

CORPORATION OF THE TOWNSHIP OF ARMOUR

**ORIGINAL SHORE ROAD ALLOWANCE CLOSING
AND
ORIGINAL ROAD ALLOWANCE CLOSING**

POLICY AND PROCEDURES

SCHEDULE "A"

EXPLANATION:

Council is prepared to consider applications to close and convey road allowances and shore road allowances. This involves a number of legal procedures and expenses, and is the policy of the Township of Armour that the applicants for such road closings and shore road closings and conveyances should be responsible for these costs, even in cases where, after some expenditures have been made, valid objections bar the sale.

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

FISH HABITAT: Council will not close and convey shore road allowance located within Type 1 Fish Habitat.

PROCEDURES: The following list of procedures is not exhaustive, but will give the applicant an insight as to the steps, which must be considered..

1. Completion of application by the applicant.
2. Consideration of application by Council, and if approved submit administration fee as required in application.
3. Applicant to order Surveyor's Reference Plan.
 - A. Draft reference plan to be sent to the Municipality for consideration.
 - B. If approved, Plan to be registered in Registry Office in Parry Sound.
4. Municipality to:
 - A. Obtain clearances and/or easements from Public Works Canada, Ministry of Transportation, Hydro One and Bell Canada
 - B. Prepare notices for posting and public advertising for four consecutive weeks
 - C. Prepare by-law

TOWNSHIP OF ARMOUR

SCHEDULE "B"

APPLICATION TO CLOSE AND PURCHASE

- ROAD ALLOWANCE
- SHORE ROAD ALLOWANCE
NAME OF LAKE _____

DATE: _____

NAME: _____

MAILING ADDRESS: _____

CIVIC ADDRESS: _____ ROLL # _____

TELEPHONE #'S _____

LEGAL DESCRIPTION OF PROPERTY _____

ROAD ACCESS _____

1. I/We hereby apply to the Corporation of the Township of Armour for the closing and conveying of that portion of the Original road or shore road allowance abutting my property, and have the same transferred to the above name (s).
2. I/We agree to pay all Township administration, advertising, legal, etc. fees involved in the above transaction, plus the rate per foot frontage, as established by the Township policy.

Submitted herewith is the following:

- a. Administration fee of \$ 300.00
- b. Deposit for expenses of \$ 300.00

.....
SIGNATURE OF APPLICANT

.....
DATE

.....
SIGNATURE OF APPLICANT

.....
DATE

Name to appear on Deed & D.O.B.

Name to appear on Deed & D.O.B.

5. Council meeting at which by-law is read
 - A. If no objections, passage of by-law.

6. Preparation of Deeds by municipal solicitor
 1. Subsearch before registration
 2. Payment of costs
 3. 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 road allowance closing and the following are per lot:

ADMINISTRATION FEE	\$ 300.00
PURCHASE PRICE - priced per foot frontage	\$ 5.00
- minimum	\$ 300.00
ESTIMATED ADVERTISING COSTS	\$ 300 - 400.00
ESTIMATED LEGAL COSTS	\$ 700 - 900.00
ESTIMATED COST FOR DEED	\$ 200 - 300.00

The applicant must also consider the cost of the 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 nine to twelve months.