

Municipal Fee Received:	
ERCA Fee Received:	

Application No. _____

PLANNING ACT
APPLICATION FOR MINOR VARIANCE ☐
APPLICATION FOR PERMISSION ☐
TOWN OF AMHERSTBURG

1. Name of approval authority Town of Amherstburg
2. Date application received by municipality _____
3. Date application deemed complete by municipality _____
4. Name of registered owner _____
Telephone number _____
Address & Postal Code _____
Email _____
Name of registered owner's solicitor
or authorized agent (if any) _____
Telephone number _____
Address & Postal Code _____
Email _____
Please specify to whom all communications should be sent:
☐ registered owner ☐ solicitor ☐ 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 No. _____ 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.

25. The proposed project includes the addition of permanent above ground fuel storage:

- ☐ Yes
- ☐ No

26. Is the land within 600m of property that is designated as Extraction Industry?

- ☐ Yes
- ☐ No

If yes, as per Section 3.3.3 of the Official Plan a noise and vibration study is required for approval by the Town, to be completed.

A minor variance application fee of \$1239.00, along with an ERCA development review fee of \$200.00 (total of \$1439.00 payable to the Town of Amherstburg), must accompany your completed application.

Dated at the _____ of _____
PRINT NAME OF TOWN OR CITY

This date _____.

SIGNATURE APPLICANT, SOLICITOR OR AUTHORIZED AGENT

I, _____ of the _____ in the
NAME PRINT NAME OF TOWN OF CITY

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.

Declared before me at the _____ of _____
PRINT NAME OF TOWN OR CITY

In the _____ of _____
PRINT COUNTY/REGION/DISTRICT

this date _____.

APPLICANT, SOLICITOR OR AUTHORIZED AGENT

A COMMISSIONER, ETC.

NOTES:

Each copy of 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.

If the subject lands are located within 120 m of a Provincially Significant Wetland, Significant Woodland, Area of Natural or Scientific Interest or Significant Species at Risk Habitat, the applicant may be required to complete a natural heritage review. The initial pre-consultation cost of the natural heritage review is \$565 and should additional work, such as an Environmental Impact Assessment, be required, the applicant will be responsible for all costs associated with review. Costs associated with the review will be invoiced to the applicant through the Town of Amherstburg. The applicant will be responsible for finding their own qualified biologist to complete the Environmental Impact Assessment, if required, and will be responsible for all costs associated with the assessment.

AUTHORIZATION

(Please see note below)

To: Secretary-Treasurer
Committee of Adjustment
Town of Amherstburg

Description and Location of Subject Land:

I/We, the undersigned, being the registered owner(s) of the above lands hereby authorize

_____ of the _____ of _____ to:
PRINT NAME **PRINT TOWN OR CITY**

- (1) make an application on my/our behalf to the Committee of Adjustment for the Town of Amherstburg;
- (2) appear on my behalf at any hearing(s) of the application; and
- (3) provide any information or material required by Town's Committee of Adjustment relevant to the application.

Dated at the _____ of _____
PRINT TOWN OR CITY

in the _____ of _____
PRINT COUNTY/REGION/DISTRICT

this date _____.

SIGNATURE OF WITNESS

SIGNATURE OF OWNER

SIGNATURE OF WITNESS

SIGNATURE OF OWNER

SIGNATURE OF WITNESS

SIGNATURE OF OWNER

* Note: This form is only to be used for applications which are to be signed by someone other than the owner.

POSTING COMMITTEE OF ADJUSTMENT ADVISORY SIGN

This will confirm the requirements of the Committee of Adjustment for a sign to be posted by all applicants or authorized agents on each property under application.

A sign will be made available to you upon submission of your application(s). You are directed to post the sign in a prominent location that will enable the public to observe the sign.

The location of the sign will depend on the lot and location of structures on it. The sign should be placed so as to be legible from the roadway in order that the public see the sign and make note of the telephone number should they wish to make inquiries. The Zoning By-law prohibits the signs from being located in any corner lot sightlines. In most cases, please post the sign on a stake as you would a real estate sign. For commercial or industrial buildings it may be appropriate to post the sign on the front wall of the building at its entrance. Please contact the undersigned if you have any queries on the sign location.

The sign must remain posted beginning 10 days prior to the Hearing, until the day following the decision of the Committee of Adjustment. Please complete the form below indicating your agreement to post the sign(s) as required. This form must be submitted with the application so that it may be placed on file as evidence that you have met the Committee's requirements. Failure to post the sign as required will result in deferral of the application.

Chris Aspila, MCIP RPP
Manager of Planning Services

PROPERTY ADDRESS: _____

APPLICATION NUMBER(S): _____

I understand that each sign must be posted at least 10 days before the Hearing, and will remain posted and be replaced if necessary, until the day following the Decision.

I acknowledge that the Secretary-Treasurer has confirmed these requirements with me.

SIGNATURE (APPLICANT OR AUTHORIZED AGENT)

DATE