

# APPLICATION FOR

File No.
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**MINOR VARIANCE – S. 45 (1)**       **PERMISSION – s. 45 (2)**

The undersigned hereby applies to the Committee of Adjustment for the .....  
 ..... under section 45  
 (name of municipality)  
 Of the *Planning Act* for relief, as described in this application, from By-law No. .... (as amended).

Name of Owner	Name of Agent (if the applicant is an agent authorized by the owner)
Address	Address
Telephone	Telephone
Email	Email

**OFFICIAL PLAN** – current designation of the subject land:


**RELIEF** – nature and extent of relief from the zoning by-law:


**ZONING BY-LAW** – current zoning of the subject land:


**REASON** – why the proposed use cannot comply with the provisions of the zoning by-law:


**LEGAL DESCRIPTION** – of subject land (such as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number:


Note: See reverse of page 3 for details of sketch required.

**DIMENSIONS OF LAND** (in metric units) affected:

Frontage:	Depth:	Area:

**ACCESS** – Access to the subject land is by:

<input type="checkbox"/> Provincial highway	<input type="checkbox"/> Municipal road - seasonal
<input type="checkbox"/> Municipal road – year round	<input type="checkbox"/> Right-of-way
<input type="checkbox"/> Other public road (specify) .....	<input type="checkbox"/> Water

**WATER ACCESS** – Where access to the subject land is by water only (*indicate in metric units*) :

Docking facilities (specify) .....	Parking facilities (specify) .....
approx. distance from subject land .....	approx. distance from subject land .....
approx. distance from nearest public road .....	approx. distance from nearest public road .....

EXISTING USES of the subject land:	LENGTH OF TIME the existing uses of the subject land have continued:

**EXISTING BUILDINGS – STRUCTURES** – Where there are any buildings or structures on the subject land, indicate (*in metric units*) for each:

TYPE - .....	Front lot line setback: .....	Height: .....
	Rear lot line setback: .....	Dimensions: .....
DATE CONSTRUCTED .....	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	
TYPE - .....	Front lot line setback: .....	Height: .....
	Rear lot line setback: .....	Dimensions: .....
DATE CONSTRUCTED .....	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	

*attach additional page if necessary*

**PROPOSED USES** of the subject land:


**PROPOSED BUILDINGS – STRUCTURES** – Where any buildings or structures are proposed to be built on the subject land, indicate (*in metric units*) for each:

TYPE - .....	Front lot line setback: .....	Height: .....
	Rear lot line setback: .....	Dimensions: .....
	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	
TYPE - .....	Front lot line setback: .....	Height: .....
	Rear lot line setback: .....	Dimensions: .....
	Side lot line setback: .....	Floor area: .....
	Side lot line setback: .....	

*attach additional page if necessary*

**DATE** – Subject land was acquired by current owner on: .....

**WATER** is provided to the subject land by:

<input type="checkbox"/> Publicly-owned/operated piped water system	<input type="checkbox"/> Lake or other water body
<input type="checkbox"/> Privately-owned/operated individual well	<input type="checkbox"/> Other means (specify) .....
<input type="checkbox"/> Privately-owned/operated communal well	

**SEWAGE DISPOSAL** provided to the subject land by:

<input type="checkbox"/> Publicly-owned/operated sanitary sewage system	<input type="checkbox"/> Privately-owned/operated individual septic system
<input type="checkbox"/> Privately-owned/operated communal septic system	<input type="checkbox"/> Privy
<input type="checkbox"/> Other means (specify) .....	

**STORM DRAINAGE** is provided to the subject land by:

Sewers                       Ditches                       Swales                       Other means (specify) .....

**OTHER APPLICATIONS** – If known, indicate if the subject land is the subject of an application under the Act for:

Approval of a plan of subdivision (under section 51)      File # .....      Status .....

Consent (under section 53)      File # .....      Status .....

Previous application (under section 45)      File # .....      Status .....

## AUTHORIZATION BY OWNER

I, the undersigned, being the owner of the subject land, hereby authorize .....

To be the applicant in the submission of this application.

.....  
Signature of owner

.....  
Signature of witness

.....  
Date

## DECLARATION OF APPLICANT

I, ..... of the ..... of  
..... in the ..... of .....

solemnly declare that:

All the statements contained in this application and provided by me are 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.

DECLARED before me at the .....

of .....

in the ..... of .....      .....  
Signature of applicant

this..... day of .....

.....  
Signature of commissioner, etc.

It is required this application be accompanied by a fee of \$ ..... in cash or by cheque made payable to the Treasurer  
of the .....

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purpose of responding to the initial application.  
Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

**PLANS REQUIRED**  
***IT WILL BE NECESSARY TO SUBMIT PRELIMINARY SITE PLANS***  
***FOR THE DEVELOPMENT AT THE TIME OF THE FILING OF THIS APPLICATION.***

**Minimum requirements will be a sketch showing the following**

- I. The boundaries and dimensions of the subject land
- II. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
- III. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- IV. The current uses on land that is adjacent to the subject land.
- V. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way.
- VI. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- VII. The location and nature of any easement affecting the subject land.

FOR OFFICE USE ONLY

Name of Owner ..... Address .....

Name of Agent ..... Address .....

Date of receipt of completed application ..... Checked by .....

Zoning By-law No. .... Passed .....

As amended by By-law No. .... Passed .....

And By-law No. .... Passed .....

Sections ..... Zone .....

Official Plan Designation .....

Agricultural Land Use Classification in Canada: Land Inventory .....

Site visit carried out by staff or committee member: YES  NO

Authorization of owner received (if required) YES  NO

Conformity with the Agricultural Code of Practice (if applicable) YES  NO

Committee File No. .... Committee Submission No. ....

Hearing Date ..... Adjourned Hearing Date .....

General comments:.....

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