



Application No. _____

City View No. _____

**FORM 1
PLANNING ACT
APPLICATION FOR MINOR VARIANCE
TOWN OF LAKESHORE**

1. Name of approval authority Town of Lakeshore Committee of Adjustment

2. Date application received by municipality _____

3. Date application deemed complete by municipality _____

4. Name of registered owner _____

Telephone number _____ Fax # _____

Address _____

Name of registered owner's authorized agent (if any)

Telephone number _____ Fax # _____

Address _____

Please Specify to whom all communications should be sent:

Registered owner

Authorized Agent

5. Name and address of any mortgages, charges or other encumbrances in respect of the subject land:

6. Location and description of subject land:

Concession _____ Lot(s) No. _____

Registered Plan No. _____ Lot(s) No. _____

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

Street Address _____ Assessment Roll No. _____

7. Size of subject parcel:

Frontage _____ Depth _____ Area _____

8. Access to subject parcel:

- Municipal Road County Road Provincial Highway
 Private Water

If access to the subject land is **by water** only, state the parking and docking facilities used or to be used and the approximate distance between these facilities and the nearest public road

9. Current Official Plan Land Use designation of subject land _____

10. Current Zoning of subject land _____

11. Nature and extent of relief from the Zoning By-law requested _____

12. Reasons why minor variance is necessary _____

13. Current use of subject land _____

14. Length of time current use of subject land has continued _____

15. Number and type of buildings or structures **existing** on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

16. Date of construction of existing buildings and structures on the subject land:

17. Date subject land acquired by current registered owner _____

18. Proposed use of subject land _____

19. Number and type of buildings or structures **proposed** to be built on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

20. Type of water supply:

- municipally owned and operated piped water supply
- well
- Other (specify) _____

21. Type of sanitary sewage disposal:

- municipally owned and operated sanitary sewers
- septic system
- Other (specify) _____

22. Type of storm drainage:

- sewers
- ditches
- swales
- Other (specify) _____

23. If known, indicate whether the subject land is the subject of an application under the Planning Act for:

- consent to sever
- approval of a plan of subdivision

If known, indicate the file number and status of the foregoing application:

24. If known, indicate if the subject land has ever been the subject of an application for minor variance under Section 45 of the Planning Act:

Dated at _____ this _____ day of _____,
20____.

(signature of applicant, solicitor or authorized agent)

**CONSENT OF THE OWNER/AUTHORIZED APPLICANT TO THE USE AND DISCLOSURE OF INFORMATION
AND SUPPORTING DOCUMENTATION**

I, _____, am the Authorized Applicant for the owner of the land (if owner is applying directly strike out reference to the “authorized applicant”) that is the subject of this planning application and for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act* I authorize and consent to the use by dissemination or the disclosure to any person or public body of any personal information, and any reports/studies and supporting documentation submitted in support of this application, that are collected under the authority of the *Planning Act* for the purposes of processing this application. I acknowledge being advised that should I have any questions about this collection of information or its release I may contact the Clerk of the Town of Lakeshore, 419 Notre Dame Street, Belle River, ON N0R 1A0, (519) 728-2700

Date

Signature of Owner/Authorized Applicant

OWNER’S/AUTHORIZED APPLICANT’S ACKNOWLEDGMENTS

Owners/Authorized Applicants are advised that there may be additional approvals (i.e. building permit etc.) and additional fees and charges associated with any development approved in conjunction with this application.

Owners/Authorized Applicants may be required to provide additional information that will assist the Town of Lakeshore in assessing the application.

The Owner/Authorized Applicant agrees to cooperate fully with the Town of Lakeshore and all of its staff in allowing and facilitating the inspection of the subject lands by Town of Lakeshore staff.

The applicant acknowledges and agrees that the Town of Lakeshore reserves the right to request additional deposits/ monies for expenses (i.e. engineering fees etc.) incurred by the Town of Lakeshore in reviewing this application.

DECLARATION

I, _____ of _____ in the County/District/Regional Municipality of _____ solemnly declare that all the statements contained in this application 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 and by virtue of the Canada Evidence Act. I also agree to allow the Town of Lakeshore its employees and agents to enter upon the subject property for the purpose of conducting inspections, surveys and tests that maybe necessary to this application. I fully understand and agree to comply with all of the Owner’s/Authorized Applicant’s Acknowledgements set out above.

Declared before me at _____
in the _____ of _____
this _____ day of _____, 20____.

Owner/Authorized Applicant

A Commissioner, etc.

AUTHORIZATION

If the applicant is not the owner of the land that is subject of this application, written authorization by the owner must be attached or the authorization set out below must be completed by the owner.

I, _____ am the owner of the land that is subject of this application for approval and I authorize _____ (the "Authorized Applicant") to make this application on my behalf. I acknowledge and agree that I am bound by all acknowledgements, declarations, agreements and statements made on my behalf in this application by my Authorized Applicant including those made in reference to *Municipal Freedom of Information and Protection of Privacy Act* authorizing the use by dissemination or the disclosure to any person or public body of any personal information, and any reports/studies and supporting documentation submitted in support of this application, that are collected under the authority of the *Planning Act* for the purposes of processing this application.

Date: _____

Signature of Owner: _____

NOTES:

Each copy the application must be accompanied by a sketch, drawn to scale, showing:

- 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 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 of features include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks/tile fields;
- 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.

REQUIRED SKETCH (USE SEPARATE SHEET IF NECESSARY)

IF THE PROPERTY IS ON A SEPTIC SYSTEM PLEASE SEE NEXT PAGE FOR MORE DETAILS

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