

Municipality of Callander
P.O. Box 100
Callander ON P0H 1H0
www.mycallander.ca

APPLICATION FOR MINOR VARIANCE

NOTICE TO ALL APPLICANTS OF MINOR VARIANCE APPLICATIONS

1. Before you prepare and submit your application to the Committee of Adjustment, it is strongly recommended that you consult with the Planning Administrator. It is also advisable to communicate with your neighbours with respect to your plans.
2. A public notice sign, which will be provided to you, is required to be posted in a prominent location on the subject property for a minimum of ten (10) days before the scheduled Hearing of the minor variance application.
3. **Development Charges may be payable before the issuance of a building permit.**

This application reflects the mandatory information that is prescribed in the schedules to Ontario Regulations 197/96 made under the Planning Act, R.S.O. 1990 as amended. In addition to this form, the Applicant will be required to submit the appropriate fee, site plan, and any additional information or studies that may be necessary to assess the proposal. Failure to submit all the required information may prevent or delay the consideration of the Application. If more space is required, please use additional sheets.

1. APPLICANT INFORMATION

Owner(s): _____

Home Phone: _____ Alternate Phone: _____

Fax Number: _____ Email: _____

Home Address: _____ City : _____

Postal Code: _____

Municipal Address of lands affected (911 Number): _____

Authorized Agent/Applicant Solicitor (if any): _____

Phone Number: _____ Alternate Phone: _____

Address: _____ City/Village: _____

Fax: _____ Email: _____

Specify to whom all communications should be sent (check appropriate space):

Owner

Agent

Solicitor

Both

2. NATURE OF APPLICATION

Explain the nature and extent of the relief applied for:

3. LACK OF BY-LAW COMPLIANCE

Why is it not possible to comply with the provisions of the By-law?

4. LOCATION OF SUBJECT LAND:

Lot _____ Concession No. _____ Registered Plan (Subdivision) No. _____

Lot No. _____ Reference Plan (Survey) No. _____ Part(s) _____

Parcel _____

Are there any easements or restrictive covenants affecting the subject land?

Yes _____ No _____

Please Describe: _____

5. DESCRIPTION OF SUBJECT LAND:

Frontage: _____ Depth: _____ Area: _____

Existing Use(s): _____

Present Official Plan Designation (Please Contact Planning Staff): _____

Present Zoning (Please Contact Planning Staff): _____

6. ACCESS

- Access to the subject land is provided by:

Type

- Provincial Highway
- Municipal Road, Year-Round Maintained
- Municipal Road, Seasonal Maintained
- Other Public Road
- *Private or Right-of Way

* If access to the subject land is by private road, or “right-of-way”, state who owns the land or road, who is responsible for maintenance and whether it is maintained seasonally or year round

Water Access? Yes _____ No _____

If yes, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public lands

7. BUILDINGS, STRUCTURES AND USES

- What is the existing use of the subject land? _____
- Are there any buildings or structures on the subject land?

Yes _____ No _____

If Yes, please complete the following for each building and structure (Metric)

	Building One	Building Two	Building Three
Type of Building			
Front Yard Setback			
Rear Yard Setback			
Side Yard Setback			
Side Yard Setback			
Height			
Dimensions (L x W)			
Floor Area			
Date of Construction			

- What is the proposed use of the subject lands? _____
- Are there any buildings being proposed to be built on the subject lands?

Yes _____ No _____

	Building One	Building Two	Building Three
Type of Building			
Front Yard Setback			
Rear Yard Setback			
Side Yard Setback			
Side Yard Setback			
Height			
Dimensions			
Floor Area			
Date of Construction			

- When were the subject lands acquired by the current owner? _____
- How long have the existing uses continued on the subject lands? _____

8. SERVICES

- **Water Supply** is provided by:

Municipality Owned and operated

Individually owned Well

Communal Well

Lake

Other (Specify)

- **Sewage Disposal** is provided by:

Municipality owned and operated sewer

Privately owned septic system

Communal septic system

Pit privy

Other (Specify)

- **Storm Drainage** is provided by:

Town Storm Sewers

Ditches

Swales

Natural

Other (Specify)

9. OTHER APPLICATIONS

List if the subject land is the subject to any applications currently under the Planning Act:

Application	File #	Status
Plan of Subdivision/ Condominium (Section 51)		
Consent (Section 53)		
Minor Variance (Section 45)		
Zoning By-law Amendment (Section 34)		
Official Plan Amendment (Section 22)		
Site Plan Control (Section 41)		

10. PLANS REQUIRED

A detailed sketch showing the following, in metric units must be submitted with the application:

- a) The boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land
- b) the approximate location of all natural and artificial features (*for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, lake shoreline, wetlands, wood areas, well and septic tanks*) that,
 - a. are located on the subject land and on land adjacent to subject land
 - b. in the applicant's opinion, may affect the application
- c) the location and name of any roads within or abutting the subject land, and indicating what type of road it is (municipal, private, or right-of way)
- d) if the access to the subject land will be by water only, the location of parking and boat docking facilities to be used; and
- e) the location and nature of any easement affecting the subject land

11. AUTHORIZATION:

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I/We, _____, am the owner of the land that is subject of this application and I/We authorize _____ to make this application on my behalf.

Date

Signature of Owner

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below:

Authorization of Owner for Agent to Provide Personal Information

I/We, _____, am the owner of the land that is the subject of this application and for the purpose of the Freedom of Information and Protection of Privacy Act,

I/We authorize _____ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date

Signature of Owner

To be Completed by the Owner:

CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

I/We, _____, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I 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.

Date

Signature of Owner

16. ADDITIONAL FEES

Planning Report fee, North Bay-Mattawa Conservation Authority Review Fee, Engineering, Environmental and/or legal fees incurred by the Municipality pertaining to this Application, the Applicant, by endorsing below, hereby agree to submit the balance due, upon receipt of an invoice for same.

Date

Signature of Owner(s)/Agent

For Office Use Only:

Date Complete application was received: _____

File No. _____

Date Stamp: