



What is a Consent to Sever?

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A consent to sever is a process to permit land division. Consent to sever (also known as severance) is under the authority of the County of Lanark's Land Division Committee.

The consent of the County's Land Division Committee is required in order to create a new lot or lots, establish rights-of-ways or easements, mortgage a portion of a property, discharge a mortgage over a portion of a property or enter into a lease for a period of 21 years or more.

The Municipality of Mississippi Mills Planning staff provide formal comments to the County Land Division Committee on each severance application. These formal comments are a Planning Report which reviews the severance application in light of Mississippi Mills' Official Plan, Zoning By-law and other policies and requirements.

For information on the County's Land Division Committee, please visit their website here:

[Development and Land Use Planning - Lanark County](#)

What is the application process?

Step One: Pre-application meeting

Before filing an application, applicants should speak with a Mississippi Mills Planner to discuss the requirements of the Zoning By-law and the Official Plan, to ensure that severance would be supported.

To submit a consent inquiry form, please visit the website under [Severances \(consent to sever\)](#)

Applicants should also discuss the proposal and any conditions of approval that may be imposed. Applicants are also strongly encouraged to speak with their neighbours prior to filing an application.

Step Two: Public notification

Once the County considers the application complete, it will prepare a notification sign to be posted on the lands affected by the proposed consent.

The County of Lanark assigns a hearing date, and the County Planning staff notifies all property owners within 60 metres of the subject property of the application.

Step Three: Public hearing

Several applications are considered at one public hearing. The Committee may ask the applicant to explain the proposal and answer any questions. Then the Committee will invite other parties to speak in support of, or in opposition to, the application. Anyone wishing to receive a copy of the Committee's written decision should complete a Request for Decision Form and give it to Committee staff at the hearing.

Step Four: Committee decision and appeal period

The Committee considers the Municipality's comments and other agency comments and the opinion of public delegations and may render a decision, adjourn the application or reserve its decision.

The Land Division Committee is authorized to grant a consent if the criteria, established under the Planning Act, are met.

The criteria include:

- Whether the proposed severance is premature or in the public interest
- The dimensions and shapes of the proposed lots
- The suitability of the land for the purposes for which it is to be subdivided
- The adequacy of utilities and municipal services
- Conservation of natural resources and flood control

The Committee's written decision, which will be issued within 10 days of the hearing, may include conditions of approval.

The Applicant will have two years from the date of the Committee's decision to satisfy the conditions. Otherwise, the consent will lapse. This decision, including the imposition of conditions, may be appealed to the Ontario Land Tribunal (OLT) by an agency, the Municipality or the property owner.

For More Information:

For information regarding a specific application, please visit or contact the Planning Department between 8 a.m. and 4 p.m. on weekdays or by emailing the Planning Clerk, Roxanne Sweeney at rsweeney@mississippimills.ca :

3131 Old Perth Road, Box 400 Almonte, ON K0A 1A0

Tel.: 613-256-2064

How to Get Involved

- Submit written comments to the Secretary-Treasurer of the Committee at the County
- Make a presentation when the proposed consent to sever is presented for review at a public hearing. Be prepared to come with information about how you believe the proposal impacts you.
- It is important to note that the Committee is not mandated to deal with:
 - Private disputes between neighbours
 - Demolition and construction related activities
 - Property standards issues
 - Forestry and urban tree issues, including tree cutting and removal
 - Rights to a view
 - Capacity of municipal services
 - Grading and drainage issues
- Under the Planning Act, only agencies, the Municipality or the applicant can appeal a Decision of the Committee of Adjustment to the Ontario Land Tribunal (OLT).