

APPLICATION FOR EXEMPTION FROM PART LOT CONTROL

This application is for the approval of exemptions from the provisions of Part Lot Control made pursuant to Section 50(5) of the Planning Act, and must be **FULLY COMPLETED** to the satisfaction of the City of Brampton, **BEFORE** the formal processing of the application will begin.

OFFICE USE ONLY

City File Number Assigned: _____

Application Fee Attached: _____

Date Application Received: _____

Date Application Accepted as Complete _____

1. SITE AND LEGAL DESCRIPTION:

Lot _____ Concession _____

Lot/Block _____ Registered Plan(s) _____

Reference Plan Description: Part(s) _____ Plan: _____

Please attach a list of tax roll numbers:

2. BACKGROUND INFORMATION: (to be obtained from the owner)

Approved Zoning Designation(s) and Zoning By-law Number: _____

Approved Official Plan/Secondary Plan Designation: _____

Building Permit Application Number(s) (if applicable): _____

City File Number(s): _____

Subdivision ("21T" number): _____

Condominium (CDM number): _____

Site Plan (SP- number): _____

Committee of Adjustment A or B number: _____

Name of City Planner Assigned Previous or Current Application(s): _____

3. APPLICANT INFORMATION

	Name and Address	Phone and Fax and E-Mail Address
Agent:		
Applicant:		
Registered Owner:		
Ontario Land Surveyor: <i>(pls provide contact name)</i>		
Legal Counsel:		

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ALL CORRESPONDENCE, NOTICES ETC. INITIATED BY THE CITY IN RESPECT OF THIS APPLICATION WILL, UNLESS OTHERWISE REQUESTED BY LAW, BE DIRECTED TO THE APPLICANT'S AGENT NOTED ABOVE EXCEPT WHERE NO AGENT IS EMPLOYED, THEN IT WILL BE DIRECTED TO THE APPLICANT. WHERE THE REGISTERED OWNER IS A NUMBERED COMPANY PLEASE INDICATE A PROJECT OR DEVELOPMENT NAME.

4. DESCRIPTION OF APPLICATION: A signed and dated covering letter shall be provided by the applicant and attached to the application form outlining a brief description of the proposal and the reason for the proposed exemption. The applicant shall also sign and date an "Application for Exemption from Part Lot Control Submission Checklist" (see Attachment A hereto)

5. TYPE AND PURPOSE OF PROPOSED REQUEST (Check as appropriate):

RESIDENTIAL

- Semi-Detached Dwelling Units/ Lots
- Townhouse Dwelling Units/Lots

NON-RESIDENTIAL

- Industrial Lot/Block
- Commercial Lot/Block

MAINTENANCE EASEMENTS

Describe (i.e. single detached, semi-detached, etc) _____

OTHER

note: The exemption from part lot control process is intended to primarily facilitate the division of blocks on registered plans of subdivision into townhouse, semi-detached dwelling unit lots, and more infrequently, to subdivide commercial and industrial blocks on registered plans of subdivision. The most frequent applications involve the obligations of owners as stated in subdivision agreements to create maintenance easements where side yard widths of less than 1.2 metres (4 feet) are permitted. For requests other than these common types of applications (i.e. correction of title, a charge, a lease or a lot addition) it is strongly recommended that the applicant undertake a pre-consultation with the Planning and Land Development Services Division of the City of Brampton Planning, Design and Development Department before filing an application.

CONFIRMATION OF FEES:

APPLICATIONS CREATING MAINTENANCE EASEMENTS ONLY:

Base Fee of \$1,180 attached for Application Creating Maintenance Easements Regardless of the Number of Lots Involved. -

APPLICATIONS CREATING DWELLING UNIT LOTS OR BLOCKS ONLY:

Base Fee of \$1,180 attached-
 Plus total number of dwelling units/blocks being created _____ x \$90 per unit/block = _____
 Total Fees Attached= _____

APPLICATIONS COMBINING THE CREATION OF MAINTENANCE EASEMENTS AND THE CREATION OF DWELLING UNIT LOTS OR BLOCKS:

Base Fee of \$1,180 attached-

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Plus total number of dwelling units/blocks being created _____ x \$90 per unit/block = _____

Total Fees Attached= _____

APPLICATIONS INVOLVING SINGLE OWNERSHIP WITH ONE SINGLE LOT

Base Fee of \$626 attached-

APPLICATIONS INVOLVING THE PURCHASE OF LEASED LAND:

Base Fee of \$94 attached-

This pertains to existing land leases involving a single dwelling unit, and requiring an application for exemption from part lot control application in order for the individual leasing the land to purchase the land.

6. REQUESTED DATE FOR ENACTMENT OF BY-LAW

The City of Brampton Planning, Design and Development Department will attempt to achieve a ten (10) working day turn around time from the date of circulation of a **complete application** to receipt of comments. However, the finalization of the by-law is contingent upon the submission of a complete application resulting in no subsequent revisions to the various submission materials, as well as the time required by the City's Planning, Legal Services and Clerk's Department to finalize the final by-law, and any associated documents in order to be approved for inclusion on a particular meeting of City Council for recommended enactment. Filling out this section of the application is to assist in the early identification of requested timing requirements, however, this should not be construed as a commitment by staff to forward a by-law for recommended enactment to a particular meeting of City Council.

First Closing Dates for Any Units Lots _____

Requested City Council Meeting Date for Enactment of By-law (see Attachment "B" hereto: City Council Meeting Dates for Calendar Year) _____

- no time restriction (as soon as possible)

7 REGISTERED OWNER'S LETTER OF UNDERTAKING: Only with respect to requests to create dwelling units/lots, a letter of undertaking is required to be signed by the Owner and attached to the application form whereby the Owner agrees to subdivide the lands in accordance with the draft reference plan. The form of the required letter of undertaking is as follows:

" TO: The Corporation of the City of Brampton.
 Planning, Design and Development Department

IN CONSIDERATION OF The Corporation of the City of Brampton passing a By-law pursuant to Section 50 of the Planning Act, R.S.O. 1990, C.P. 13, as amended, exempting the following lands from part lot control:

Insert Lot and Plan Numbers

I _____ being the registered owner of the subject lands, hereby undertakes as follows:
 (type or print name of owner)

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1. To subdivide the said lands only in accordance with the attached draft reference plan prepared by _____ described as project number/drawing number _____ dated _____
(type or print name of owner) with respect to an application for exemption for part lot control filed under City File Number: PLC _____
2. To require _____ to deliver four copies of the attached plan as deposited to the Planning, Design and Development Department of the City of Brampton within 7 days of its being deposited in the Land Registry Office.
(type or print name of surveyor)
3. To require _____ to submit four copies of the deposited reference plan showing the location of the building foundations as built (*type of print name of surveyor*) on each lot to the Planning, Design and Development Department along with a letter certifying that the as constructed foundations comply with the applicable City of Brampton Zoning By-law
(type or print name of surveyor)

Dated

Signature

8. REGISTERED OWNER'S AUTHORIZATION

The owner must complete the following: I, _____ being the registered owner of
(type or print name of owner)
the subject lands hereby authorize _____ to prepare and submit
(type or print name of applicant)
an application for exemption from part lot control.

Dated

Signature

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(Attachment "A", Item 3 of the Application Form)

APPLICATION FOR EXEMPTION FROM PART LOT CONTROL SUBMISSION CHECKLIST

ITEMS TO BE SUBMITTED BY AN APPLICANT IN ORDER FOR AN APPLICATION TO BE CONSIDERED COMPLETE AND CIRCULATED FOR APPROVAL		
REQUIRED ITEMS	APPLICABLE	NOT APPLICABLE
<p>1. One original application form, and six (6) Photostat copies. Owner's Authorization and Affidavit of Applicant <u>must</u> be completed. (Note: REGISTERED OWNER'S LETTER OF UNDERTAKING to be attached to application form <u>only</u> with respect applications creating new dwelling units/lots, or blocks.)</p>		
<p>2. Application Fee(s) (see schedule A to Application Guide) payable to "The City of Brampton."</p>		
<p>3. A signed and dated covering letter provided by the applicant and attached to the application form outlining a brief description of the proposal and the reason for the proposed exemption.</p>		
<p>4. With respect to applications creating new dwelling unit lots/blocks; Seven (7) copies of a draft reference plan showing: (a) all existing and proposed easements (b) lot lines (c) setbacks to buildings and structures (d) poured concrete foundations (if applicable) (e) all other appropriate measurements and Three (3) copies of an Ontario Land Surveyor's Certificate indicating: (a) frontage at the street line and at the appropriate setback from the street line in accordance with the approved zoning by-law; (b) the area of each part shown on the draft reference plan (c) the use of each part.</p>		
<p>5. With respect to applications creating maintenance easements where side yard widths are less than 1.2 metres: Seven (7) copies of a draft reference plan showing: (a) all existing and proposed easements (b) lot lines (c) buildings and structures, including any porches and balconies.</p>		
<p>6. Seven (7) copies of an approved site plan for townhouse, commercial and industrial applications, if applicable.</p>		

Applicant Signature

Date

**Reviewed and Accepted To Be A
Complete Application By**

Date