



## County of Oxford

### APPLICATION FOR EXEMPTION FROM PART LOT CONTROL

Please read carefully before completing the attached application form.

#### PART LOT CONTROL

Section 50(5) of the Planning Act, 1990 prevents parts of lots or blocks on a registered plan 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.

The County of Oxford Official Plan states that applications for Part Lot Control Exemption (Section 10.3.3) “will only be permitted when no further conditions for development are required.”

Applicants are encouraged to discuss the nature of their proposal with representatives of the County of Oxford Community Planning Office to determine whether an application for Exemption from Part Lot Control is appropriate given their particular circumstance.

**\*\*\*\*A draft reference plan or survey sketch is required to be submitted with the attached application form for proposals for exemption from Part Lot Control.**

**Prior to the passing of the exempting By-Law a deposited reference plan must be submitted.\*\*\*\***

If the applicant is not the owner of the land that is the subject of this application, a written authorization of the owner that the applicant is authorized to make the application must be included with this form.

The attached application form should be submitted to:

Community Planning Office  
County of Oxford  
P. O. Box 1614, 21 Reeve Street  
Woodstock ON N4S 7Y3  
Phone: (519) 539-9800

The application must be accompanied by the appropriate fee paid by credit card, cash or cheque payable to the **'Treasurer, County of Oxford'**.

**Application Fee ..... \$760.00**  
**Plus: For 1-6 parts/new lots ..... \$160.00 per part/new lot**  
**For more than 6 parts/new lots (7+) ..... \$1,055.00 (maximum)**  
**(All lots/parts must be exempted under one by-law)**

Please contact the Community Planning Office for the current fee. The above fees are current as of January 1, 2021.

Box 1614  
Woodstock ON N4S 7Y3  
Tel: (519) 539-9800  
Fax: (519) 421-4712



File No. \_\_\_\_\_

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

## COUNTY OF OXFORD

### APPLICATION FOR EXEMPTION FROM PART LOT CONTROL

The undersigned hereby requests the County of Oxford to consider an application for exemption from Part Lot Control pursuant to Section 50(7) of the Planning Act, R.S.O. 1990, on the lands hereinafter described.

**1. Purpose of Application:** (Please check appropriate line)

- Minor redesign to lots or blocks in a Registered Plan of Subdivision
- Sale of part lots created through road widening
- Creation of individual lot(s) for single, semi-detached or row houses  
Specify type of housing: \_\_\_\_\_
- Creation of servicing easements in a Registered Plan
- Long-term leases for stores in a shopping centre on a Registered Plan
- Other - describe \_\_\_\_\_

**2. a) Applicant:**

Name \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address \_\_\_\_\_ Fax No. \_\_\_\_\_  
Postal Code \_\_\_\_\_ Email: \_\_\_\_\_

**b) Registered Owner(s):** (as registered on title)

Name \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address \_\_\_\_\_ Fax No. \_\_\_\_\_  
Postal Code \_\_\_\_\_ Email: \_\_\_\_\_

**c) Solicitor or Agent:** (if any)

Name \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address \_\_\_\_\_ Fax No. \_\_\_\_\_  
Postal Code \_\_\_\_\_ Email: \_\_\_\_\_

**d) List of any mortgage, charge or encumbrance on the property**

Name \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address \_\_\_\_\_ Postal Code: \_\_\_\_\_

**e) Location of Subject Land:**

Lot Number(s) \_\_\_\_\_ Reg. Plan No. \_\_\_\_\_ Year Registered \_\_\_\_\_  
Part Number(s) \_\_\_\_\_ Reference Plan No. \_\_\_\_\_  
Municipality \_\_\_\_\_ Former Municipality \_\_\_\_\_  
Street/911 Civic Address \_\_\_\_\_

The subject land is located on the \_\_\_\_\_ side of the Street, lying between \_\_\_\_\_ Street  
and \_\_\_\_\_ Street.

f) Specific indication of uses of land and buildings \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

g) Official Plan Designation: \_\_\_\_\_  
Zoning: \_\_\_\_\_

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

|                    |                                 |                                       |      |
|--------------------|---------------------------------|---------------------------------------|------|
| Lot Frontage _____ | ft/m                            | Interior Side Yard _____              | ft/m |
| Lot Depth _____    | ft/m                            | Exterior Side Yard (corner lot) _____ | ft/m |
| Lot Area _____     | ft <sup>2</sup> /m <sup>2</sup> | Landscaped Open Space _____           | %    |
| Lot Coverage _____ | %                               | No. of Parking Spaces _____           |      |
| Front Yard _____   | ft/m                            | Width of Planting Strip _____         | ft/m |
| Rear Yard _____    | ft/m                            | Driveway Width _____                  | ft/m |

4. Other Site Information: (Specify)

\_\_\_\_\_  
\_\_\_\_\_

**THIS SECTION TO BE COMPLETED IN THE PRESENCE OF A COMMISSIONER FOR TAKING AFFIDAVITS**

I / We \_\_\_\_\_  
of the \_\_\_\_\_ in the \_\_\_\_\_  
(Township or Municipality) (County or Region)

**DO SOLEMNLY DECLARE THAT:**

*All of the prescribed information contained in this application is true and that the information contained in the documents that may accompany this application is true.*

DECLARED before me at the \_\_\_\_\_  
of \_\_\_\_\_ in the \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Owner / Applicant

\_\_\_\_\_  
Owner / Applicant

\_\_\_\_\_  
A Commissioner for Taking Affidavits

MFIPPA Notice of Collection & Disclosure

The collection of personal information on this form is legally authorized under Sec.50(5) the *Planning Act* for the purpose of processing your planning application. Questions about this collection should be directed to the Director of Community Planning at the County of Oxford, 21 Reeve St., P.O. Box 1614, Woodstock, ON N4S 7Y3 or at 519-539-9800 (ext.3207).

Pursuant to Sec.1.0.1 of the *Planning Act*, and in accordance with Sec.32(e) of the *Municipal Freedom of Information and Protection of Privacy Act*, it is the policy of the County of Oxford to make all planning applications and supporting material available to the public.