

APPLICATION FOR

File No.

☐ 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 applicant is an agent authorized by the owner)
ADDRESS	ADDRESS
	Email Address:
TELEPHONE	TELEPHONE

OFFICIAL PLAN - current designation of the subject land:


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


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


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 affected:

Frontage:	Depth:	Area:
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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:

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

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

<b>EXISTING USES</b> of the subject land:	<b>LENGTH OF TIME</b> the existing uses of the subject land have continued:

**EXISTING BUILDINGS - STRUCTURES** - Where there are any buildings or structures on the subject land, indicate for each:

TYPE - .....  
DATE CONSTRUCTED .....

Front lot line setback: .....  
Rear lot line setback: .....  
Side lot line setback: .....  
Side lot line setback: .....

Height in metres: .....  
Dimensions: .....  
Floor area: .....

TYPE - .....  
DATE CONSTRUCTED .....

Front lot line setback: .....  
Rear lot line setback: .....  
Side lot line setback: .....  
Side lot line setback: .....

Height in metres: .....  
Dimensions: .....  
Floor area: .....

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 for each:

TYPE - .....  
TYPE - .....

Front lot line setback: .....  
Rear lot line setback: .....  
Side lot line setback: .....  
Side lot line setback: .....

Height in metres: .....  
Dimensions: .....  
Floor area: .....  
Floor area: .....

attach additional page if necessary

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

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

☐ Publicly-owned/operated piped water system

☐ Lake or other water body

☐ Privately-owned/operated individual well

☐ Other means (specify) .....

☐ Privately-owned/operated communal well

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

☐ Publicly-owned/operated sanitary sewage system

☐ Privately-owned/operated individual septic system

☐ Privately-owned/operated communal septic system

☐ Privy

☐ 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 .....

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

.....  
Signature of applicant

.....  
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 <input type="checkbox"/> NO <input type="checkbox"/>
Authorization of owner received (if required)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Conformity with the Agricultural Code of Practice (if applicable)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Committee File No. ....	Committee Submission No. ....
Hearing Date .....	Adjourned Hearing Date .....
General comments: .....	