



PLEASE USE CLOUDPERMIT TO SUBMIT THE APPLICATION

The Corporation of the Township of Oro-Medonte

Part Lot Control Exemption Application

Part Lot Control is a mechanism, pursuant to Section 50(5) of the Planning Act, which prevents the severance or transfer of parts of lands unless further subdivision or consent approval is given. Part Lot Control means that a series of consent (severance) applications could be required to further subdivide blocks or create individual ownership for townhouse units.

However, Section 50(7) of the Planning Act permits municipalities to pass By-laws to exempt lots or blocks of land within a registered plan of subdivision from Part Lot Control. The passing of such a By-law allows individual lots or blocks to be further subdivided or re-configured. The By-law is registered on the lands in the Land Registry Office. Following approval of such a By-law, the process involves the registration of a reference plan (survey).

The By-law that is passed by the municipality is to be in effect for a temporary period of time (typically three years) to afford the developer a reasonable period of time in which to register the required surveys. At the end of the temporary period, the municipality then repeals the By-law, resulting in Part Lot Control once again being in effect and preventing any further division of the lands.

Please read the following before completing and filing this application:

1. Only complete applications, which include the appropriate plans, will be processed.
2. Incomplete applications will be referred back to the applicant for completion.
3. Pursuant to the Fees and Charges By-law, applicants will be responsible for any and all costs associated with this application.
4. An additional fee will be applicable if the subject lands are located within the Conservation Authority regulation limit. Payment must be made directly to the Lake Simcoe Region Conservation Authority (LSRCA) or the Nottawasaga Valley Conservation Authority (NVCA).

5. The applicant is liable for any direct costs incurred by the Township during the processing of planning applications including legal, engineering, and other consultant fees. These costs shall be invoiced to the applicant on a monthly basis. In the event there is a security deposit on file with the Township, these fees shall be dedicated from said deposit and where a minimum balance is required throughout the processing of an application as set out in the Schedule of Planning Fees, the applicant shall be invoiced an amount to maintain the balance required for the security deposit.
6. The applicant acknowledges that the Township considers the application forms and all supporting materials, including studies and drawings, filed with this application to be all public information and to form part of the public record. With the filing of an application, the applicant consents to the Township photocopying and releasing the application and any supporting material either for its own use in processing the application, or at the request of the third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement. Questions regarding the collection of information should be directed to the Director of Development Services at the Township of Oro-Medonte at (705) 487-2171.
7. If the application is signed by an agent or solicitor on behalf of the applicant, the owner's authorization must be completed on Cloudpermit. If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's Articles of Incorporation must be uploaded to Cloudpermit.
8. The following plans are required to be uploaded to Cloudpermit under Attachments (Adobe Acrobat.pdf format only):
 - Survey, Draft Plan or registered M Plan identifying the lots and/or blocks subject to the application; and,
 - Ontario Land Surveyor (OLS) Certificate of lot frontages, lot area, setbacks and confirmation that there are no above or below ground issues.
9. Alternative formats are available upon request.



The Corporation of the Township of Oro-Medonte

Part Lot Control Exemption Application

Application 20__-PLC-____
Roll No.: 4346-____-____-____

1. Location of Subject Lands:

Concession No.: _____

Registered Plan No.: _____

Lot(s) No.: _____

Municipal Address: _____

2. Name of Registered Owner(s)*:

3. Name of owner's solicitor or agent*:

*Contact information to be provided on Cloudpermit.

Please specify to which of the following all communications should be sent:

☐ Owner

☐ Agent

☐ Solicitor

4. Purpose of the application:

☐ Creation of new lot(s) involving changes to lot lines shown on a registered plan of subdivision.

☐ Creation of part lots from whole lots or blocks for semi-detached dwellings or townhouse dwellings.

☐ Creation of part lots from whole lots or blocks for single detached dwellings.

☐ Creation of easement (please specify type/details):

☐ Lot line revision under previously approved Part Lot Control By-law No.:

☐ Extension of (or re-application for expired) approved Part Lot Control By-law No.:

5. Number of lots to be created by building type:

Number of Lots:	Building Type:
	Single detached dwellings
	Semi-detached dwellings
	Townhouses
	Other – Please specify:

6. Are there any easements or rights-of-way affecting the subject lands?

☐ Yes

☐ No

If yes, indicate and describe the purpose of the easement or right-of-way:

7. Other Information (If Applicable):

Part Lot Control Exemption Application Process:

- 1) Application submission (on Cloudpermit).
- 2) An email notification is sent to the applicant indicating that the invoice has been prepared on Cloudpermit. The fees can be paid on Cloudpermit or at the Township office (cash, cheque or debit).
- 3) The Planner reviews the application to ensure that it is complete.
- 4) The application is circulated to the applicable Township Departments and external agencies.
- 5) Comments are provided to the applicant.
- 6) Application resubmission and recirculation (if required).
- 7) The Planner prepares a report and draft By-law.
- 8) The report and By-law go to Development Services Committee/Council.
- 9) Council decision.
- 10) Planning Staff notify the applicant of the decision.
- 11) The By-law is registered on title.
- 12) The By-law expires 3 years after the date of passing.