



Minor Variance Application

The undersigned hereby applies to the Committee of Adjustment for the Corporation of The Township of South Glengarry under Section 45 of the Planning Act, R.S.O. 1990, as amended, for relief as described in this application, from By-law No. _____ as amended.

Minor Variance – s. 45(1)

Permission – s. 45(2)

Date of Application: _____

File #: _____

A. APPLICANT INFORMATION

1. Name of Applicant (Owner): _____

Company of Firm (If applicable): _____

Mailing Address: _____

Number & Street

City/Town/Village

Postal Code

Telephone #: (____) _____ (____) _____ (____) _____

Residence

Work

Fax

2. Name of Agent: _____

Mailing Address: _____

Number & Street

City/Town/Village

Postal Code

Telephone #: (____) _____ (____) _____ (____) _____

Residence

Work

Fax

B. PROPERTY INFORMATION

1. Municipal Address: _____

Street Number

Street Name \

Legal Description: Lot: _____ Concession: _____

Part: _____ Plan #: _____

Lot Size: Frontage: _____ Depth: _____ Lot Area: _____

Lot Coverage: Existing: _____% Proposed: _____%

C. PLANNING INFORMATION

1. Current Official Plan Designation: _____

2. Current Zoning Designation: _____

3. What is the nature and extent of relief from the zoning By-law?

4. For what reason (why) is the Minor Variance requested?

5. Is the access to the subject land by a provincial highway by a Municipal road that is maintained all year or seasonally, by another public road, by a right-of-way or by water?

6. What is the existing use(s) of the subject land?

7. What is the proposed use of the subject land?

8. Are there any existing buildings or structures on the subject land?

Yes No

(If the answer is yes, for each building or structure, what is the type of each building or structure, the setback from the front lot line, rear lot line and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure?)

9. Are any buildings or structures proposed to be built on the subject land?

Yes No

(If the answer is yes, for each building or structure, what is the type of each building or structure, the setback from the front lot line, rear lot line and side lot lines, the height in metres of the building or structure and the dimensions or floor area of the building or structure?)

10. What date was the subject land acquired by the current owner?

11. What date were the existing buildings or structures erected on the subject land?

Buildings:

Structures:

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12. What is the length of time that the existing uses have continued on the subject land?

13. Is water provided to the subject land by:

- Publicly owned and operated piped water system
- Privately owned and operated individual or communal well
- Lake or other water body
- Other

14. Is sewage disposal provided to the subject land by:

- Sewage disposal provided by municipality
- Individual or communal septic system
- Privy
- Other

15. Is the storm drainage provided by sewers, ditches, swales or other means?

16. If known, is the subject land the subject of an application under the planning act for approval of a plan of subdivision or a consent?

Yes No

(If the answer is yes, and if known, what is the file number of the application and the status of the application?)

17. If known, has the subject land ever been the subject of an application under section 45 (Minor Variance) of the act?

Yes No

(If the answer is yes, what was the date, the file number and the purpose of the application?)

Date: _____ File #: _____

Purpose: _____

18. A sketch must be attached to this application, showing the following (please reference *Required Plans* on page 7):

- 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 application, may affect the application. Examples of features include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded area, wells and septic tanks.
- iv. The current uses on land that is adjacent to the subject land neighbouring land uses.

- 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.

D. DECLARATION

THIS SECTION MUST BE COMPLETED IN THE PRESENCE OF THE “COMMISSIONER”. THE MUNICIPALITY HAS COMMISSIONERS AVAILABLE.

I, _____ of the _____ of _____, in the County of _____, hereby solemnly declare that the information contained in this application are on the attached plan and any associated information submitted with this application are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

Date: _____

Signature of Owner

Signature of Agent or Applicant

DECLARED BEFORE ME AT THE _____ OF _____ IN THE _____ OF _____, THIS _____ DAY OF _____, 20_____.

A COMMISSIONER, ETC.

E. OWNER’S AUTHORIZATION IF THE OWNER IS NOT THE APPLICANT

If the owner is not the applicant, the owner must complete the following:

APPLICANT/AGENT AUTHORIZATION FORM

The Corporation of the Township of South Glengarry
In the Matter of Application for Minor Variance

I, _____ being the () registered owners(s),
() executor/executrix, () signing corporate officer(s) of the lands for which this
application is to be made, hereby authorize and direct _____
to act as my agent and on my behalf to apply to the Corporation of the Township of
South Glengarry for a minor variance on the lands herein described.

Former Township _____
Lot(s) _____ Concession _____
Lot(s) _____ Registered Plan _____
Part(s) _____ Reference Plan _____
Street Address _____ Roll # _____

Date _____ Date _____

Signature of Owner _____ Signature of Owner _____

**FREEDOM OF INFORMATION/ACCESS TO PROPERTY
CONSENT OF OWNER**

I, _____, being the registered owner of the lands subject
of this application for the minor variance, and for the purposes of the Freedom of
Information and Protection of Privacy Act, hereby authorize and consent to the use by
or the disclosure to any person or public body of any personal information that is
collected under the authority of the Planning Act for the purposes of processing this
application. I also authorize and consent to representatives of the Township of South
Glengarry, and the persons and public bodies conferred with under Section 45 of the
Planning Act, entering upon the lands subject of this application for the purpose of
conducting any site inspections as may be necessary to assist in the evaluation of this
application.

Date

Owner's Signature

REQUIRED PLANS

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.