

**Application for Minor Variance  
Under Section 45 of the Planning Act**

**Approval authority:**  
City of Temiskaming Shores Committee of Adjustment

**Fee:** \$550 + \$100 advertising fee + 13% HST  
= \$734.50

Office Use Only
File No.: _____
Date Received: _____
Roll No.: 5418-_____

**1. Owner Information**

Name of Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**If more than one registered owner, please provide information below** (attach separate sheet if necessary):

Name of Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**2. Applicant/Agent Information** (if applicant is not the owner or applicant is an agent acting on behalf of the owner):

Name of Agent: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**3. Please specify to whom all communications should be sent:**

Owner     Applicant/Agent

**4. Property Information**

a. Location of the subject land:

Dymond     New Liskeard     Haileybury

Municipal Address
Legal Description (concession and lot numbers, reference plan and lot/part numbers)

b. Date the subject land was acquired by the current owner: \_\_\_\_\_

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

Yes     No

If yes, describe the easement or covenant and its effect:

--

d. Dimensions of subject land:

Lot Area: \_\_\_\_\_ Road Frontage: \_\_\_\_\_

Lot Depth: \_\_\_\_\_ Water Frontage: \_\_\_\_\_

e. Existing use(s) of the subject land (check all that apply):

Residential                       Commercial                       Industrial

Institutional                       Agricultural                       Vacant

Mixed Use (specify): \_\_\_\_\_

Other (specify): \_\_\_\_\_

f. Length of time the existing uses of the subject land have continued: \_\_\_\_\_

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

Yes       No

If yes, complete the table below (attach a separate sheet if necessary):

	Building 1	Building 2	Building 3	Building 4	Building 5
Type or use of building					
Height of building (m)					
Setback from front lot line (m)					
Setback from rear lot line (m)					
Setback from side lot line one side (m)					
Setback from side lot line other side (m)					
Setback from shoreline (m)					
Dimensions (m) or floor area (m <sup>2</sup> )					
Date constructed					
Is building to remain or be removed?					

**h.** Existing use(s) of abutting properties:

North: \_\_\_\_\_ East: \_\_\_\_\_  
 South: \_\_\_\_\_ West: \_\_\_\_\_

**5. Planning Information**

**a.** Current Official Plan Designation(s): \_\_\_\_\_

**b.** Current Zoning: \_\_\_\_\_

**c.** Nature and extent of requested relief from the Zoning By-law:

d. Reason why the proposed use cannot comply with the provision(s) of the Zoning By-law:

**6. Proposed Use of Property**

a. Proposed use(s) of the subject land (check all that apply):

- Residential                       Commercial                       Industrial  
 Institutional                       Agricultural                       Vacant  
 Mixed Use (specify): \_\_\_\_\_  
 Other (specify): \_\_\_\_\_

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

- Yes       No

If yes, complete the table below (attach a separate sheet if necessary):

	Building 1	Building 2	Building 3	Building 4	Building 5
Type or use of building					
Height of building (m)					
Setback from front lot line (m)					
Setback from rear lot line (m)					
Setback from side lot line one side (m)					
Setback from side lot line other side (m)					
Setback from shoreline (m)					
Dimensions (m) or floor area (m <sup>2</sup> )					

**7. Access and Servicing**

a. What type of access is proposed for the subject land?

- Provincial Highway                       Private Road  
 Municipal Road, maintained all year                       Right-of-Way  
 Municipal Road, maintained seasonally                       Water Access  
 Other (specify): \_\_\_\_\_

i. If access to the subject land will be by water only, describe the docking and parking facilities to be used and the approximate distance to these facilities from the subject land and the nearest public road:

b. What type of water supply is proposed for the subject land?

- Publicly owned and operated piped water supply (City water)
- Privately owned and operated individual well
- Privately owned and operated communal well
- Lake or other water body
- Water service not proposed
- Other (specify): \_\_\_\_\_

c. What type of sewage disposal is proposed for the subject land?

- Publicly owned and operated sanitary sewage system (City sewer)
- Privately owned and operated individual septic system
- Privately owned and operated communal septic system
- Privy
- Sewage disposal service not proposed
- Other (specify): \_\_\_\_\_

d. What type of storm drainage is proposed for the subject land?

- Storm sewer
- Ditches
- Swales
- Other (specify): \_\_\_\_\_

## 8. Previous Applications

a. Has the subject land ever been the subject of a minor variance application under Section 45 of the Planning Act?

- Yes     No     Unknown

If yes, provide the following information:

File No.: \_\_\_\_\_ Status: \_\_\_\_\_

Briefly describe the variance request:

## 9. Current Applications

- a. Is the subject land currently the subject of an application for approval of a plan of subdivision under Section 51, or consent under Section 53 of the Planning Act?

Yes     No     Unknown

If yes, provide the following information:

File No.: \_\_\_\_\_ Status: \_\_\_\_\_

## 10. Sketch

The application must be accompanied by a sketch showing the following:

- The boundaries and dimensions of the subject land;
- 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;
- 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 and septic tanks) that:
  - Are located on the subject land and on land that is adjacent to it, and;
  - In the applicant's opinion, may affect the application;
- The current uses on land that is adjacent to the subject land (eg. residential, agricultural, commercial, etc.);
- 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 lot line, rear lot line and the side lot lines;
- 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;
- If access to the subject land is by water only, the location of the parking and boat docking facilities to be used;
- The location and nature of any easement affecting the subject land.

**11. Applicant/Agent 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.

I/We, \_\_\_\_\_ are the registered owners of the subject land and I/we hereby authorize \_\_\_\_\_ to make this application on my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

Date: \_\_\_\_\_ Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Owner: \_\_\_\_\_

**12. Authorization for Site Visits**

I/We authorize Municipal Staff and Council and/or Committee members, as necessary, to enter the subject property to gather information necessary in the assessment of the application.

\_\_\_\_\_  
*Applicant Initial*                      *Applicant Initial*

**13. Notice re: Use and Disclosure of Personal Information**

In accordance with the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, I/We acknowledge and understand that any information collected on this form and any supplemental information submitted as part of this application can be disclosed to any person or public body.

\_\_\_\_\_  
*Applicant Initial*                      *Applicant Initial*

**14. Declaration of Applicant**

- ✓ If the application is being submitted by the property owner and there is more than one registered owner, each owner must complete a separate declaration.
- ✓ If the application is being submitted by the property owner and the owner is a firm or corporation the person signing this declaration shall state that he/she has the authority to bind the corporation or affix the corporate seal.
- ✓ This declaration must be completed in front of a Commissioner for Taking Affidavits.

I, \_\_\_\_\_ of the \_\_\_\_\_  
in the \_\_\_\_\_ of \_\_\_\_\_ make oath and say  
(or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true and I make this solemn declaration conscientiously knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

**Sworn (or declared) before me**

at the \_\_\_\_\_  
in the \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*A Commissioner for Taking Affidavits*