



Come for a visit. Stay for a lifestyle.

Application for Minor Variance

**PLEASE SUBMIT YOUR
COMPLETED APPLICATION TO:**

Liz Mitchell, Planning Coordinator
The Municipality of Trent Hills
66 Front Street South
P.O. Box 1030
Campbellford, Ontario
K0L 1L0

Tel: (705) 653-1900 ext. 224
Fax: (705) 653-5203
E-mail: liz.mitchell@trenthills.ca



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Application for Minor Variance
Corporation of the Municipality of Trent Hills

Application Guide

FOR OFFICE USE ONLY
Application Fee in accordance with the current Trent Hills Fees and Charges By-law
Plus Applicable Conservation Authority Fees (if required)

Date Filed:	
File Number:	
Hearing Date:	
Comments to be Received By:	
Card Issued:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fee Paid:	<input type="checkbox"/> Yes <input type="checkbox"/> No Amount: _____

APPLICANT INFORMATION

Name:	Home Phone No.
	Work Phone No.
	Fax Number:
Address: (including Postal Code)	
Email Address:	

AUTHORIZED AGENT/SOLICITOR INFORMATION

Name:	Phone No.:
	Fax Number:
Address: (including Postal Code)	
Email Address:	

Please specify the person is to be contacted about this application:

Owner Agent Solicitor

PURPOSE OF THE APPLICATION – NATURE AND EXTENT OF RELIEF FROM THE ZONING BY-LAW	
<hr/> <hr/>	
REASONS WHY THE PROPOSED USE CANNOT COMPLY WITH THE ZONING BY-LAW	
<hr/> <hr/>	

LOCATION OF LAND	
Municipality:	Present Lot Size:
Concession:	Lot No.:
Registered Plan:	Lot/Block
Name of Street:	Street No.:

DESCRIPTION OF LAND TO WHICH MINOR VARIANCE WOULD APPLY		
Frontage/Width:	Depth:	Area:
Existing Use:		Proposed Use:
NUMBER AND USE OF BUILDINGS AND STRUCTURES ON THE LAND TO WHICH MINOR VARIANCE WOULD APPLY		
Existing:		Proposed:
Type of Access (see guide):		
Type of Water Supply Proposed (see guide):		
Type of Sewage Disposal Proposed (see guide):		
Type of Storm Drainage (see guide):		

EXISTING BUILDINGS and STRUCTURES

Set backs from front, rear and side yard for each existing building/structure on the subject property:

Height and area of each existing building/structure on the subject property:

Are any new buildings/structures proposed for the subject site: Yes No

PROPOSED BUILDINGS and STRUCTURES

Set backs from front, rear and side yard for each proposed building/structure on the subject property:

Height and area of each proposed building/structure on the subject property:

HISTORY OF THE SUBJECT LAND

When was the subject property acquired by the current owner?

Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?

Yes No Unknown

If yes and known, please provide the following:

Application File Number: _____

Decision Made on the Application: _____

How long have the current uses continued on the subject site?

What was the date that the existing structures on the subject lands were constructed?

Has the property been subject to previous minor variance, zoning amendment or consent applications?

Yes No

If yes, when? _____

LAND USE CERTIFICATION

What is the existing Official Plan designation of the subject land?

What is the existing zoning of the subject land?

CURRENT APPLICATIONS

Is the Owner or agent applying for consent on the holding simultaneously with this application?

Yes No

Is the subject land currently the subject of a proposed Official Plan or Official Plan amendment?

Yes No Unknown

If yes and known, please specify the File Number: _____

Is the subject land currently the subject of an application for a zoning by-law amendment or severance?

Yes No Unknown

If yes and known, please specify the File Number: _____

OTHER INFORMATION

If there is any other information that you think may be useful to the Planning Advisory/Committee of Adjustment or to any agency which will be reviewing this application, please explain below, or on a separate page.

LAND USES/FEATURES			
Are any of the following uses or features on the subject land or within 500 meters of the subject land? (check appropriate space)			
Use of Feature	On the Subject Land	Specify Distance Minor Variance is from Feature on Neighbouring Parcel	Within 500 metres of the Subject Land (neighbouring lands)
An agricultural operation (including abattoir)			
Livestock facility or stockyard (animal type and #)			
A commercial or industrial use			
A watercourse (i.e. creek, stream, river)			
A wetland (i.e. marsh, swamp, low, seasonally wet areas, or wooded wet areas)			
A steep slope			
An active or abandoned rail line			
An active or abandoned mine site (specify)			
A landfill (active or non-operational)			
Provincial Park or Crown Lands			
A rehabilitated mine site			
A noxious industrial site			
A natural gas or petroleum pipeline			
A sewage treatment plant or waste stabilization			

MINOR VARIANCE FILE # _____ ROLL # _____

NOTE: The declaration must be endorsed, by the applicant(s), before this application will be accepted. If the application is for a lot addition, the benefiting property owner must also sign the application form below.

If an agent is acting for you, a letter must be attached authorizing to act on your behalf.

DECLARATION

I/We, _____
of the Municipality of _____ in the County
of _____ solemnly declare that all the statements
contained in this application for consent and all the supporting document are true and
that I/We make this solemn declaration conscientiously believing it to be true and
complete and knowing that is of the same force and effect as it made under oath and
virtue of the CANADA EVIDENCE ACT.

Signature of Applicant:	Signature of Applicant:
Printed Name of Applicant:	Printed Name of Applicant:
Date:	Date:
Signature of Benefitting Property Owner:	Signature of Benefitting Property Owner:
Printed Name of Benefitting Property Owner:	Printed Name of Benefitting Property Owner:
Date:	Date:
Signature of Agent:	Signature of Agent:
Printed Name of Agent:	Printed Name of Agent:
Date:	Date:

MINOR VARIANCE FILE # _____ ROLL # _____

DECLARED before me at the _____ of
_____ in the County of _____
this _____ day of _____ 20_____.

A Commissioner, etc.

The information on this form is being collected under the authority of section 4 of the *Municipal Freedom of Information and Protection of Privacy Act*. This information will be used for the purpose of processing an access request under the *Act*. Enquiries regarding the collection of this information should be directed to the Office of the Clerk / Freedom of Information Coordinator, Municipality of Trent Hills, 66 Front St. S., Campbellford, Ontario, K0L 1L0, (705) 653-1900.