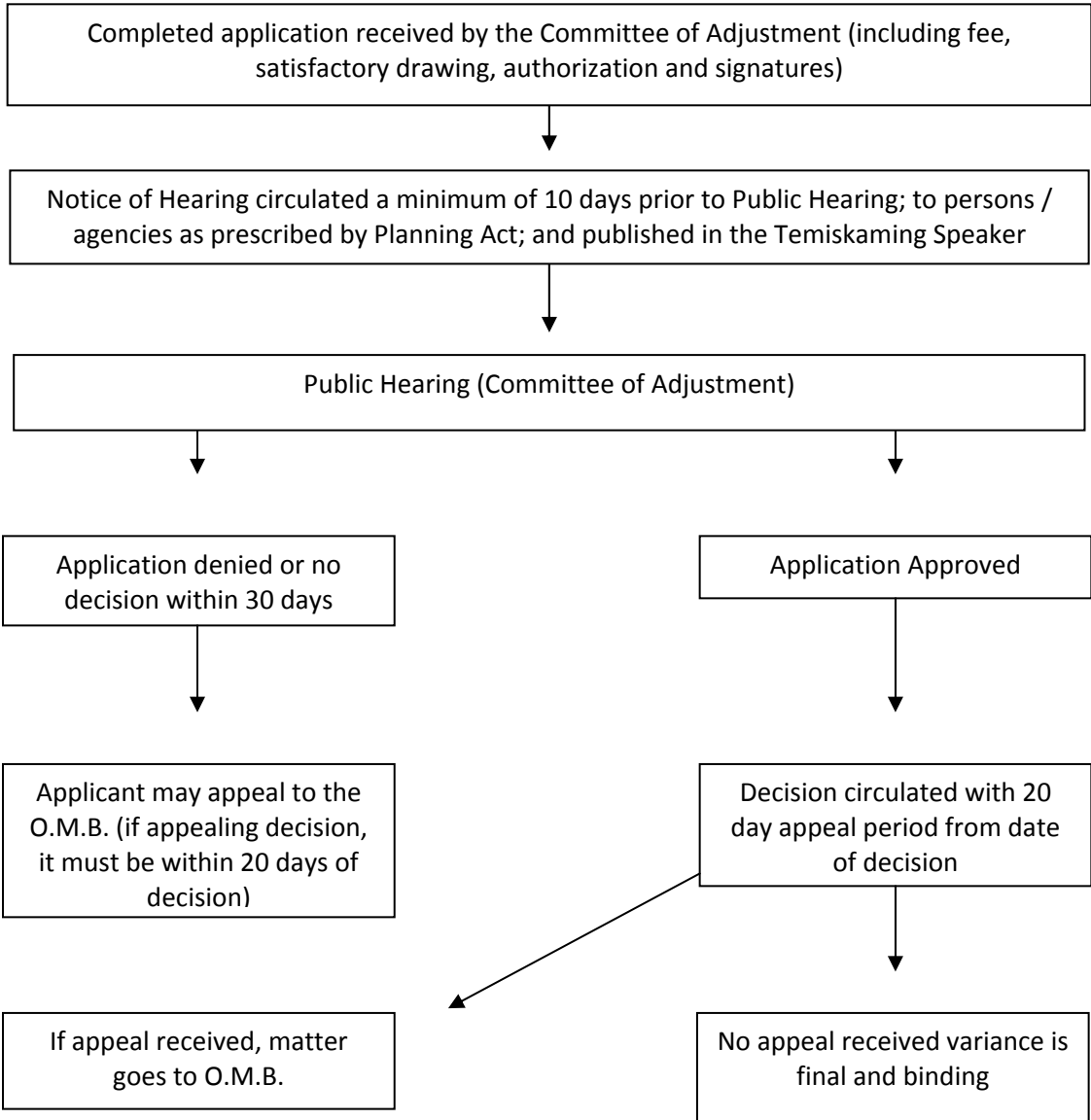


The City of Temiskaming Shores
 P.O. Box 2050, 325 Farr Drive, Haileybury, Ontario P0J 1K0

**MINOR VARIANCE FLOWCHART
 Under Section 45 of the Planning Act**



The City of Temiskaming Shores
P.O. Box 2050, 325 Farr Drive, Haileybury, Ontario P0J 1K0

MINOR VARIANCE QUICK FACTS

Under Section 45 of the Planning Act

A minor variance is a minor amendment to the zoning by-law for a particular building or property (e.g., a building is to be built 13 feet from the side lot line instead of the required 15 feet). It may also be for an expansion of a legal non-conforming use.

What constitutes whether an application is minor or not is up to the Committee of Adjustment. The application must maintain the intent of the Official Plan and the Zoning By-Law, be minor in nature, and be desirable for the appropriate development of the land or building.

An application is submitted and circulated to certain agencies and neighbours. The application is considered by the Committee of Adjustment and usually a decision is made at the hearing. Conditions of the variance may also be imposed.

Items to Be Considered when Reviewing Minor Variance Applications:

- compatibility with neighbouring development
- visual impact
- environmental concerns (but not to the same extent as Official Plan Amendments or Zoning By-law Amendments)
- impact on neighbouring properties
- consistency in decisions
- intent of Official Plan and Zoning By-Law

Submissions Requirements:

1. Completed application form authorized by landowner (and signed in front of a Commissioner).
2. Application Fee:
 - \$400.00 + 5% GST = \$420.00
3. Plot Plan showing:
 - location of property
 - property boundaries
 - north arrow, scale
 - location of existing and proposed buildings (including setbacks from property lines)
 - existing terrain features (i.e., rock outcrops, vegetation, steep slopes, drainage)
 - adjacent land use and location of closest buildings

Length of time for approval: This usually takes two (2) months.

Submit To:

Secretary-Treasurer, Committee of Adjustment, P.O. Box 2050, 325 Farr Drive, Haileybury, ON, P0J 1K0