

**CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY
COMMITTEE OF ADJUSTMENT
APPLICATION FOR
MINOR VARIANCE /PERMISSION**

APPLICATION WILL BE RETURNED IF REQUIREMENTS NOT MET

Please check the appropriate box and attach all necessary material to this form:

Required Fee:

\$2,100.00 for each application, made payable to "Township of East Hawkesbury"

Completed Application Form

A covering letter explaining the application

Plan of Survey signed by Ontario Land Surveyor for the subject land (if available)

The Regulations also require a sketch, to scale, showing the following:

the boundaries and dimensions of the subject land;

variance required noted on sketch, if possible;

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 including buildings, railways, roads, water courses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;

the current uses on land that is adjacent to the subject land;

the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;

the location and nature of any easement affecting the subject land.

Notes:

- 1. If the application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization will be required.**
- 2. Please note that it is the responsibility of the applicant to ensure that on-site notice signage is provided in accordance with Regulations under the Planning Act.**

**COMMITTEE OF ADJUSTMENT
APPLICATION FOR
MINOR VARIANCE**
*Section 45 of the Planning Act, RSO
(O. Reg. 200/96)*

| OFFICE USE ONLY | | |
|--|-----------------------------|---|
| Application No. | Application Received | |
| Date of Preconsultation Meeting | | |
| | | Date of Application Deemed Complete Fee Received |

TO BE COMPLETED BY APPLICANT

| SUBMISSION REQUIREMENTS |
|---|
| NATURE AND EXTENT OF THE RELIEF FROM THE ZONING BY-LAW (Please attach a separate sheet if additional space is required) |
| <p>a) Minor Variance Requested: By-Law Requirement: ____</p> <p>b) Minor Variance Requested: By-Law Requirement: ____</p> <p>c) Minor Variance Requested: By-Law Requirement: ____</p> <p>d) Minor Variance Requested: By-Law Requirement: ____</p> <p>e) Minor Variance Requested: By-Law Requirement: ____</p> <p>g) Minor Variance Requested: By-Law Requirement: ____</p> <p>h) Minor Variance Requested:</p> |

By-Law Requirement:

Reasons for the Request:

LOCATION DESCRIPTION

Municipal Address:

LEGAL DESCRIPTION

| Lot | Concession | Ref. Plan No. |
|---------------------------------|------------|---------------|
| _____ Part Numbers on Ref. Plan | | |

CONTACT INFORMATION

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

| NAME/TITLE | MAILING ADDRESS & POSTAL CODE | PHONE NO. (1) FAX NO. (2) E-MAIL (3) |
|---|-------------------------------|--|
| All registered Property Owner(s) | | (1) |
| First name Last name | | (2) |
| U † Under Agreement to Purchase and Sale | | (3) |
| Agent | | (1) |
| First name Last name | | (2) |
| | | (3) |

Unless otherwise requested, all communications will be sent to Owner's Authorized Agent, if any.

DESCRIPTION OF REQUEST

1. Type and reason of the request (check all that apply)

- ↑Variance (s) to Zoning By-Law
- ↑Permission (Non-conforming use):
- ↑Other Purpose (Specify): _____

2. Planning Information (Please contact Municipal Personnel)

- a) Official Plan Designation _____
- b) Zoning _____ Name of Zoning By-Law _____

3. Subject Land Information

Description

Frontage (m) _____ Depth (m) _____

Area m²/ha _____

Use of Property

Existing Use (s) _

Proposed Use (s)

Buildings or structures

Existing: a) Type & size of dwelling _____

Date of Construction _____

Setback from lot line front _____ rear _____ side _____

Height _____ Floor area _____

b) Type & size of building _____

Date of Construction _____

Setback from lot line front _____ rear _____ side _____

| | |
|---|--------------------------|
| Height | Foot area |
| Proposed: | Type & size of |
| Date of Construction _____ | |
| Setback from lot line | front rear side |
| Height | Foot area |
| Date of Acquisition by current owner | |
| Current Use of Adjacent Land | |
| Water supply | Storm Drainage |
| ↑ Private individual well | ↑ Municipal storm sewers |
| ↑ A lake or other water body | ↑ Roadside ditches |
| ↑ Other means (i. e. communal well) | ↑ Other means |
| Sewage disposal | Access- Name of: |
| ↑ Municipal sanitary sewer system | Municipal Road |
| ↑ Private septic system | County Road |
| ↑ Communal septic system | Provincial Highway |
| ↑ Other means | Right-of-Way |

4. Past Application History

Has this parcel of land ever been the subject of?

| Yes | No | File Number | Other Details |
|-----|----|-------------|---------------------------------|
| ↑ | ↑ | | County Official Plan Amendment |
| ↑ | ↑ | | Zoning By-Law Amendment |
| ↑ | ↑ | | Subdivision Application |
| ↑ | ↑ | | Site Plan Application |
| ↑ | ↑ | | Consent (Severance) Application |
| ↑ | ↑ | | Minor Variance Application |
| ↑ | ↑ | | Building Permit Application |
| ↑ | ↑ | | Other (e.g. Road Opening) |
| ↑ | ↑ | | Don't know _____ |

5. Current Application History

Is the parcel of land currently the subject of the applications listed below?

| Yes | No | File Number | Status |
|-----|----|-------------|-------------------------------------|
| | | | Being Council Processed Approval |
| ↑ | ↑ | | County Official Plan Amendment |
| ↑ | ↑ | | Zoning By-Law Amendment |

