

Appendix A-4

Township of Otonabee-South Monaghan
Application for Minor Variance

(Section 45 (1) & (2) of the Planning Act, R.S.O. 1990, c. P.13, as amended)

The undersigned hereby applies to the Committee of Adjustment for the Township of Otonabee-South Monaghan under section 45 of the Planning Act for relief, as described in this application, from By-law No. 12-79 (Otonabee Ward) and 74-8 (South Monaghan Ward)

1. Name of Applicant(s):

2. Name of Agent: (if the applicant is an agent authorized by the owner)

3. Address:

4. Address:

5. Telephone: _____

6. Telephone: _____

7. Fax: _____

8. Fax: _____

9. Email: _____

10. Email: _____

11. **Legal Description** of the subject land (municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number):

12. **Dimensions of Land affected:**

Frontage: _____ Depth: _____ Area: _____

13. **Official Plan** – current designation of the subject land: _____

14. **Zoning By-law** – current zoning of the subject land: _____

15. **Relief** – Nature and extent of relief from the Zoning By-law:

16. **Reason** – why the proposed use cannot comply with the provisions of the Zoning By-law:

Type: _____ Front lot line setback: _____ Height in metres: _____
 Rear lot line setback: _____ Dimensions: _____
 Side lot line setback: _____ Floor area: _____
 Side lot line setback: _____ Lot coverage: _____
 Water lot line setback: _____

Type: _____ Front lot line setback: _____ Height in metres: _____
 Rear lot line setback: _____ Dimensions: _____
 Side lot line setback: _____ Floor area: _____
 Side lot line setback: _____ Lot coverage: _____
 Water lot line setback: _____

25. **Water** is provided to the subject land by:

_____ Privately-owned/operated individual well _____ Publicly-owned/operated piped water system
 _____ Privately-owned/operated communal well _____ Lake or other water body
 Other (specify): _____

26. **Sewage Disposal** is provided to the subject land by:

_____ Privately-owned/operated individual septic system _____ Publicly-owned/operated sanitary sewage system
 _____ Privy _____ Privately-owned/operated communal septic system
 Other (specify): _____

27. **Storm Drainage** is provided to the subject land by:

_____ Sewers _____ Ditches _____ Swales _____ Other (specify) _____

28. **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 (Severance) (under section 53)	File # _____	Status _____
_____ Previous Minor Variance 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 commissioner, etc.

Signature of applicant

I, _____, hereby authorize the members of the Committee of Adjustment or
their agent(s)/representative(s) to attend at the property subject to the Application(s), located at
[Insert address] _____.

Signature of applicant

Signature of Witness

This application must be accompanied by a fee of \$750.00 in cash or cheque made payable to the
Treasurer of the Township of Otonabee-South Monaghan (\$200.00 will be forwarded to Otonabee Region
Conservation Authority
where necessary).

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.

File Name/No. _____

Roll No. _____

Affidavit

In the Matter of a **Minor Variance** application to
the Committee of Adjustment of the
Township of Otonabee-South Monaghan,

I, _____, make oath and say that:
[Print individual's name]

1. I am:
[Place a clear mark within the square opposite one of the following paragraphs that describes capacity of deponents.]

- the applicant or one of the applicants in the Application(s).
- the authorized agent acting in this matter for the applicant or applicants.
- an officer of the corporate applicant named in the Application(s).

2. On or before the _____,
[Insert date]

I will ensure that the notice or notices of the Application(s) provided to me (or the Applicant, as the case may be) by the Secretary-Treasurer of the Committee of Adjustment of the Township of Otonabee-South Monaghan have been posted so as to be clearly visible and legible from a public highway, or other place to which the public has access, at every separately assessed property in the area that constitutes the subject land of the Application(s) or, where posting on the property was impractical, at a nearby location so as to adequately indicate to the public what property is the subject of the Application(s).

Should the notice(s) be removed, by any means from the posting area(s), I will immediately contact the Secretary-Treasurer of the Committee of Adjustment for replacement copies of the notice(s).

Sworn before me at the _____)
of _____)
in the County of _____)
this _____ day of _____ 200 .)
Signature of Applicant/Agent _____)
_____)

A Commissioner for Taking Affidavits, etc.

Sketch Requirements

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:

- a) The boundaries and dimensions of the subject land
- b) 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
- c) The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells, septic tanks, hydro lines, telephone lines or any other services) 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.
- d) The current uses on land that is adjacent to the subject land
- e) 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
- f) If access to the subject land is by water only, the location of the parking and docking facilities to be used
- g) The location and nature of any easement affecting the subject land