



Date Received: \_\_\_\_\_

Date Complete: \_\_\_\_\_

Project No.: \_\_\_\_\_

Minor Variance File: \_\_\_\_\_

CLEARVIEW

## MINOR VARIANCE APPLICATION FORM

### 1.0 OWNER & AGENT INFORMATION

**Owner(s) Name:** \_\_\_\_\_

Address: \_\_\_\_\_  
PO BOX                      Street Name & Number                      City                      Province                      Postal Code

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

**Agent Name & Firm:** \_\_\_\_\_

Address: \_\_\_\_\_  
PO BOX                      Street Name & Number                      City                      Province                      Postal Code

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

*Please submit a list as a separate appendix of any additional individuals or firms that will be working on this application (e.g., Planners, Engineers, Surveyors, Solicitors) if you wish.*

**1.1** The primary contact for all matters relating to this application (pick one):     Owner     Agent

**1.2** Please list below the holders of any mortgage, other charge, or encumbrance on the subject lands:

**Mortgagee:** \_\_\_\_\_

Address: \_\_\_\_\_  
PO BOX                      Street Name & Number                      City                      Province                      Postal Code

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Holder of any other charge or encumbrance:** \_\_\_\_\_

Address: \_\_\_\_\_  
PO BOX                      Street Name & Number                      City                      Province                      Postal Code

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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## 2.0 PROPERTY DETAILS

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### 2.1 Subject Property

Legal Address:			
Municipal Address:			
Roll Number:		PIN:	

### 2.2 Please identify the date that the subject land was purchased by the present owner:

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### 2.3 Easements and Restrictive Covenants:

Are there any easements, restrictive covenants, right-of-ways, or other registered agreements affecting the subject property?  Yes  No

If you answered **yes** above, please provide a description of each and its purpose:

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### 2.4 Official Plan and Zoning By-law

Current Official Plan Designation on the subject lands: \_\_\_\_\_

Current Zoning on the subject lands: \_\_\_\_\_

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## 3.0 PROPOSAL DETAILS

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### 3.1 Current and Proposed Land Uses

Current uses:	
Length of time the current uses have occurred on the subject lands:	
Proposed uses:	

### 3.2 Nature and Extent of the Relief from the Zoning By-law Proposed

Zoning provision requested to be varied:	Required	Proposed	Variance

Explain any other provisions of the Zoning By-law that are requested to be varied under this application:

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Why is it **not possible** to comply with the provisions of the Zoning By-law? \_\_\_\_\_

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#### 4.0 DETAILS OF THE SUBJECT LANDS

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**4.1** Frontage, Depth, and Area of the subject lands in metric units.

Frontage	
Depth	
Area	

**4.2** Access to the subject lands will be gained by:

- Provincial Highway       County Road       Private Road       Other  
 Township Road (maintained year round)       Township Road (maintained seasonally)

**4.3** Sewage and Water Services:

Service Type	Sewage Service	Water Service
Municipal	<input type="checkbox"/>	<input type="checkbox"/>
Private – Communal	<input type="checkbox"/>	<input type="checkbox"/>
Private – Single	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

**4.4** Storm drainage will be provided by:

- Municipal Sewers       Ditches       Swales       Other

**4.5** Past and present uses on and around the subject lands:

Does the subject land or any adjacent properties contain any known archaeological resources or areas of archaeological potential?       Yes       No

Has there ever been an industrial or commercial use, including a storage of gasoline or other fuels on the or adjacent to the subject property?       Yes       No

Has there ever been an underground storage tank on the subject lands?       Yes       No

Has the subject land or any lands within 500 metres ever been used for the storage/disposal of hazardous materials or waste?  Yes  No

Has there ever been an orchard on the subject lands?  Yes  No

Has there ever been a weapons or firing range on the subject lands?  Yes  No

Is there any reason to believe that subject lands have been contaminated by former uses on the subject land?  Yes  No

**4.6 Minimum Distance Separation:**

Does the proposed amendment involve the construction or enlargement of a livestock facility or manure storage facility?  Yes  No

Are there any livestock facilities or manure storage facilities in proximity of the subject lands?

- Yes, within 1000 metres of the subject lands
- Yes, within 2000 metres of the subject lands
- No, not within 2000 metres of the subject lands

Has a Nutrient Management Plan been submitted to the Ministry of Agriculture and Food as part of this proposal?  Yes  No

Has a Minimum Distance Separation Study been included as part of this application?  Yes  No

**4.7** What types of uses are currently occurring within 500 metres of the subject lands?

North:	
South:	
East:	
West:	

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**5.0 BUILDINGS & STRUCTURES**

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**5.1** Details of the existing and proposed structures on the subject lands:

<b>Building type:</b>			
<b>Existing or proposed?</b>			
<b>Intended Use:</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 storeys:</b>			

<b>Front yard setback:</b>			
<b>Rear yard setback:</b>			
<b>Side yard setback:</b>			
<b>Side yard setback:</b>			
<b>Building height:</b>			

*Note that a plan showing the dimensions of the subject lands and all existing and proposed buildings thereon must be submitted along with this application form.*

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**6.0 PLANNING POLICY FRAMEWORK & OTHER APPROVALS**

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**6.1** Has the subject land ever been the subject of an application for approval of any of the following:

- Consent   
 Minor Variance   
 Plan of Subdivision/Condominium  
 Zoning By-law Amendment or Minister's Zoning Order       
 Official Plan Amendment

If you checked any of the above, please complete the fields below for all **past and concurrent** applications.

Application type: _____ File No.: _____ Status: _____ Approval Authority considering the application: _____ Purpose and effect of the application: _____  
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- 6.2** Is the requested amendment consistent with the **Provincial Policy Statement**?  Yes  No
- 6.3** Does the requested amendment conform to the **Growth Plan for the Greater Golden Horseshoe**?  Yes  No
- 6.4** Is the subject land located within the **Niagara Escarpment Plan Area**?  Yes  No  
 If you answered **yes**, does the requested amendment conform to the Niagara Escarpment Plan?  Yes  No  
 If you answered **yes**, have you applied to the Niagara Escarpment Commission for a development permit?  Yes  No
- 6.5** What is the land use designation of the subject lands under the **County of Simcoe Official Plan**?  
 \_\_\_\_\_  
 Does the requested amendment conform to the County of Simcoe Official Plan?  Yes  No  
 If you answered **no**, has an application for amendment to the County Official Plan been made?  Yes  No
- 6.6** Is the subject land located within the regulation limits of the **Nottawasaga Valley Conservation Authority (NVCA)**?  Yes  No  
 Is a development permit required from the NVCA?  Yes  No  
 If **yes**, have you applied to the NVCA for a development permit?  Yes  No

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**7.0 CHECKLIST OF SUBMISSION MATERIALS**

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Please use the space provided below to list all of the reports and plans that are included with your submission. Alternatively, a complete list of all materials can be attached to this application form.

Title	Date	Author

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## 8.0 AGREEMENT OF THE OWNER AND AGENT

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I/we, being the registered owners(s) of the subject lands, as identified herein, hereby agree that, notwithstanding that an applicant may make payments and deposits for the processing of this application on my behalf, I/we shall be **solely and fully responsible for paying all costs** the municipality may incur in the processing of this application. It is further agreed that such processing costs may also include fees for consultants or legal fees, Local Planning Appeal Tribunal costs, court costs or any other costs incurred by the municipality in processing this application. I/we further agree that such costs shall be paid promptly upon being invoiced by the Township, failing which, such costs, and interested and administration fees, may be collected by the Township by any lawful means, which may include recovering costs as taxes. I/we also acknowledge and agree that failure to pay all deposits and costs may result in processing delays or a refusal of this application.

In accordance with the provisions of the Planning Act, it is the policy of the Planning and Development Department to **provide public access** to all development applications and supporting documentation. In making or authorizing submission of this development application and supporting documentation, I/we, the owner hereby acknowledge the above-noted and provide my full consent in accordance with the provisions of applicable Provincial and Federal legislation that the information on this application and any and all supporting documentation provided by myself, the applicant, agents, consultants and solicitors, as well as commenting letters or reports issued by the municipality and other review agencies, will be part of the public record, may be published and distributed by the municipality in any form, and will also be fully available to the general public.

I/we acknowledge and agree that the approval to **make all information public** also constitutes a full release to the municipality of any copyright privileges and hereby undertake full responsibility for ensuring that such release is also obtained from my agents, consultants and solicitors.

I/we accordingly hereby **fully release the municipality**, and fully indemnify the municipality, from any responsibility or consequences arising from publishing or releasing the application and supporting and associated information as described above.

I/we acknowledge that the **posting of this sign** may be required to satisfy requirements of the Planning Act for public notification related to the processing of the application and I/we agree that it is the responsibility of the applicant to ensure the sign is securely posted on the subject lands so that it is visible and legible from a public highway at all times.

I/we further acknowledge that it is the responsibility of the applicant to provide the Township with a **dated photograph of the erected sign** and to remove the sign and return it to the Township upon completion of the notification period or at the written request of the Township. Whereas the Township has provided such signage for the applicant's convenience only, I/we indemnify the Township for any and all damages resulting from the posting of this sign.

I/we hereby authorize municipal staff and the municipality's agents to **enter the property** for the purposes of performing inspections, without further notice, related to the processing of this application and fully indemnify the municipality for any and all claims or damages arising or resulting from such access.

I/we hereby declare that we have read and understand the **Development Application Guideline** in its entirety.

I/we \_\_\_\_\_ and \_\_\_\_\_  
Registered Owner Authorized Agent

hereby declare that I/we have read, understand, and agree with the entirety of the contents contained in Section 8.0 of this application.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agent Signature

\_\_\_\_\_  
Date

**9.0 AUTHORIZATION**

**AUTHORIZATION OF OWNER**

I/we \_\_\_\_\_ am/are the owner(s) of the subject lands, and  
Registered Owner(s) Name  
hereby authorize \_\_\_\_\_ to act as agent and make this  
Agent Name  
application on my/our behalf.

I/we \_\_\_\_\_ hereby authorize and provide consent to  
Registered Owner(s) Name  
municipal and relevant external agency review staff and Committee of Adjustment members to enter upon the subject lands during regular business hours over the time that this application is under review by the Township of Clearview.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature

*Owner's corporate seal or statement of authority to bind*

**DECLARATION**

I \_\_\_\_\_ have completed this application submission and do solemnly declare that all the statements contained in this application and all supporting documentation submitted with or subsequent to this application are true, and I make this 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

\_\_\_\_\_ in the  
County/Region of \_\_\_\_\_, on  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Owner/Agent Signature

\_\_\_\_\_  
Owner/Agent Signature

\_\_\_\_\_  
A Commissioner, etc.

*Owner's corporate seal or statement of authority to bind*