



**CITY OF STRATFORD
APPLICATION FOR
MINOR VARIANCE**

APPLICATION NO: _____ DATE RECEIVED: _____

NOTE TO APPLICANTS:

The information in this form that must be provided by the applicant is prescribed in Ontario Regulation 200/96 made under the *Planning Act*. This mandatory information must be provided with the appropriate fee.

1. OWNER: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

E Mail: _____

2. APPLICANT OR AGENT (IF ANY): _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

E Mail: _____

NOTE: (1) unless otherwise requested, all communications will be sent to the agent, if any.
(2) an owner's authorization is required in Section 23 if the agent or applicant is not the owner.

3. NAMES AND ADDRESSES OF ANY MORTGAGEES, HOLDERS OF CHANGES OR OTHER ENCUMBRANCES

4. NATURE AND EXTENT OF RELIEF APPLIED FOR:

5. WHY IS IT NOT POSSIBLE TO COMPLY WITH THE PROVISIONS OF THE BY-LAW?

6. LOCATION OF SUBJECT LAND (COMPLETE APPLICABLE LINES)

Municipality: _____ Concession: _____
Registered Plan No.: _____ Lot(s) No.: _____
Reference Plan No: _____ Part(s) No: _____
Name of Street: _____ Street No.: _____

7. DIMENSION OF LAND AFFECTED

Frontage: _____
Depth: _____
Area: _____
Width of Street: _____

8. PARTICULARS OF ALL BUILDINGS AND STRUCTURES ON OR PROPOSED FOR THE SUBJECT LAND (SPECIFY GROUND FLOOR AREA, GROSS FLOOR AREA, NUMBER OF STOREYS, WIDTH, LENGTH, HEIGHT, ETC.)

Existing:

Proposed:

9. LOCATION OF ALL BUILDINGS AND STRUCTURES ON OR PROPOSED FOR THE SUBJECT LAND (SPECIFY DISTANCE FROM SIDE, REAR AND FRONT LOT LINES)

Existing:

Proposed:

10. DATE OF ACQUISITION OF SUBJECT LAND

11. DATE OF CONSTRUCTION OF ALL BUILDINGS AND STRUCTURES ON SUBJECT LAND

12. EXISTING USES OF THE SUBJECT PROPERTY

13. PROPOSED USES OF THE SUBJECT PROPERTY

14. EXISTING USES OF ABUTTING PROPERTIES

15. LENGTH OF TIME THE EXISTING USES OF THE SUBJECT PROPERTY HAVE CONTINUED

16. MUNICIPAL SERVICES AVAILABLE (CHECK APPROPRIATE SPACE OR SPACES)

16.1 Type of access (check appropriate box):

- provincial highway
- municipal road, maintained all year
- municipal road, seasonally maintained
- other public road
- right of way

16.2 Type of water supply (check appropriate box):

- publicly owned and operated piped water system
- privately owned and operated individual well
- privately owned and operated communal well
- lake or other water body
- other means

16.3 Type of sewage disposal (check appropriate box):

- publicly owned and operated sanitary sewage system
- privately owned and operated individual septic tank
- privately owned and operated communal septic system
- privy
- other means

16.4 Type of storm drainage (check appropriate box):

- storm sewers
- ditches
- swales
- other means

17. PRESENT OFFICIAL PLAN PROVISIONS APPLYING TO THE LAND

18. PRESENT ZONING BY-LAW PROVISIONS APPLYING TO THE LAND

19. IS THE SUBJECT PROPERTY THE SUBJECT OF A CURRENT APPLICATION FOR SUBDIVISION OR CONSENT UNDER THE *PLANNING ACT*?

Yes ___ No ___

If the answer is YES, specify the appropriate file number and the status of the application.

20. HAS THE OWNER PREVIOUSLY APPLIED FOR A MINOR VARIANCE IN RESPECT TO THE SUBJECT PROPERTY?

Yes___ No ___

If the answer is YES, describe briefly.

21. SKETCH

The application shall 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 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, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- the current uses on land that is adjacent to the subject land.
- 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 docking facilities to be used; and
- the location and nature of any easement affecting the subject land.

22. OTHER FEES

In addition to the application fee where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all legal and consulting fees incurred by the City, at the City's actual cost. Depending on the amount of such fees, which the City expects to incur on any given application, the City may also require the applicant to enter into an agreement with respect to the payment of such fees and may, where appropriate, require security to be posted.

The applicant is hereby notified that in the event the City of Stratford Council approves the application and the matter is appealed to the Ontario Municipal Board, the applicant may be required to enter into a financial agreement to bear all legal and consulting costs incurred by the City with regard to its preparation for and attendance at such hearings, including all prehearing conferences and all hearing related matters.

23. AFFIDAVIT OR SWORN DECLARATION:

DECLARATION FOR THE PRESCRIBED INFORMATION

I, _____ of the _____

in the _____

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 in respect of the above Sections is true.

Sworn (or declared) before me:

at the: _____

in the: _____

this _____ day of _____, 20__

Commissioner of Oaths

Applicant

24. 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.

AUTHORIZATION OF OWNER FOR AGENT
TO MAKE THE APPLICATION

I/We _____ am/are
the owner/owners of the land that is the subject of this application for a minor
variance and I/we authorize _____
to make this application on my/our behalf.

Date

Signature of Owner

Date

Signature of Owner

APPLICANT'S CHECKLIST:

Have you included:

- ✓One copy of the completed application form.
- ✓One copy of the sketch required in Section 21.
- ✓Application fee.

NOTICE OF COLLECTION

Personal information on this form is collected under the authority of the Planning Act. All names, addresses and comments will be included in material available to the public accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions regarding this collection and its release under the act should be directed to the City Clerk, 1 Wellington Street, P.O. Box 818, Stratford ON N5A 6W1, telephone 519-271-0250 ext. 235 during business hours.