



**PLANNING DEPARTMENT**

988 County Road 10    Tel: (705) 932-9334  
 Millbrook, Ontario    Fax: (705) 932-3458  
 LOA 1G0

www.cavanmonaghan.net

<b>Application For Exemption of Part Lot Control</b> (Under Section 50 of the Planning Act, R.S.O., 1990 c. P. 13)			
Date of Application (DD / MM / YYYY):			
Owner Information			
Name of Owner:		Email Address:	
Address:	City:	Province:	Postal Code:
Telephone:		Fax:	
Applicant/Agent Information			
Name of Applicant or Agent (if different from the Owner):		Email Address:	
Address:	City:	Province:	Postal Code:
Telephone:		Fax:	
Please Check to whom all communication should be sent:			
<input type="checkbox"/> Owner	<input type="checkbox"/> Applicant	<input type="checkbox"/> Agent	
Type and Purpose of Proposed Transaction			
(a) Exemption of Part Lot Control for:			
<input type="checkbox"/> Creation of new lot(s)		<input type="checkbox"/> Easement(s)	
<input type="checkbox"/> Other (please indicate):			
(b) Other:			
<input type="checkbox"/> A Mortgage		<input type="checkbox"/> A Lease	
<input type="checkbox"/> A Charge		<input type="checkbox"/> A Correction of Title	
(c) Name of person(s) (purchaser, leasee, mortgagee, etc.) to whom land or interest in land is intended to be conveyed, leased or mortgaged (if known).			

<b>Location of Subject Land</b> (please provide details for each lot affected)	
Ward:	
Lot:	Concession:
Registered Plan No. (if applicable):	
Parts:	
Name of Street:	Street No.:
Assessment Roll No.: 1509	
<b>Zoning and Official Plan Information</b>	
(a) Present zoning:	
(b) Does the exemption result in parcels which comply with the provisions of the Zoning By-law (i.e. minimum lot frontage and lot area for the proposed use)?	
(c) What is the present Official Plan Designation of the subject land?	
<b>Easements and Covenants</b>	
Are there any easements or restrictive covenants affecting the subject lands?	
Please describe the easement or covenant and its effect.	
<b>Subdivisions Agreement</b>	
(a) Are the lands covered by Subdivision Agreement? <input type="checkbox"/> Yes <input type="checkbox"/> No	
(b) Will the Subdivision Agreement be in effect during the time the Part Lot Control By-law is in effect? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Description of Land Intended To Be Exempted From Part Lot Control</b>	
Land intended to be exempted (provide detailed plans illustrating location of centre wall, etc. for each lot included in the Plan of Subdivision)	
Lot No.:	Plan No.:
Lot A:	Lot B:
Frontage:	Frontage:
Depth:	Depth:
Area:	Area:
Lot C:	Lot D:
Frontage:	Frontage:
Depth:	Depth:
Area:	Area:
Existing Use:	Proposed Use:

**Services**

(a) Access is provided to the subject land by:

- Provincial Highway       County Road       Municipal Road
- Right-of-Way       Unopened Road Allowance

(b) Water supply is provided to the subject land by:

- Municipal owned/operated piped water system
- Privately owned/operated individual well
- Privately owned/operated communal well
- Other (please specify):

(c) Sewage disposal is provided to the subject land by:

- Municipal owned/operated piped sewer system
- Private individual septic tank
- Privately owned/operated communal sewage system
- Other (please specify):

(d) Storm drainage is provided to the subject land by:

- Sewers       Ditches       Swales
- Other:

**Previous Applications**

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

- Yes     No     Unknown

If Yes, what is the File No. and Decision?

(b) Has the owner previously severed any land from this holding?     Yes     No

If Yes, please indicate the previous severance on the required sketch and supply the following information relating to each lot severed:

Date of Transfer (DD / MM / YYYY):

Name of Transferee:

Land Use on the Land Previously Severed:

### 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 land subject of any other application under the Planning Act, including any of the following?

Minor Variance  Consent  Official Plan Amendment

Zoning By-law Amendment  Minister's Zoning Order

Plan of Subdivision  Other

## Information to Applicants

### Application Form

The application form must be complete at time of submission. Dark blue or black ink only – do not use pencil. The original copy of the application must be submitted to the Township. Incomplete applications will not be accepted. 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 Township of Cavan Monaghan Planning and Building Services Department at 988 County Road 10, Millbrook ON L0A 1G0 or by telephone at (705) 932-9334 or (705) 932-9321 between 8:30 a.m. - 4:30 p.m.

### Species at Risk

The applicant and any prospective owners are advised that endangered and threatened species exist in the area and may exist on the site. Property owners are responsible for identifying endangered and threatened species and their habitat within the property prior to undertaking work. They must also ensure that the work/activity will not result in negative impacts. Property owners are encouraged to consult with their local Ministry of Natural Resources District Office if they have questions about the *Endangered Species Act, 2007*. The Peterborough District Office is located at 300 Water Street in Peterborough. The telephone number for the office is 705-755-2000 or 1-800-667-1940.

Any sightings of a threatened or endangered species during development and construction on the property must be reported to the local Ministry of Natural Resources Species at Risk Biologist. For more information on the Endangered Species Act, 2007 or the full list of species at risk, please visit [www.ontario.ca/speciesatrisk](http://www.ontario.ca/speciesatrisk). A list of the Species at Risk in the Township of Cavan Monaghan is also available from the Township Planning Department.

**► Declaration of Owner**

**Notice of Collection**

Personal information contained in this form and schedules collected will be used in the administration of the application and information contained herein may be available to the public in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions regarding this collection and its release under the Act should be directed to the Township of Cavan Monaghan, Attention: Clerk, 988 County Road 10, Millbrook, Ontario L0A 1G0, telephone 705-932-9326 during business hours.

**Consent of the Owner to the use and Disclosure of Information and Supporting Documentation**

I, \_\_\_\_\_, am the owner of the land that is the subject of this application and I understand the information and any reports/studies and supporting documentation submitted in support of this application may be disclosed to the public in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

**► Authorization by Owner**

I, \_\_\_\_\_ the undersigned, being the owner of the subject land,  
*(Owner)*  
hereby, authorize, \_\_\_\_\_ to be the applicant in the submission of this  
*(Agent)*  
application.

\_\_\_\_\_  
*(Signature of Owner)*

\_\_\_\_\_  
*(Signature of Witness)*

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**► Sworn Declaration by Owner or Applicant**

I, \_\_\_\_\_ of the \_\_\_\_\_  
*(owner or applicant)* *(Township, Village, City, etc.)*  
of \_\_\_\_\_, solemnly declare that:

All the statements contained in this application and provided by me are true and I 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.

\_\_\_\_\_  
*(Signature of Owner or Applicant)*

\_\_\_\_\_  
*(Date)*

**► Commissioner**

Declared before me at the \_\_\_\_\_ of \_\_\_\_\_  
*(Township, Village, City, etc.)*

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
*(Signature of Commissioner, etc.)*

## **Applicant's Checklist:**

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

1. **One (1) copy** of the complete application for each parcel to be severed.
2. **Application Fee.**
3. **Conservation Authority Plan Review Fee.**
4. **One (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;
  - 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, reregistered 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, that illustrates the parcels to 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 that 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;
  - h. the location, width and names of all roads within or abutting the subject land; and
  - i. the location and nature of any restrictive covenant or easement affecting the subject land.

Please note that if a sketch is provided, the dimensions on the sketch must be accurate. Should changes in dimensions occur on the survey, it is 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.

After the application is submitted, the Township may require the owner/applicant to provide a letter from a solicitor confirming 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 on the application. Photocopies of the survey, if available, should be used.