



# Township of Nipissing

## APPLICATION FORM FOR A MINOR VARIANCE

Date Received \_\_\_\_\_, \_\_\_\_\_

### 1. APPLICATION INFORMATION

Name of Applicant: \_\_\_\_\_

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

Telephone Number (Home): \_\_\_\_\_ Fax Number: \_\_\_\_\_

Telephone Number (Business): \_\_\_\_\_ Email Address: \_\_\_\_\_

### 2. OWNER

If the Applicant is not the Owner of the subject lands, then authorisation from the Owner is required, as well as the following information:

Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Correspondence to be sent to:  Owner  Agent  Both

### 3. MORTGAGES, CHARGES OR OTHER ENCUMBRANCES

Name: \_\_\_\_\_

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

Name: \_\_\_\_\_

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

**4. SUBJECT LANDS**

Lot: \_\_\_\_\_ Concession: \_\_\_\_\_

Reference Plan: \_\_\_\_\_ Part/Block/Lot: \_\_\_\_\_

Street Name and Number: \_\_\_\_\_  
(if corner lot please include both street names)

Area of subject lands: \_\_\_\_\_ Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

**5. ZONING AND OFFICIAL PLAN INFORMATION**

What is the current designation of the subject lands in the approved Official Plan?

\_\_\_\_\_

What is the current zoning? \_\_\_\_\_

**6. REQUESTED MINOR VARIANCE**

Please describe the nature and extend of the requested minor variance: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why is it not possible to comply with the provisions of the by-law?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**7. ACCESS**

Is the subject lands accessible by:

- Provincial highway
- Municipal road (seasonal maintained)
- Municipal road (maintained year round)
- Right of way
- Water
- Public Road
- Other, describe \_\_\_\_\_

**8. BUILDINGS, STRUCTURES AND USES**

What is the existing uses of the subject land? \_\_\_\_\_

Are there any buildings or structures on the subject lands?

- yes
- no

If yes, please complete the following for each building or structure:

	Building One	Building Two	Building Three
Type of Building:			
Setback from Front Lot Line:			
Setback from Rear Lot Line:			
Setback from Side Lot Line:			
Setback from Side Lot Line:			
Height (metres):			
Dimensions:			
Floor Area:			
Date of Construction:			

What is the proposed use of the subject lands? \_\_\_\_\_

Are any buildings or structures being proposed to be built on the subject lands?

- yes
- no

If yes, please complete the following for each building or structure:

	Building One	Building Two	Building Three
Type of Building:			
Setback from Front Lot Line:			
Setback from Rear Lot Line:			
Setback from Side Lot Line:			
Setback from Side Lot Line:			
Height (metres):			
Dimensions:			
Floor Area:			
Date of Construction:			

When were the subject lands acquired by the current owner? \_\_\_\_\_

How long have the existing uses continued on the subject lands? \_\_\_\_\_

**9. SERVICING**

	<u>Municipal</u>	<u>Private</u>	<u>Other</u>
Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is storm drainage provided by:       Sewer       Ditch       Swale  
 Other, describe \_\_\_\_\_

**10. OTHER APPLICATIONS**

Are the subject lands the subject of an application under the Planning Act for approval of a plan of subdivision or a consent?

yes       no

If yes, what is the file number? \_\_\_\_\_

What is the status of the application? \_\_\_\_\_

Have the subject lands ever been the subject of an application under section 34 of the Planning Act (rezoning)?       yes       no

If yes, please provide a brief explanation: \_\_\_\_\_

\_\_\_\_\_

## 11. DRAWINGS

Please include a sketch showing the following:

1. The boundaries and dimensions of the subject land;
2. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the building or structures from the front yard lot line, rear yard lot line and side yard lot lines;
3. 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;
4. The current uses on land that is adjacent to the subject land;
5. 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; and
6. The location and nature of any easement affecting the subject land.

Drawing should be of an adequate size to clearly identify all features and provide dimensions. The drawings should be to scale and prepared by an Ontario Land Surveyor. Include 1 (one) 8 ½” x 11” copy for circulation purposes.

## 12. PAYMENT OF FEES

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any administration fees, engineering, legal, landscape, architectural and/or external planning consulting expenses incurred by the Township of Nipissing during the processing of this application. The fees provided are contained in Schedule “A” of the Township of Nipissing User Fee By-law. A \$1,500.00 Refundable Deposit for other anticipated expenses is required.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner/Applicant

Note: All invoices for payment shall be sent to the person indicated in section 2 of this application, unless otherwise requested.

**13. AFFIDAVIT**

I, \_\_\_\_\_ of the \_\_\_\_\_  
in the \_\_\_\_\_ solemnly declare that all of the above  
statements contained herein and in all exhibits transmitted herewith 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 other, and by virtue of "The Canada Evidence  
Act".

DECLARED BEFORE ME AT \_\_\_\_\_  
in the \_\_\_\_\_ of the \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Witness

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

**14. PERMISSION TO ENTER**

I hereby authorize the members of staff and/or elected members of Council of the  
Township of Nipissing to enter upon the subject lands and premises for the limited  
purpose of evaluating the merits of this application. This is their authority for doing so.

\_\_\_\_\_  
Date

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