

INSTRUCTIONS

This process pertains to an application for Part Lot Control Exemption pursuant to *Section 50 of the Planning Act*. Prior to the Municipality processing the application, it is required that a copy (1) of the attached application form be **COMPLETED** including the reference plan illustrating the details of your request, and the processing fees of:

Part Lot Control Exemption application fee: \$750.00

PLEASE NOTE

- The application must be completed in metric units.
- Applicants should be aware that receipt of inaccurate information may cause delays in the hearing of the application.
- The County of Middlesex is the approval authority for part lot control exemption.

SUBMISSION REQUIREMENTS

Submit (1) digital copy **OR** (1) hardcopy of the completed application form, supporting documents, and fee(s) by mail, email, or in person to:

Municipality of Strathroy-Caradoc – Building and Planning Department
52 Frank Street
Strathroy ON, N7G 2R4
Tel: (519) 245-1105 ext.234
Fax: (519) 245-6353
Email: ebaker@strathroy-caradoc.ca

OR

Tim Williams, Senior Planner
County of Middlesex
Email: twilliams@middlesx.ca
Tel: (519) 930-1007



FOR OFFICE USE ONLY	
File Number:	
Date Received:	
Deemed Complete:	
Signature of Planner:	

Part Lot Control Exemption Application

PURSUANT TO SECTION 50 OF THE PLANNING ACT

SECTION 1: CONTACT INFORMATION		
1	Name of Owner:	
	Address:	
	Town:	Postal Code:
	Phone:	Cell:
	Fax:	Email:
2	Name of Applicant (if diff.):	
	Address:	
	Town:	Postal Code:
	Phone:	Cell:
3	Please Specify to whom all correspondence should be sent:	
	<input type="checkbox"/> Owner	<input type="checkbox"/> Applicant
SECTION 2: PROPERTY INFORMATION		
4	Range of Municipal Address (if applicable):	
5	Legal Description	
	Concession No.:	Lot No(s):
	Reference Plan No.:	
	Registered Plan No.:	
	Reg. Plan Lot/Block No(s):	
6	What is the Official Plan designation of the property?	

7	What is the zoning of the property?

8	Is the land the subject of any other application under the Planning Act?			
	<input type="checkbox"/> YES*		<input type="checkbox"/> NO	
	*If YES, please specify the type of application (file number and status):			
	<input type="checkbox"/> Consent	<input type="checkbox"/> Plan of Subdivision		Please Specify:
	<input type="checkbox"/> Official Plan Amendment	<input type="checkbox"/> Site Plan Approval		
File No.:		Status:	<input type="checkbox"/> In Process	<input type="checkbox"/> Deferred

SECTION 3: PART LOT EXEMPTION DESCRIPTION

9	Please indicate the purpose of this application:	
	<input type="checkbox"/> Minor redesign to lots or blocks in a Registered Plan of Subdivision	
	<input type="checkbox"/> Sale of part lots created through road widening	
	<input type="checkbox"/> Creation of individual lot(s) for single, semi-detached or townhouses	
	<input type="checkbox"/> Creation of servicing easements in Registered Plan	
	Other Please Specify:	

SECTION 4: APPLICATION CHECKLIST

10	Please fill out the checklist below to ensure you have included all the required information.	
	<input type="checkbox"/> 2 copies of the Reference Plan (all existing buildings and setbacks must be shown)	
	<input type="checkbox"/> 1 copy of a covering letter detailing the purpose of the part lot control exemption	

SECTION 5: STATUTORY DECLARATION

I, _____ of the _____
(Name) (Name of City, Town, Township, Municipality, etc.)
in the _____
(Name of County, Region or District)

SOLEMNLY DECLARE THAT

The information provided in this application is 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 and by virtue of the *Canada Evidence Act*.

Declared before me at the _____

of _____ in the

this _____ day of _____ 20____

A Commissioner of Oaths

Applicant or Authorized Agent*

***If an agent is applying on behalf on an applicant/owner, written authorization must accompany the application**

If owner is different from applicant:

I, _____ , being the owner of the property described in Section 2 of this application, hereby acknowledges and give and consent to this application dated at _____ this day of _____ 20_____ .

Signature of Owner _____

For further information, visit our website at www.strathroy-caradoc.ca

The Corporation of the Municipality of Strathroy-Caradoc

52 Frank Street, Strathroy ON, N7G 2R4

Phone: 519-245-1070 Fax: 519-245-6353

