

Part Lot Control Exemption



For specific inquiries:
Town of Renfrew
Department of
Development and Works
127 Raglan Street South,
Renfrew, Ontario
K7V 1P8

Tel: (613) 432-8166

This pamphlet is intended to
provide preliminary
information only
May 2009



What is Part Lot Control Exemption?

The Planning Act permits municipalities to pass by-laws to exempt any or all lots or blocks within registered plans of subdivision from part lot control so that further subdivision of individual lots or blocks can take place.

The Town of Renfrew may pass a by-law exempting land situated in a registered plan of subdivision from part lot control to allow a reference plan that divides the land into parcels or changes existing lot lines.

Exemptions from part lot control are often used to facilitate semi-detached and townhome developments. This approach is used because of the difficulty the builder would have in ensuring that the common centre wall between two dwelling units is constructed exactly on the property line.

Pre-Consultation

Prior to submission of an application, applicants are advised to consult the development planner from the Department of Development and Works. The pre-consultation meeting can determine the supporting documents required to evaluate the proposal, to verify information on the application, and to clarify the procedures to follow.

To arrange a meeting with the development planner, please contact:

Town of Renfrew, Department of Development and Works
127 Raglan Street South,
Renfrew, Ontario
K7V 1P8
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Application Processing

1) *Complete an application:*

Each application must undergo a pre-consultation process to prevent oversights, errors, delays and additional costs in the processing. Also ensure that the required drawing(s) are in compliance with the minimum standards and that the correct fee accompanies the submission.

2) *Submit the application and required documents:*

Submit these to the Department of Development and Works, 127 Raglan Street South.

3) *After the application has been submitted:*

- The application is circulated by the Planning Department and upon a review of their comments, a report and draft By-law (agreement) are prepared. In order to allow sufficient time for the agencies to respond and for staff to prepare a report, your application must be submitted a minimum of three (3) weeks in advance of the next Planning Advisory Committee meeting.
- The report and draft By-law (agreement) are presented to the Planning Advisory Committee for its consideration and recommendation. You will receive written notice of the meeting and be expected to attend to present your proposal.
- The Planning Advisory Committee's recommendation and draft By-law (agreement) will be forwarded to Town Council for its consideration.
- The agreement, if approved and passed by Council, must be signed by the applicant, the Mayor, and Clerk, and a financial guarantee, equal to 100% of the estimated cost of site improvements, must be deposited with the Town prior to the issuance of any building permits. Once the site improvements have been completed, Town staff will conduct an inspection to ensure that the work complies with the details of the site plan. If the work is satisfactory, any financial guarantees retained by the Town will be returned to the applicant.
- The Site Plan Agreement will be registered against the title of the property. The cost of this registration is not included in the application fee, and the account of the Town's Solicitor in this regard shall be the responsibility of the applicant.

Application

Applications are available at the Department of Development and Works, 127 Raglan Street South. They are also available through the Town of Renfrew's web site.

Fees

Please refer to the Part Lot Control application for the fee schedule

