

Application for Minor Variance / Permission to Enlarge a Legal Non-conforming Use



Township of Chatsworth
316827 Highway 6
RR 1 Chatsworth, ON N0H 1G0
Telephone No. 519-794-3232 Fax No. 519-794-4499

To be completed by the Township:

Application No. _____

Assessment Roll No. _____

Before completing this application and submitting it to the Township, please be advised of the following:

Prior to submitting an application for Minor Variance / Permission to Enlarge a Legal Non-Conforming Use, you are required to discuss the proposal with the Township Planner. Please contact the Township office to make this arrangement.

The application will only be accepted if: the application has been completed properly; a proper drawing has been submitted; the applicable fees have been submitted; and, the necessary background information in support of the proposed development, where deemed necessary by the Township, has been filed. The submission requirements will be outlined during the pre-submission discussions.

Your submission must include a cheque to cover the Minor Variance / Permission to Enlarge application fee and a second cheque to cover the applicable Conservation Authority review fee. Please contact the Township to determine the exact amount to be paid.

The application must be signed by the applicant before a commissioner of oath. A Township staff member has been appointed this position. If the applicant is not the owner of the subject property, the applicant must have authorization from the owner to submit the application (see Question 17 of this application.) If two or more persons collectively own the property, all owners must sign the application form.

1. APPLICANT INFORMATION

a) Registered Owner's Name(s): _____
 Address: _____
 Phone: Home (_____) _____ Work (____) _____ Cell (____) _____
 E-mail address: _____

b) Applicant's or Agent's Name(s) _____
 Address: _____
 Phone: Home (_____) _____ Work (____) _____ Cell (____) _____
 E-mail address: _____

c) Name, Address, Phone of all persons having any mortgage change on encumbrance on the property: _____

d) Send Correspondence To (check all applicable)? Owner Agent Other

2. SUBJECT PROPERTY

Municipal Address (if applicable) _____

Assessment Roll Number No. _____

Former Municipality: Village of Chatsworth Holland Township Sullivan Township

Lot _____ Concession _____ Registered Plan No. _____

Lot _____ Reference Plan _____

3. DIMENSIONS OF SUBJECT PROPERTY (in metric)

Area: _____ hectares Frontage: _____ metres Depth: _____ metres

4. WHAT IS THE EXISTING USE OF THE SUBJECT PROPERTY AND HOW LONG HAS THAT USE EXISTED ON THIS PROPERTY? _____

5. WHAT IS THE PURPOSE OF THE MINOR VARIANCE or PERMISSION TO ENLARGE APPLICATION AND WHY IS IT NOT POSSIBLE TO COMPLY WITH ZONING BY-LAW?

Be specific. Identify the section of the Zoning By-law subject to the Minor Variance or Permission to Enlarge. Attach additional sheets if necessary.

6. WHAT IS THE LAND USE DESIGNATION OF THE SUBJECT LANDS ACCORDING TO THE COUNTY OF GREY OFFICIAL PLAN? _____

7. WHAT IS THE ZONING OF THE SUBJECT LANDS ACCORDING TO THE TOWNSHIP OF CHATSWORTH ZONING BY-LAW? _____

8. PROVIDE THE FOLLOWING DETAILS FOR ALL BUILDINGS, EXISTING AND PROPOSED:
 (Use a separate page if necessary)

Buildings	Use of Building	Date of Construction	Ground Floor Area (m ²)	Total Floor Area (m ²)	No. of Storeys	Height (m)
Existing Building No. 1						
Existing Building No. 2						
Existing Building No. 3						
Existing Building No. 4						
Existing Building No. 5						
Proposed Building No. 1						
Proposed Building No. 2						
Proposed Building No. 3						

9. INDICATE THE TYPE OF SERVICING:

Type of Servicing	Existing	Proposed
Water Servicing Municipal, Communal , Private Well		
Sewer Servicing Communal, Private Septic		
Storm Servicing Storm Sewer, Ditches, Swales		

10. INDICATE THE TYPE OF ROAD ACCESS:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Provincial Highway |
| <input type="checkbox"/> | <input type="checkbox"/> | County Road |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal Road, open year-round |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipal Road, not maintained year-round |
| <input type="checkbox"/> | <input type="checkbox"/> | Private Right of Way |

WHAT IS THE NAME OF THE ROAD, IF APPLICABLE? _____

11. HAS THE SUBJECT LANDS EVER BEEN THE SUBJECT OF AN APPLICATION FOR A PREVIOUS PLAN OF SUBDIVISION OR SEVERANCE? Yes No

IF THE ANSWER IS “YES”, PLEASE PROVIDE THE FILE NUMBER AND THE STATUS OF THE APPLICATION: _____

12. HAS THE APPLICANT OR OWNER MADE APPLICATION FOR ANY OF THE FOLLOWING, EITHER ON OR WITHIN 120 METRES OF THE SUBJECT LAND?

- | | | |
|--|------------------------------|-----------------------------|
| Official Plan Amendment | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Zoning By-law Amendment | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Minor Variance / Permission to Enlarge | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Consent | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Plan of Subdivision | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Site Plan Control | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

IF ANY ANSWER TO ANY OF THE ABOVE IS “YES”, PLEASE PROVIDE THE FOLLOWING INFORMATION:

File No. of Application: _____

Approval Authority: _____

Purpose of Application: _____

Status of Application: _____

Effect on the Current Application for Minor Variance / Permission to Enlarge: _____

13. LIST ALL PUBLIC AGENCIES TO WHICH YOU DISCUSSED THIS APPLICATION PRIOR TO SUBMITTING THIS APPLICATION:

14. LIST THE TITLES OF ANY SUPPORTING DOCUMENTS SUBMITTED WITH THIS APPLICATION

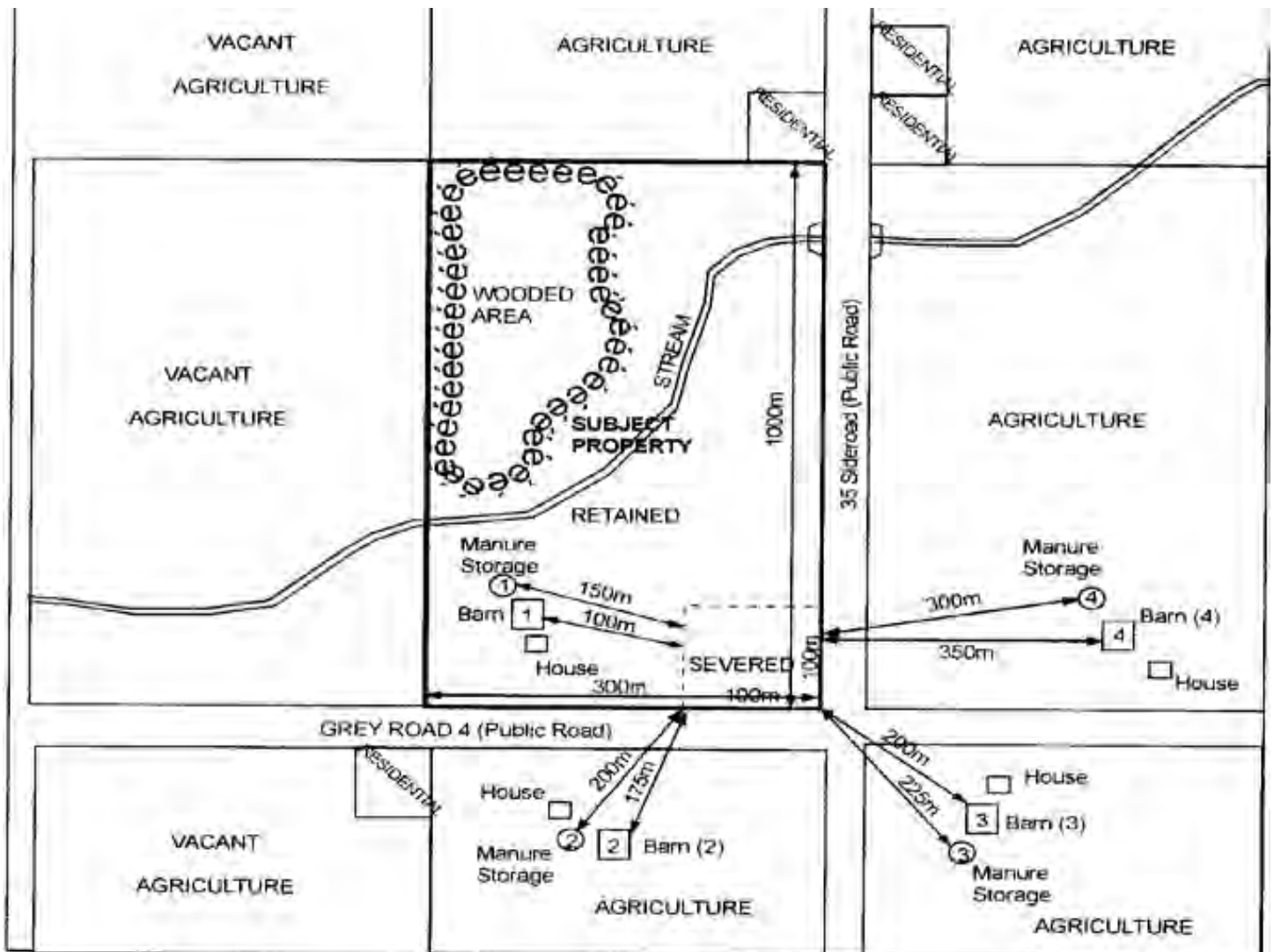
(e.g. Planning Report, Environmental Impact Study, Traffic Study, Storm Water Management Report, etc.)

15. REQUIRED DRAWING

A drawing prepared to scale on an 11" x 14" sheet of paper is required showing:

- the north arrow;
- the lands that are owned by the owner/applicant, including dimensions;
- the lands that only subject to the application, if different from the above, including dimensions;
- the location of all open and unopen roads that abut the subject property;
- the location of all buildings or structures on the subject property, including setbacks from lot lines;
- the location of the septic system and well, if applicable;
- the location of driveways and parking areas on the subject property;
- the location of other features on the property including forested areas, watercourses;
- the location of easements on the subject property, if applicable;
- the uses of the adjacent lands;
- the location of all barns and manure storage facilities on the subject property and on lands within 500 metres of the subject property;

Sample Drawing



16. UNDERSTANDING OF OWNER:

The following shall be signed the owner(s) of the subject property:

I (we), _____ of the _____
print your name(s) here

_____ in the County/Region of _____

understand and agree to the following:

1. I/we understand that the Application Fee / Deposit Agreement must be signed and submitted along with this application.
2. I/we agree to allow Township staff and its representatives to enter upon the premises for the purpose of performing inspections of the subject property.
3. I/we provide my/our consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, as well as commenting letters of reports issued by the Township.

Signature of Owner

Date

Signature of Owner

Date

17. AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER:

If the person applying for the Minor Variance / Permission to Enlarge, as listed in Question 2, is not the owner of the property, as listed in Question 1, then the following must be completed and signed:

I (we), _____ of the _____
print your name(s) here

_____ in the County/Region of _____

hereby authorize _____ to serve as my/out agent.

Signature of Owner

Date

Signature of Owner

Date

18. AFFIDAVIT

The following must be signed in the presence of a Commissioner of Oath:

I (we), _____ of the _____
print your name(s) here

_____ in the County/Region of _____

solemnly declare that all the statements contained in this application are true, and I (we) 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 _____

in the County/Region of _____

this _____ of _____, 20__.

Name of Commissioner

Applicant name in Print

Signature

Signature of Applicant

Applicant name in Print

Signature of Applicant

To be completed by the Township:
Application fee of \$_____ received by the Township.
Conservation Authority review fee of \$_____ received by the Township

Township staff signature