



## Committee of Adjustment Minor Variance Application Form

Corporation of the Municipality of Meaford  
Secretary Treasurer: Kara Rogers  
21 Trowbridge Street West  
Meaford, ON N4L 1A1

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This application is made to the Committee of Adjustment for the Municipality of Meaford under Section 45 of the Planning Act, R.S.O. 1990, for relief, as described in this application, from Meaford Zoning By-law 60-2009, as amended.

Once signed and commissioned, this application shall be filed with the Secretary Treasurer of the Committee of Adjustment, along with a sketch or survey as described in this application, and accompanied by the fee made payable to the Corporation of the Municipality of Meaford.

**Date Accepted:** \_\_\_\_\_ **Accepted By:** \_\_\_\_\_ **File #:** \_\_\_\_\_ **Roll #:** \_\_\_\_\_

### Type of Application:

- |  |                  |
|--|------------------|
| <input type="checkbox"/> <b>Minor Variance Application Fee</b>                             | <b>\$1200.00</b> |
| (Payable to the Municipality)  |                  |
| <input type="checkbox"/> <b>Septic Review</b>  | <b>\$125.00</b>  |
| (Required for all variance applications on Private Services – Payable to the Municipality) |                  |
| <input type="checkbox"/> <b>Grey Sauble Conservation Authority Fee</b>                     | <b>\$200.00</b>  |
| (Required for all applications - Payable to Grey Sauble Conservation Authority)            |                  |

### Applicant Information:

1) Registered Owner(s): \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax/Email: \_\_\_\_\_

2) Applicant(s)/Agent(s) (if different then owner): \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax/Email: \_\_\_\_\_

Applicant's relationship to subject lands: \_\_\_\_\_

Communications should be sent to:

**Owner(s)**  **Applicant(s)**  **Agent(s)**

Signs for posting on the lands should be sent to:

**Owner(s)**  **Applicant(s)**  **Agent(s)**

## Subject Lands:

1. Municipal Address: \_\_\_\_\_
- Former Township/Town:  St. Vincent  Sydenham  Meaford
- Concession: \_\_\_\_\_ Lot: \_\_\_\_\_ Registered Plan: \_\_\_\_\_
- Part(s): \_\_\_\_\_ of Lot(s) \_\_\_\_\_ Reference Plan: \_\_\_\_\_
- Date Lands were acquired by current owner(s): \_\_\_\_\_

2. Description:

	Area (hectares)	Frontage (meters)	Depth (meters)
<b>Entire Property</b>			
<b>Lands Affected (if only a portion)</b>			

3. Current Official Plan Designation of the Lands: \_\_\_\_\_
4. Current Zoning By-law Designation of the Lands: \_\_\_\_\_
5. Please indicate any environmental constraints apply to the subject lands:
- Wetlands  Specialty Crop Lands  Floodplains  ANSI's
- Heritage Resources  Streams, Ravines and Lakes  Solid Waste Management
- Springs or Sinkholes  Niagara Escarpment Plan  Water Resources
- Aggregate Resources  Thin Overburden (Karst)  Sewage Treatment Plant
- Fisheries, Wildlife & Environment  Wooded Areas and Forest Management
6. Describe the nature and extent of relief applied for: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

7. Describe the reasons why it is not possible to comply with the provisions of the by-law:
- \_\_\_\_\_
- \_\_\_\_\_

8. Existing use of the lands and how long the use has continued (Agricultural, Residential, Commercial, Industrial, Vacant, Other) : \_\_\_\_\_
- \_\_\_\_\_

9. Describe any new proposed uses of the lands: \_\_\_\_\_

10. Present use of abutting properties:

North \_\_\_\_\_

South \_\_\_\_\_

East \_\_\_\_\_

West \_\_\_\_\_

11. Indicate the Type of Road Access:

- Provincial Highway Access
- County Road
- Open and Maintained Municipal Road Allowance
- Non-maintained/Seasonally Maintained Municipal Road Allowance
- Private Right-of-Way
- Water Access **(Not recognized by the Municipality of Meaford)**

12. If access to the subject land is by water only, what are the parking and docking facilities at the site and what is the approximate distance of these facilities from the subject land to the nearest public road? **(Not recognized by the Municipality of Meaford)**.

13. Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the Planning Act or Consent under Section 53 of the Planning Act?  Yes  No

**If yes**, please describe briefly (i.e. Date of application, file number, nature of application, etc.):

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14. Has the subject land ever been the subject of an application for minor variance under Section 45 of the Planning Act?  Yes  No

**If yes**, please describe briefly (i.e. Date of application, file number, nature of application, etc.):

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15. Is there any related development applications that are currently in process for this property?  Yes  No

**If yes**, please describe briefly (i.e. Date of application, file number, nature of application, etc.):

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16. Provide the following details for all the building, both existing and proposed (Use separate page if necessary).

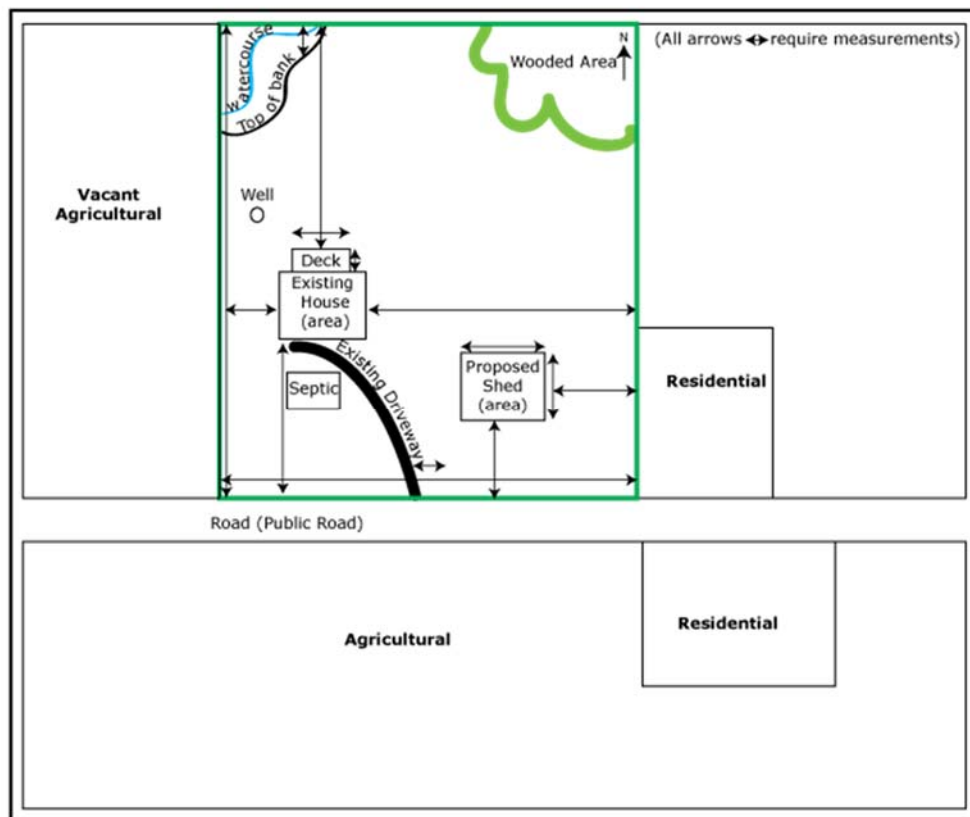
<b>Building Type:</b>	<b>Existing</b>	<b>Proposed</b>	<b>Existing</b>	<b>Proposed</b>
<b>Date of Construction</b>				
<b>Ground Floor Area (m<sup>2</sup>)</b>				
<b>Gross Floor Area (m<sup>2</sup>)</b>				
<b>Number of Stories</b>				
<b>Width (m)</b>				
<b>Length (m)</b>				
<b>Height (m)</b>				
<b>Use</b>				
<b>Setback from front lot line (m)</b>				
<b>Setback from rear lot line (m)</b>				
<b>Setback from side lot line (m)</b>				

17. Indicate the Applicable Water Supply, Sewage Disposal and Storm Servicing:

<b>Types of Servicing</b>	<b>Existing</b>	<b>Proposed</b>
<b>Water Servicing</b> (Municipal, Communal, Private Well)		
<b>Sewer Servicing</b> (Municipal, Communal, Private System)		
<b>Storm Servicing</b> (Storm Sewer, Ditches, Swales)		

18. Please provide 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 line, rear yard lot line and the side yard lot line;
- 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 include buildings, railways, roads, watercourses, drainage ditches, rivers or stream banks, wetlands, springs, sinkholes or erosion features, wooded areas, wells and septic tanks;
- d) The current uses on the 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 traveled 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.



The Committee may also request the applicant to provide a photograph and/or survey of the lands or location for which this application is made.

**AFFIDAVIT – SOLEMN DECLARATION (Affidavits MUST be signed in the presence of a Commissioner of Oaths):**

I/We \_\_\_\_\_ and \_\_\_\_\_  
*Name of Owner(s)* *Name of Owner(s)*

Of the **City/Town/Municipality** of \_\_\_\_\_ in the **County/Region** of \_\_\_\_\_

Solemnly declare that all statements contained in this application and all the information provided is true, and I/we 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 have been advised that incomplete and/or inaccurate information will delay the procession of my application and may results in additional costs to me.

**DECLARED before me at the**

**City/Town/Municipality** of \_\_\_\_\_ in the **County/Region** of \_\_\_\_\_

**This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

\_\_\_\_\_  
*Signature of Owner(s) or Agent(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Owner(s) or Agent(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Commissioner*

\_\_\_\_\_  
*Date*

## **Applicant's Consent (Freedom of Information), Authorization For Access & Signage Agreement:**

In accordance with the provision of the Planning Act, it is the policy of the Municipality to provide public access to all development applications and supporting documentation. Additionally, notice signs, provided by the Municipality for your convenience, must be posted on the subject lands such that they are visible and legible from a public highway, providing notification to passers-by and assisting staff and the Committee in locating the property during site visits in advance of the public meeting. In submitting this development application and supporting documentation,

I/We \_\_\_\_\_ and \_\_\_\_\_  
*Name of Owner(s)* *Name of Owner(s)*

Of the **City/Town/Municipality** of \_\_\_\_\_ in the **County/Region** of \_\_\_\_\_

Hereby acknowledge the above-noted and provide my (our) consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, as well as commenting letters of reports issued by the municipality and other review agencies will be part of the public record and will also be available to the general public. **AND;**

Hereby confirm that the required notice signs will be posted on the lands as instructed and further indemnify the Municipality from any damages resulting from the improper postings of this sign. **AND;**

Hereby permit Municipal Staff and its representatives to enter upon the premises for the purpose of performing inspections of the subject property.

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Witness*

\_\_\_\_\_  
*Date*

# OWNER(S) AUTHORIZATION OF AGENT

(Only required if the applicant or agent is not the registered owner):

I/We \_\_\_\_\_ and \_\_\_\_\_  
*Name of Owner(s)* *Name of Owner(s)*

Of the **City/Town/Municipality** of \_\_\_\_\_ in the **County/Region** of \_\_\_\_\_

Registered owner of \_\_\_\_\_  
*Property Description*

Do hereby authorize \_\_\_\_\_  
*Name(s) of Authorized Agent(s)*

To act as my (our) agent for the purposes of this application.

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Witness*

\_\_\_\_\_  
*Date*



**AFFIDAVIT - COSTS OF APPLICATION**

**(Affidavits MUST be signed in the presence of a Commissioner of Oaths):**

I/We \_\_\_\_\_ and \_\_\_\_\_  
*Name of Owner(s)* *Name of Owner(s)*

Of the **City/Town/Municipality** of \_\_\_\_\_ in the **County/Region** of \_\_\_\_\_

Hereby acknowledge receiving and reviewing the fee and tariffs related to planning matters. I further understand and agree to be bound by the tariff and specifically agree that I shall pay full cost recovery for any planning matters listed in the fee tariff.

I understand and agree that the Fee and any associated Deposit submitted with this application covers only the anticipated processing cost (i.e. review by the Municipality, on Public Meeting and documents if approved). It is further understood and agreed that any additional costs or requirements, incurred and charged by the Municipality (i.e. Planning, Legal or Engineering Fees, O.M.B. hearing costs, Agreements, Special Studies, other Approvals or Applications and any other related matters), will be my/our responsibility to pay and/or reimburse the Municipality for same. Failure to pay all associated costs may result in refusal of this application and if not paid forthwith after being invoiced, I agree that such costs shall be added to my municipal tax bill and collected by the Municipality in the same manner such as municipal taxes, or by any other means legally available to the Municipality.

**DECLARED before me at the**

**City/Town/Municipality** of \_\_\_\_\_ in the **County/Region** of \_\_\_\_\_

**This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Commissioner*

\_\_\_\_\_  
*Date*