



The Corporation of The Township of Southgate

Consent Application Form Effective February 9, 2026

Instructions:

- Please check all applicable boxes and answer all applicable questions.
- Several of the questions are part of the minimum mandatory requirements as prescribed in Schedule 1 to Ontario Regulation 41/95, Planning Act, and must be completed.
- Failure to provide adequate, correct information may result in your application being refused.
- All measurements MUST be in metric units. (Imperial Units will not be accepted)
- Additional information may be attached if necessary.
- Incomplete applications will be returned.
- The Township reserves the right to ask for more information or clarification pertaining to this application at a later time.
- Applications are not accepted without the required fees.

For office use only

File No: B10-26

Pre-Consult Date: _____

Date received: _____

Date accepted: _____

Accepted by: _____

Roll # 42 07 09000210780

Conservation Authority Fee

Required: _____

Other information: _____

Potential applicants are strongly encouraged to consult with the Planning Department prior to submitting any planning application. For the initial pre consultation meeting, please provide a drawing or sketch of your proposal accompanied by a written description.

The Approval Authority is the *Township of Southgate Committee of Adjustment*

Required Fees:

Pre-Consultation Review Fee	\$ 500.00 due prior to the application being submitted
Contingency Fees (refundable)	\$ 2000.00 due prior to the application being submitted
Application Fees	\$ 1,663.00 due with submitted application
	\$ 313.00 due on completion (if approved)
Public Notice Sign Fee	\$ 151.00
Parkland Dedication Fee	\$ 3,650.00 (all new residential lots)
Deed Stamping	\$ 396.00 due before finalization of approved consent
Conservation Authority Fee	SVCA \$ 600.00 (per each net lot created) GRCA – Call directly for details
County of Grey Review Fee	\$400.00

Note on fees:

The application fees were adopted and approved under the Township of Southgate's Fee's and Charges By-law and will only be accepted once the application is deemed complete by the Township of Southgate Planning Department.

All required application fees shall be paid in cash or by cheque made payable to the Township of Southgate at the time of submission of the application.

Please review the required Conservation Authority fees prior to submitting your application. Saugeen Valley Conservation Authority requires their fee to be submitted to the Township of Southgate along with this application.

In the event that all fees are not paid in full at the time of submission, the application shall be deemed incomplete.

Part One

Owner/Agent/Application Information

*To be completed by the applicant

1. Name of registered owner: Gene and Angine Matthews

Mailing address: 185478 Grey Road 9, Dundalk, ON N0C 1B0

Phone#: (H) (B)

Email Address:

2. Name of applicant (if different than above): Ron Davidson Land Use Planning Consultant Inc.

Mailing address: 265 Beattie Street, Owen Sound, ON N4K 6X2

Phone#: (519) 371-6829 Email: ronalddavidson@rogers.com

Applicant's Relationship to Subject Lands:

- Registered Property Owner
- Holder of Option to Purchase Subject Lands
- Signing Officer of Corporation
- Other (Specify) Planning Consultant

3. Name of agent:

Mailing address:

Phone#: Email:

4. Send all correspondence to: (Choose only ONE) Applicant Agent

5. Preferred Method of communication: Phone email Postal Mail

Part Two

The Subject Lands

6. Subject Land: (Legal Description)

NOTE: On this form "SUBJECT LAND" means the parcel to be severed & the parcel to be retained.

Former Municipality Township of Proton

Road Name Grey Road 14 Civic Address (911) No. 112403

Lot No. Part Lot 13 Plan/Concession 12

Part Reference Plan No.

Part Block A, Lots 18, 19, 29-33, Part Lots 15-17, 20, 21, 25-28, Part William Street and Part Isaiah Street, Plan 321

7. Description of Subject Land:

a) Existing use of the subject land:

- Agricultural Rural Commercial/Industrial Residential
- Other(explain) Vacant, grass lawn

b) Existing buildings None

c) Is the "subject land" presently subject to any of the following: No

- Easement Restrictive Covenants Right of Way

Describe:

NOTE: all existing easements and right of ways must be shown on the sketch.

Part Three
The Proposal

8. Proposal

Dimensions of land intended
to be SEVERED

Frontage 31 metres

Depth 68.3 +/- metres

Area 2117 m2 +/- hectares

Dimensions of land intended
to be RETAINED

Frontage 11.21 +/- metres

Depth Irregular metres

Area 2.75 +/- hectares

*These dimensions must be accurate

9. Reason for severance

(a) Reason for severance To create a residential lot

- i) New Lot ☒
- ii) Lot Addition ☐ (Question # 12 to be completed)
- iii) Lease/Charge ☐
- iv) Easement/Right of Way ☐

☐ Bell Canada	☐ Hydro
☐ Water Access	☐ Gas
☐ Other (Specify) _____	

v) Correction of Title ☐

vi) Other ☐ Specify _____

(b) Name of person(s), if known, to whom land or interest in land is to be transferred,
leased or charged: To be determined

Address: _____

10. Proposed use of land to be severed

Existing buildings None

Proposed buildings Detached dwelling

☐ Non-farm residential	☐ Surplus farm dwelling
☐ Agricultural	☐ Agricultural related
☐ Hobby Farm	☐ Commercial/Industrial
☐ Other (Specify) _____	

11. Proposed use of land to be retained

Existing buildings None

Proposed buildings School and church

☐ Non-farm residential	☐ Surplus farm dwelling
☐ Agricultural	☐ Agricultural related
☐ Hobby Farm	☐ Commercial/Industrial
☐ Other (Specify) _____	

12. Original lot being added to (lot addition only): Not applicable

Existing buildings/structures: _____

Use: _____

Access: _____

Servicing: _____

13. Road Access:

	Severed Parcel	Retained Parcel
Provincial Highway(Provide Road Number)	☐	☐
County Road (Provide Road Number)	☒ 14	☒ 14
Southgate Road (Provide Road Number)	☐	☐
Non-maintained/seasonally maintained Municipal road allowance	☐	☐
If access is from a non-maintained or seasonally maintained road allowance has an agreement been reached with the municipality regarding upgrading of the road? ☐ YES ☐ NO		
Private Right-of-Way	☐	☐

14. Servicing:

a) What type of water supply is proposed?

	Severed Parcel	Retained Parcel
Municipally owned/operated water supply	☐	☐
Lake/River	☐	☐
Private well - Individual	☒	☒
Private well - Communal	☐	☐
If proposed water supply is by private well, are the surrounding water well records attached? ☐ YES ☒ NO		

b) What type of sewage disposal is proposed?

	Severed Parcel	Retained Parcel
Municipally owned/operated sanitary sewers	☐	☐
Individual Private Septic	☒	☒
Communal Private Septic	☐	☐
Privy	☐	☐
Other (Specify)	☐	☐

c) Other services (check if any of these services are available to the “subject land”)

Electricity ☒ School Bus ☒ Telephone ☒ Garbage Collection ☒

15. Agricultural property history Not applicable as lands are located within a designated settlement area, and therefore compliance with the MDS formulae is not relevant

If this property is Agricultural in nature or located within 450m (1476 feet) of a barn or livestock facility, **you must complete Schedule "A"**, found at the end of this application. (Exception for minor lot line adjustment).

Part Four
Statement of Compliance

16. Applicable legislation and policies

a) Is this application consistent with policy statements issued under subsection 3 (1) of Planning Act? ☒ Yes ☐ No

b) Is the subject land within an area of land designated under any provincial plan or plans? ☐ Yes ☒ No

i) If the answer to section b) is yes, does this application conform to, or not conflict with, the applicable provincial plan or plans. ☐ Yes ☐ No

c) Please indicate the existing Southgate Official Plan designation(s) of the subject land:

☐	Agriculture	☐	Space Extensive Industrial/Commercial
☐	Rural	☐	Mineral Aggregate Extraction
☒	Village Community	☐	Hazard Lands
☐	Inland Lakes	☐	Wetlands
☐	Major Open Space	☐	Neighbourhood Area
☐	Arterial Commercial	☐	Downtown Commercial
☐	Industrial	☐	Public Space
☐	Special Policy Area		

d) Please indicate whether any of the following Constraint Areas in Southgate Official Plan apply to the subject land: Not applicable

☐	Primary Aggregate Resource Areas	☐	ANSI
☐	Existing/known abandoned Land Fill Sites	☐	Deer wintering yard

e) Does the application conform to the Southgate Official Plan? ☒ Yes ☐ No

f) Has any land been previously severed from the original parcel of land? ☒ Yes ☐ No If yes, how many severances? Unknown. Presumably several lots have been severed.

Indicate year, file #'s, if known Unknown

g) Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision under the Planning Act? ☐ Yes ☒ No ☐ Unknown

h) Is the application being submitted in conjunction with a proposed County Official Plan Amendment? ☐ Yes ☒ No

i) Is the application being submitted in conjunction with a proposed Southgate Official Plan Amendment? ☐ Yes ☐ No

j) Has an application for a zoning by-law amendment, or a minor variance, been submitted to/or approved by the Township of Southgate? ☒ Yes ☐ No

i) If yes, please provide some additional information:

File # TBD Submitted X Approved

File # Submitted Approved

Part Five

Authorization and affidavit

18. Owner's Consent (Freedom of Information):

In accordance with the provision of the Planning Act, it is the policy of the Municipality to provide public access to all development applications and supporting documentation. In submitting this development application and supporting documentation

I(we), Gene Matthews and Angie Matthews
name of owner(s)

hereby acknowledge the above-noted and provide my/(our) consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, as well as commenting letters of reports issued by the municipality and other review agencies will be part of the public record and will also be available to the general public.



AUG 24, 2026
date
Aug 24, 2026
date

19. Owner authorization for agent

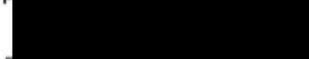
I/we Gene and Angie Matthews

authorize Ron Davidson

to act as our agent(s) for the purpose of this application



Signature of Owner



Signature of Witness

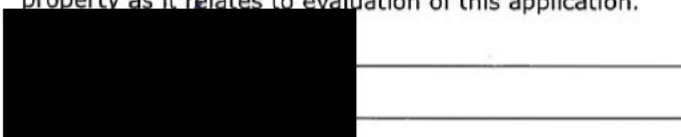
Dated at the Township of Southgate,

this 24 day of August, 2026.

20. Owners authorization for access

I/we Gene and Angie Matthews

Hereby do permit Township staff and its representatives to enter upon my/our lands during regular business hours for the purpose of performing inspections of the subject property as it relates to evaluation of this application.



AUG 24, 2026
date
Aug 24/26
date

21. Affidavit or sworn declaration

Note: This Affidavit must be signed in the presence of a Commissioner for Taking Oaths.

I/ (We) Ron Davidson

Name of Owner(s) or Authorized Agent

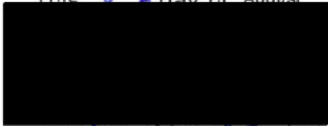
of the City of Owen Sound in the County of Grey
city/township/municipality *county/region*

Solemnly declare that all statements contained in this application and all the information provided is true, and I/we make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the:

City of Owen Sound in the County of Grey
city/township/municipality *county/region*

This 24 day of August, 2026



Signature of Owner or Authorized Agent

Aug 24/26
Date

Signature of Owner

Date



Signature of Commissioner

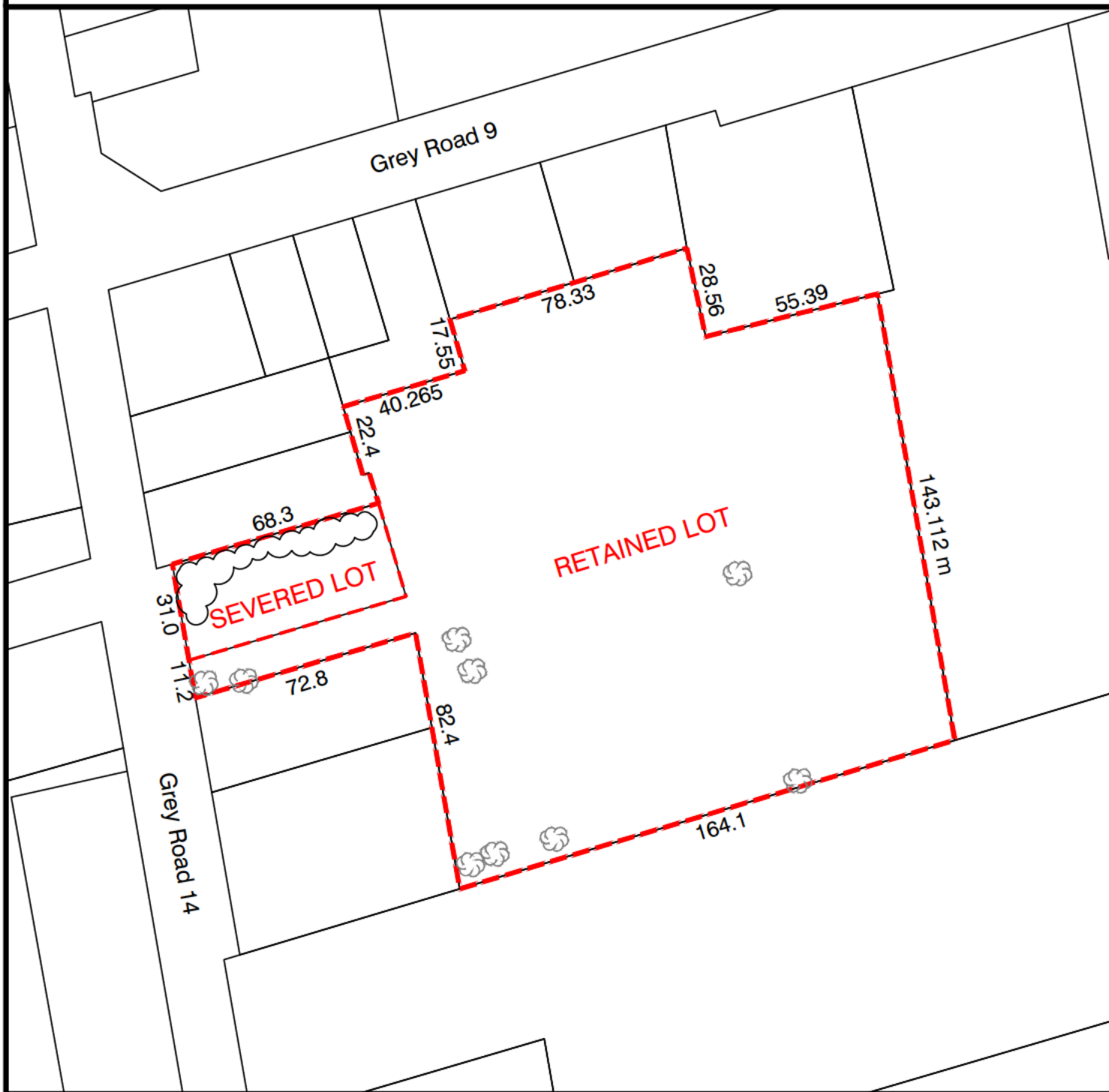
Aug 24/26
Date

Heather Ann Waite, a Commissioner, etc.,
 Province of Ontario, for Andrew Drury
 Law Professional Corporation.
 Expires March 4, 2028.

Return this completed form and payment to:
 Attention: Committee of Adjustment
 Township of Southgate
 185667 Grey Road 9, RR 1
 Dundalk Ontario
 N0C 1B0

Proposed Severance

 Subject Lands



112403 Grey Road 14
Hopeville, Ontario

RD **RON DAVIDSON**
LAND USE PLANNING CONSULTANT INC
OWEN SOUND, ONTARIO
SCALE 1:1800