

# CITY OF KAWARTHA LAKES

## APPLICATION FOR EXEMPTION OF PART LOT CONTROL

(under Section 50 of the *Planning Act*, R.S.O., 1990 c. P.13)

FILE NO.: \_\_\_\_\_

### Information to Applicants:

The application must be complete at the time of submission. Dark blue or black ink only – do not use pencil. If submitting photocopies of your application, the **original copy must also be filed**. A checklist is provided on Page 6 of this application form which lists the necessary attachments. Incomplete applications will not be accepted. Applications to the Planning Committee are processed in accordance with Provincial Legislation and information provided by the applicant(s). **It is, therefore, the responsibility of the applicant(s) to ensure the accuracy and completeness of the application prior to its submission to this office to avoid any misunderstandings at the meeting or in the future.**

**All initial and revised background reports and drawings associated with this application must be submitted to the Planning Division for circulation to agencies for review. Agencies have been asked to not review materials associated with this application unless they are received from the Planning Division.**

**The application fees include all mileage costs for site inspections within the City's limits. In remote areas where site access is only possible through an adjacent municipality, the applicant will be responsible for that portion of necessary mileage incurred by Staff outside of the City's municipal boundaries.**

### For Assistance:

The applicable Official Plan and Zoning By-Law should be consulted by the applicant when preparing an application for Exemption of Part Lot Control.

For additional information, please contact the City of Kawartha Lakes Development Services Department – Planning Division, 2<sup>nd</sup> Floor, 180 Kent Street West, Lindsay, Ontario K9V 2Y6 or by telephone at (705) 324-9411 Ext. 1246 between 8:30 a.m. and 4:30 pm.

Please See FIGURE 1 Attached – Exemption from Part Lot Control Process.

The undersigned hereby applies to the City of Kawartha Lakes under Section 50 of the *Planning Act*, R.S.O., 1990, c.P.13.

1. **DATE OF APPLICATION:** \_\_\_\_\_

### 2. OWNER INFORMATION:

Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone #: ( ) \_\_\_\_\_ Fax #: ( ) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### 3. APPLICANT/AGENT INFORMATION:

Name of Applicant or Agent: (if other than the Owner)

**Note:** An Owner's Authorization is required in Section 14.1 of this application if the applicant is not the owner.

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone #: ( ) \_\_\_\_\_ Fax #: ( ) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Please check to whom all communications should be sent: Owner  Applicant  Agent



**9. DESCRIPTION OF LAND INTENDED TO BE EXEMPTED FROM PART LOT CONTROL:**

Land Intended to be Exempted (provide detailed plans illustrating location of centre wall, etc. for each subject lot included in a Plan of Subdivision)

Lot #(s): \_\_\_\_\_

Plan #: \_\_\_\_\_

Lot A: Frontage: \_\_\_\_\_ metres Depth: \_\_\_\_\_ metres Area: \_\_\_\_\_ square metres

Lot B: Frontage: \_\_\_\_\_ metres Depth: \_\_\_\_\_ metres Area: \_\_\_\_\_ square metres

Lot C: Frontage: \_\_\_\_\_ metres Depth: \_\_\_\_\_ metres Area: \_\_\_\_\_ square metres

Lot D: Frontage: \_\_\_\_\_ metres Depth: \_\_\_\_\_ metres Area: \_\_\_\_\_ square metres

Existing Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

**10. SERVICES:**

(a) ACCESS is provided to the subject land by: *(check appropriate space)*

Provincial Highway

Municipal Road

Private Road

Right of Way

Unopened Road Allowance

Other Public Road (specify) \_\_\_\_\_

Water Access

Maintenance

Public

Private

Year Round

Seasonal

Unmaintained

*(Where access to the subject land is by water only, on a separate page describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road).*

(b) WATER SUPPLY is provided to the subject land by: *(check appropriate space)*

City-owned/operated piped water system

Privately-owned/operated individual well

Privately-owned/operated communal well

Lake or other water body

Other means (specify) \_\_\_\_\_

(c) SEWAGE DISPOSAL is provided to the subject land by: *(check appropriate space)*

City-owned/operated piped sewer system

Private individual septic tank

City-owned/operated communal sewage system

Private communal sewage system

Privy

Other means (specify) \_\_\_\_\_

*(A certificate of approval for the septic system from the District Health Unit submitted with this application will facilitate the review.)*

(d) STORM DRAINAGE is provided to the subject land by: *(check appropriate space)*

Sewers

Ditches

Swales

Other means (specify) \_\_\_\_\_

(e) OTHER: *(check if the service is available)*

Electricity

Telephone

Cable

School Bussing

Garbage Collection

Recycling

**11. PREVIOUS APPLICATIONS:**

(a) Has the land ever been the subject of an application for approval of a plan of subdivision or a consent under the Planning Act ?

Yes  (File Number and Decision (if known)) \_\_\_\_\_  
No   
Unknown

(b) Has the owner previously severed any land from this holding ?

Yes   
Please indicate previous severance on the required sketch (described in the Applicant's checklist at the end of this application) and supply the following information relating to each lot severed:

Date of Transfer: \_\_\_\_\_  
Name of Transferee: \_\_\_\_\_  
Land Use on the Land Previously Severed: \_\_\_\_\_

No

**12. CURRENT APPLICATIONS:**

(a) Is the land subject of any other application for exemption of part lot control and/or consents simultaneously with this application and/or is the owner considering applying for additional exemption or consents in the future?

Simultaneously:  Yes  No  Unknown  
Future:  Yes  No  Unknown

(b) Is the subject land subject of any other application under the Planning Act, including any of the following? (please check):

- Minor Variance - File Number and Status (if Known): \_\_\_\_\_
- Consent - File Number and Status (if Known): \_\_\_\_\_
- Official Plan Amendment - File Number and Status (if Known): \_\_\_\_\_
- Zoning By-Law Amendment - File Number and Status (if Known): \_\_\_\_\_
- Minister's Zoning Order - File Number and Status (if Known): \_\_\_\_\_
- Approval of a Plan of Subdivision - File Number and Status (if Known): \_\_\_\_\_
- Other (please specify) - File Number and Status (if Known): \_\_\_\_\_

**13. OMB AND PEER REVIEW COSTS**

Applicants are responsible for the costs of third party OMB appeals and peer reviews. Deposits of \$2,000.00 are required upon receipt of an appeal and/or the request for peer review.

**14. AFFIDAVIT OR SWORN DECLARATION**

I, \_\_\_\_\_ of the \_\_\_\_\_

in the \_\_\_\_\_ 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 in respect of the application is true.

Sworn (or declared) before me at the \_\_\_\_\_, in the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Applicant

**15. AUTHORIZATIONS**

**15.1 CONSENT OF THE OWNER(S) FOR APPLICANT TO MAKE APPLICATION**

If the applicant is not the sole owner of the land that is the subject of this application, the written authorization of the make this application on owner(s), that the applicant is authorized to make the application, must be included or the authorization set out below must be completed by the owner(s).

I/WE, \_\_\_\_\_ am/are the owner(s) of the land that is the subject of this application and I/We authorize \_\_\_\_\_ to my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

**15.2 CONSENT OF THE OWNER(S) TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION**

I/WE, \_\_\_\_\_, am/are the owner(s) of the land that is the subject of this application for exemption of part lot control and for the purposes of the Freedom of Information and Protection of 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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purpose of responding to the initial application. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

**APPLICANT'S CHECKLIST**

The following **must** be included with the application to ensure completeness:

- 1 copy** of this **complete application** for each parcel to be severed to be filed with the Development Services Department;
- Appropriate fee** – Please refer to the City of Kawartha Lakes “Planning Application Fees” list.
- 1 copy** of the **Parcel Register** for each lot(s) and/or block(s) to be affected by the part lot control by-law.
- 1 copy** of a **sketch/survey\*** showing the following:
  - a.** the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
  - b.** the distance between the subject land and the nearest lot line or appropriate land mark;
  - c.** the boundaries and dimensions of the subject land, the part(s) that is/are to be severed and the part(s) that is/are to be retained;
  - d.** the location of all land previously severed from the parcel originally acquired by the current owner of the subject land (a copy of the plan of subdivision, registered plan, plan of survey or other plan which illustrates the existing lots and/or blocks to which the application applies);
  - e.** a second copy of the plan noted in **d.** above, which illustrates the parcels which will be conveyed if part-lot control is removed and the dimensions and areas of the proposed parcels.\*\*
  - f.** the approximate location of all natural and artificial features on the subject land and the location of any of these features on adjacent lands which may affect the application such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks, utilities;
  - g.** the existing use of adjacent land, such as residential, agricultural, commercial, institutional;;
  - h.** the location, width and names of all roads within or abutting the subject land, indicating whether it is a road allowance, right of way, public or private road;
  - i.** the location and nature of any restrictive covenant or easement affecting the subject land described in Section 7 of this application;
  - j.** if access is by water only, the location of the parking and boat docking facilities to be used.

\* Please note that should a sketch be provided rather than a survey, the dimensions illustrated on the sketch must be accurate. Should changes in dimensions occur on the survey it will be the responsibility of the owner/applicant to make further application at the expense of the owner/applicant to rectify any deficiency. If the application is approved, a registered plan of survey is required. If differences are noted between the sketch and the survey, it is the responsibility of the owner/applicant to have these differences rectified as advised by the Development Services Department.

\*\* After the application is submitted, the City may require that the owner or applicant provide a letter from a solicitor attesting that the subject lands are eligible to be exempted from part-lot control pursuant to the Planning Act.

Measurements on the sketch **SHALL** correspond to those identified in the application. Photocopies of your survey, if you have one, should be used. If no survey is available, a detailed hand-drawn sketch to scale is acceptable.

**In some cases, it may be appropriate to obtain professional services to determine the accuracy of your property dimensions.**

# FIGURE 1 EXEMPTION FROM PART LOT CONTROL PROCESS

