



County of Bruce Planning & Development Department

Application Form For The Approval Of a Part Lot Control Exemption By-Law

Note to Municipalities

This form is to be used by Municipalities for the approval of a Part Lot Control Exemption By-law where the County of Bruce is the approval authority. In this form, the term “subject land” means the land which is the subject of the proposed By-law.

Instructions

Section 50(5) of the Planning Act, 1990 prevents parts of lots or blocks on a registered plan of subdivision from being conveyed, mortgaged or entered into an agreement of purchase, and sale without municipal approval if abutting land is being retained.

The two mechanisms available under the Planning Act which permit a landowner to sell part of a lot or block on a registered plan are through Section (53) dealing with Consents (severances) or Section 50(7) dealing with Exemption from Part Lot Control.

An application for exemption from Part Lot Control will generally only be considered appropriate when it has been deemed that an application for consent is not necessary.

Application Requirements:

The following information is to be submitted when filing a request for exemption from part-lot control with the County of Bruce:

- 1 copy of the completed Application Form.
- Application Fee: **\$860 per lot or block created/enlarged** payable to Treasurer, County of Bruce.
- 2 copies of a Registered Reference Plan showing each new lot or block.
- 2 copies of a surveyors sketch showing:
 - a) all existing buildings and all setbacks if applicable;
 - b) frontage at the street line and at the front yard setback line of the zoning by-law;
 - c) area of each part shown on the reference plan;
 - d) use of each part (i.e., easements, right of way etc.).
- Certification from a surveyor indicating that the proposed new lot lines do not conflict with the location of lateral services, drainage/stormwater management plans or proposed site plans.
- 2 copies of a site plan if applicable.
- When serviced by private septic, verification from the Bruce Grey Health Unit (where applicable) that the new lots or blocks are appropriate for the proposed development.
- 1 copy of the full scale plan of the registered plan of subdivision showing the lots or blocks to be subject to the proposed By-law outlined in red

Additional information may be required by the County of Bruce Planning Department before an application can be processed or finalized. The applicant will be notified should this be the case.

General Information

If this application does not conform to the Municipal Zoning By-law and/or Official Plan, an Official Plan Amendment, rezoning or minor variance application must be submitted, approved and finalized prior to the County of Bruce approving a Part Lot Control Exemption By-law.

For Help You May Contact:

The **PENINSULA OFFICE** serves the following local municipalities:

MUNICIPALITY OF ARRAN-ELDERSLIE (former Arran, Elderslie, Tara, Paisley and Chesley);
MUNICIPALITY OF NORTHERN BRUCE PENINSULA (former Eastnor, Lindsay, St. Edmunds and Lion's Head); and
TOWN OF SOUTH BRUCE PENINSULA (former Albemarle, Amabel, Hepworth and Wiarton)

Bruce County Planning & Development Department
268 Berford Street, Box 129,
WIARTON, Ontario N0H 2T0
PHONE: (519) 534-2092
FAX: (519) 534-1174
Email: jvandorp@brucecounty.on.ca

The **INTERIOR OFFICE** serves the following local municipalities:

MUNICIPALITY OF BROCKTON (former Township of Brant, Township of Greenock and Walkerton)
TOWNSHIP OF HURON-KINLOSS (former Huron, Kinloss and Lucknow); and
MUNICIPALITY OF SOUTH BRUCE (former Mildmay, Carrick, Teeswater and Culross);

Bruce County Planning and Development Department
30 Park Street, P. O. Box 848, WALKERTON, Ontario, N0G 2V0
PHONE: (519) 881-1782
FAX: (519) 507-3030
E-MAIL: dsmith@brucecounty.on.ca

The **LAKESHORE OFFICE** serves the following local municipalities

MUNICIPALITY OF KINCARDINE (former Kincardine Township, Bruce, Tiverton and Kincardine);
TOWN OF SAUGEEN SHORES (former Saugeen, Port Elgin and Southampton).

Bruce County Planning and Development Department
30 Park Street, P. O. Box 848, WALKERTON, Ontario, N0G 2V0
PHONE: (519) 881-1782
FAX: (519) 507-3030
E-MAIL: lbarrie@brucecounty.on.ca



File Number: _____

Date Received: _____

Application Form for the Approval of a Part Lot Control Exemption By-Law

1. Purpose of Application (please check appropriate box)

- ! Minor redesign to lots or blocks in a Registered Plan of Subdivision
- ! Sale of a part lot that was created due to a road widening where abutting land is retained
- ! Creation of new individual lot(s) for single, semi-detached or row houses
- ! Creation of servicing easements in a Registered Plan of Subdivision
- ! Long term lease for land in a shopping center on a Registered Plan
- ! Other – describe _____

2. Registered Owner(s) (as registered on title)

Name: _____ Telephone: (____) _____
 Address: _____ Fax: (____) _____
 Postal Code: _____

3. Applicant

Name: _____ Telephone: (____) _____
 Address: _____ Fax: (____) _____
 Postal Code: _____

4. Solicitor/Agent (if any)

Name: _____ Telephone: (____) _____
 Address: _____ Fax: (____) _____
 Postal Code: _____

5. Send Correspondence To? (Correspondence will be forwarded to only one selection)

Registered Owner [] Applicant [] Solicitor/Agent []

6. List of any mortgage, charge or encumbrance on the property

Name: _____ Telephone: (____) _____
 Address: _____ Fax: (____) _____
 Postal Code: _____

7. Legal Description of Property:

Municipality: _____ Former Municipality: _____

Lot Number(s): _____ Registered Plan No: _____ Year Registered: _____

Part Number(s): _____ Reference Plan Number: _____

Street/911 Address: _____ Assessment Roll #: _____

8. Official Plan designation of the subject property:

9. Zoning By-Law designation of the subject property:

10. Proposed use of land and buildings

11. Site Information (attach separate sheet if more than one lot) A survey is required.

Lot Frontage (m) _____ Interior Side Yard (m) _____

Lot Depth (m) _____ Exterior Side Yard (m) (corner lot) _____

Lot Area (m²) _____ Landscaped Open Space (%) _____

Lot Coverage (%) _____ No. of Parking Spaces _____

Front Yard (m) _____ Width of Planting Strip (m) _____

Rear Yard (m) _____ Driveway width (m) _____

12. Status of Other Applications Under the Planning Act

Are there any other applications under the Planning Act, including applications before the Ontario Municipal Board, for approval of an official plan amendment, a zoning by-law amendment, Minister's zoning order amendment, a minor variance, a plan of subdivision, a consent, or a site plan control agreement?

13. Current and Previous Use of the Subject Land

What is the current use and previous use of the subject land?

Current use(s): _____

All previous known uses: _____

14. Declaration

I, _____ of the _____, in the _____, hereby solemnly declare that the statements made herein are to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

Date: _____
Signature of Owner(s): _____
OR Signature of Agent or Applicant: _____

Sworn (or declared) before me at the _____
in the _____ this _____ day of _____ 20____

Commissioner of Oaths

Deponent (or Declarant)

**Corporation of the County of Bruce
In the Matter of an Application for Part Lot control Exemption**

I, _____ being the ()Registered Owner(s), () Executor/Executrix, () Signing Corporate Officer(s) of the lands for which application is to be made, hereby authorize and direct _____ to act as my agent and on my behalf to apply to the Corporation of the County of Bruce for a Part Lot Control By-law Exemption for the lands herein described as:

Municipality: _____ Former Municipality: _____
Lot Number(s): _____ Registered Plan No: _____ Year Registered: _____
Part Number(s): _____ Reference Plan Number: _____
Street/911 Address: _____ Assessment Roll #: _____

SIGNED, SEALED AND DELIVERED
in the presence of

Signature

Date