed severance must conform to the requirements of the Official Plan and shall be consistent with the Provincial Policy Statement. In the Township of Bonfield, lands are subject to the Township's Official Plan.

All lands are also subject to local Zoning By-Laws which set out specific requirements for new development (e.g. minimum lot size, frontage, setbacks, etc.) All proposed lots must conform to the relevant Zoning By-Law, or the By-Law amended to bring the lands into conformity. The Township's Planning and Development staff can assist you in determining the rules and specific lot size requirements which are applicable to your property. Information regarding the Official Plan can also be obtained from Planning and Development staff as well as the Township's website.

To apply for a severance, the attached application form must be completed in full and returned to the staff at the Township of Bonfield's Municipal office.

CHECKLIST FOR A "COMPLETE APPLICATION"

- Pre-Consult Meeting with the Planning & Development Department of the Township of Bonfield (please contact the department to arrange for a meeting)
- Application form, with original signatures, Commissioned/declared, and all sections completed
- Other/concurrent applications
- Any required technical or justification study, 1 hard copy
- Application Fee(s) payable to the Township of Bonfield
- Other information identified at the pre-consultation meeting
- Subject property marked using wooden stakes with bright paint
- A Sketch including all the required information as set out on page 8 of the Consent Application

PLEASE NOTE: Until the Township of Bonfield has received all the required information and materials requested herein, the application will be deemed incomplete and returned to the applicant.

WHAT HAPPENS ONCE A COMPLETE APPLICATION IS RECEIVED?

- Planning & Development staff process application & provide notice to persons & agencies prescribed by *Planning Act* regulations at least 14 days prior to the hearing of an application; Staff reports are prepared, agency & other public comments are gathered prior to hearing.
- Planning Advisory Committee hearing- proposal & all reports reviewed by Committee. The function of the Committee is to review the submitted reports and then make recommendation to Council based on this information, as well as information provided by the applicant & any neighbours who may wish to be heard.
- Committee recommendations go to the following Council meeting for Council, as the approval authority, to make a decision; 20 day appeal period; If approval was given & not appealed, applicant has two years to meet conditions.
- Applicant has survey plan prepared by an Ontario Land Surveyor, if applicable & meets all other conditions which are listed on the Notice of Decision.
- Applicant requests their Solicitor to prepare Transfer/Deed for the severed lot &/or right-of-way/easement; The Solicitor forwards the draft Transfer/Deed to Planning and Development for review; The Solicitor registers the Deed in the Registry Office to complete your severance.

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

APPLICATION FOR CONSENT



File No.: _____

This application reflects the mandatory information that is prescribed in the schedules to Ontario Regulations 197/96 made under the Planning Act, R.S.O. 1990 as amended. In addition to this form, the Applicant will be required to submit the appropriate fee, site plan/sketch, and any additional information or studies that may be necessary to assess the proposal. Failure to submit all the required information may prevent or delay the consideration of the Application. Please Print, Complete and (X) Appropriate Boxes.

Section 1:

Registered Owner(s)

Name(s): Gerard Landry
Street Address: 149 Landry Road
City & Province: Bonfield, ON
Postal Code: P0H 1E0
Phone: 705-776-1803
E-mail:

Applicant(s) (complete if the Applicant is not the owner)

Name(s): Same
Street Address:
City & Province:
Postal Code:
Phone:
E-mail:

Agent Authorized by the Owner to file the Application (if applicable)

Name:
Street Address:
City & Province:
Postal Code:
Phone:
E-mail:

Which of the above is the Primary Contact: Owner Applicant Agent

Section 2:

PURPOSE OF THIS APPLICATION

Transfers:

Creation of New Lot Lot Addition Easement/Right of Way

Other:

A Correction of Title

Charge

Lease

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT

Person(s), if known, to whom land or interest in land is to be transferred:

MICHAEL LANDRY / SUZETTE LANDRY

If a lot addition, identify the land to which the lot addition will be added:

Number of new lots to be created: 2

Certificate of Consent: Will you be requesting a certificate of consent for both retained and severed parcels?

No Yes if 'Yes', you must provide a lawyer's statement that there is no land abutting the subject land that is owned by the owner of the subject land other than land that could be conveyed without contravening section 50 of the *Planning Act*.

Section 3:

SUBJECT LAND

Municipal Address:

Roll No. 4826-000-001-12505-0000

Legal Description: CON 6 RP 36 R 9510 PCL 532

PT
LOT: 6 PLAN: PARCEL:

PART(S):

Current Zoning: RURAL

Current Official Plan Designation: RURAL

Proposed zoning and/or official plan designation change?

No Yes if 'Yes', please provide details and complete the applicable application:

Are there any easements or restrictive covenants affecting the subject land?

No Yes if 'Yes', please list the description of each easement or covenant and it's effect:

Have the subject lands ever been or is now, part of an application for:

Official Plan Amendment: No Yes if 'Yes', File No. _____

Zoning Amendment: No Yes if 'Yes', File No. _____

Plan of Subdivision: No Yes if 'Yes', File No. _____

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT

Consent: No Yes if 'Yes', File No. 2010

Minor Variance: No Yes if 'Yes', File No. _____

Nearby Uses and Features

Are any of the following uses or features on the subject land?

Use or Feature	On the subject land	Within 500 meters of subject land, unless otherwise specified (indicate approximate distance)
An agriculture operation including livestock facility or stockyard	NO	YES - BUT NO LIVESTOCK NOT USED FOR AGRICULTURAL purposes
A Landfill	NO	NO
A Sewage treatment plant or waste stabilisation plant	NO	NO
Flood Plain	lowland	NO
A rehabilitated mine site	NO	NO
A non-operating mine site	NO	NO
TransCanada Pipeline and/or facilities (within 200 meters or 30 meters within a right-of-way) OR (700 meters of compressor station)	NO	NO
An active railway line, municipal/federal airport, utility corridors, heritage buildings	NO	NO
Aggregate removal area (Pits and Quarries)	NO	NO

Natural Heritage Feature or Area	On the Subject Property	Within distance from subject property (indicate approximate distance)
Significant habitat of endangered and threatened species	NO	120 meters
Significant wetlands	NO	120 meters
Significant wildlife habitat	NO	120 meters
Significant areas of natural and scientific interest- earth science	NO	50 meters
Fish habitat	NO	120 meters
Watercourse or body of water	NO	120 meters

Re-submission of an Application

If this application is a re-submission of a previous consent application, describe how it has been changed from the original application:

N/A

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT

Section 4:
RETAINED & SEVERED LAND(S)

RETAINED

Frontage (meters): 424 m. Depth (meters): 389 m

Area (m² or HA): 277,000 Sq.m / 27.7 Ha

SEVERED

1. Frontage (meters): 60.96m Depth (meters): 251

Area (m² or HA): 13,300 / 1.5 Ha

2. Frontage (meters): 137.33m Depth (meters): 251

Area (m² or HA): 34,469 Sq.m / 3.4 Ha

3. Frontage (meters): _____ Depth (meters): _____

Area (m² or HA): _____

Existing use or proposed use of the property

RETAINED: RURAL / RESIDENTIAL

Existing use or proposed use of the property

SEVERED: RURAL / RESIDENTIAL

Existing/Proposed buildings/structures (in metric units)

RETAINED:

Type: _____ Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____

Type: _____ Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____
Attach additional page if necessary

Existing/Proposed buildings/structures (in metric units)

SEVERED:

Type: _____ Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____

Type: _____ Front lot line Setback: _____ Rear lot line setback: _____ Height: _____
Interior lot line setback: _____ Exterior lot line setback: _____ Dimensions: _____ Floor Area: _____
Attach additional page if necessary

Access:

RETAINED

- Provincial Highway
- Municipally Maintained Road- Year Round
- Municipally Maintained Road- Seasonal
- Municipal Road- Year Round
- other Public Road (specify): _____
- Right of Way (specify & if applicable, provide legal use): _____

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

APPLICATION FOR CONSENT

Water Access only

Access:

SEVERED

Provincial Highway

Municipally Maintained Road- Year Round

Municipally Maintained Road- Seasonal

Municipal Road- Year Round

other Public Road (specify): _____

Right of Way (specify & if applicable, provide legal use): _____

Water Access only

If access to the subject land is by private road, or if "other public road" or "right of way" please indicate who owns the land or road, who is responsible for maintenance and whether it's maintained seasonally or all year:

If Water Access, please list the parking and docking facilities used or proposed to be used as well as the approximate distance from the subject lands and the nearest public road.

Water Supply:

RETAINED

Privately-owned and operated individual well

Privately-owned and operated communal well

Lake or other body of water

Public owned and operated piped water system

Other means (specify): _____

Water Supply:

SEVERED

Privately-owned and operated individual well

Privately-owned and operated communal well

Lake or other body of water

Public owned and operated piped water system

Other means (specify): _____

Sewage Disposal:

RETAINED

Privately owned and operated individual septic

Privately owned and operated communal septic system

Public owned and operated sanitary sewage system

Privy

Sewage Disposal:

SEVERED

Privately owned and operated individual septic

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT

Privately owned and operated communal septic system
 Public owned and operated sanitary sewage system
 Privy

Storm Drainage:

RETAINED

Sewers
 Ditches
 Swales
 Other (specify): _____

Storm Drainage:

SEVERED

Sewers
 Ditches
 Swales
 Other (specify): _____

Other Information that may be of use:

Driveways with culverts are already existing in regard to the two proposed severed lots and also in regard to the retained portion south of the lot to be retained

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
APPLICATION FOR CONSENT

DECLARATION OF APPLICANT(S)

Affidavit or Sworn Declaration

I/We GERARD LANDRY of the Township of Bonfield in the District of Nipissing make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the TOWNSHIP of BONFIELD in the District of NIPISSING this 17TH day of December, 2025.


Signature of Commissioner of Oaths


Signature of Applicant

Signature of Commissioner of Oaths

Signature of Applicant

AUTHORIZATION

Consent of owner(s) to the use and disclosure of personal information

I/We GERARD LANDRY am/are the owner(s) of the land that is the subject of this consent application for the purposes of the Freedom of Information and Privacy Act, I/We authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the *Planning Act* for the purposes of processing this application.

17 December 2025
Date


Signature of Owner

Date

Signature of Owner

TO BE COMPLETED If the applicant(s) is not the owner(s) of the land that is the subject of this application
N/A

Authorization of Owner(s) for agent/purchaser to make application and provide personal information

I/We, Gerard Landry, am/are the owner(s) of the land that is subject of this application and I/we authorize _____ (name of agent/purchaser) to make this application on my/our behalf and for the purposes of the Freedom of Information and Protection of Privacy Act provide any of my personal information that will be included in this application or collected during the processing of this application.

Date

Signature of Owner

Date

Signature of Owner

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

APPLICATION FOR CONSENT

Consent of Owner(s), Permission to Enter

I/We GERARD LANDRY being the owner(s) of the subject land of this application hereby authorize Municipal Staff, Planning Advisory Committee Members and the North Bay Mattawa-Conservation Authority to enter onto the subject property for the sole purpose of gathering necessary information (e.g. site inspection, photos etc.) to evaluate this application.

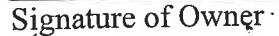
17 December 2025

Date



Signature of Owner

Date



Note: Please have the subject property marked using wooden stakes with bright paint in order to assist any staff or Committee Members with site inspections. Failure to properly identify the subject property may result in a deferral of the application.

FOR OFFICE USE ONLY

Date received by Planning & Development Department: 17 December 2025

Date Complete Application received: 17 December 2025

REQUIRED SKETCH

This application must be accompanied by a sketch, drawn in metric units, black and white, showing EXISTING and PROPOSED building(s) and structure(s) on the subject property detailing the following information:

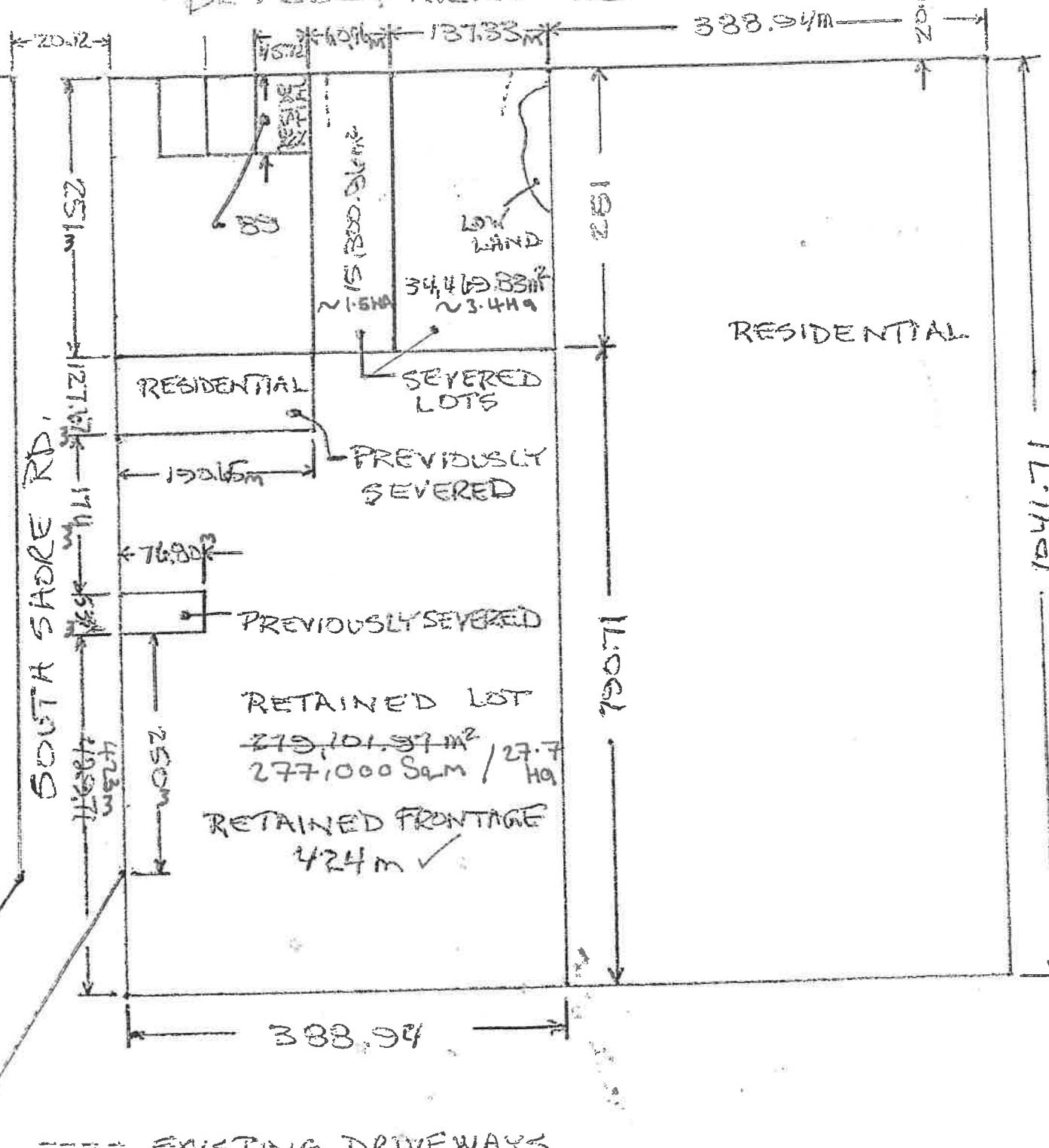
1. The boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land.
2. The approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.
3. The boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained, clearly identified as "retained" and "severed".
4. The location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
5. The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application.
6. The current uses of land that is adjacent to the subject land (for example, residential, agricultural, or commercial).
7. The location, width, and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way.
8. If access to the subject land will be by water only, the location of the parking and boat docking facilities to be used.
9. The location and nature of any easement affecting the subject land.

Note: Where it is determined that a sketch will not adequately provide the information required, it may be necessary to provide a plan prepared by an Ontario Land Surveyor.

Note: Please have the front of the subject property marked using wooden stakes with bright paint in order to assist any Committee Members or Municipal Staff with site visits.

VACANT RESIDENTIAL LAND

DEVELOPMENT RD



----- EXISTING DRIVEWAYS

DITCHES ON BOTH FRONTAGE OF SEVERED & RETAINED LOT
BONFIELD CON 6 E PT LOT 6; AND RP 36R9510 PART 1, PCL532

DESCRIPTION

DRAWING REFERENCE: 001
SITE PLAN SKETCH FOR PLANNING
PURPOSES, DEC 17, 2023