

APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION

Personal information contained on this application is collected pursuant to the *Municipal Freedom of Information and Protection of Individual Privacy Act* and will be used for the purpose of responding to you request. Questions about this collection should be directed in writing to the Freedom of Information and Privacy Coordinator of the Corporation of the Village of Casselman.

It is required that an application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the plot plan accompanied by a fee in cash or by cheque made payable to the Village of Casselman in the amount of \$550.00.

The undersigned hereby applies to the Committee of Adjustment for the Village of Casselman under Section 45 of the *Planning Act, RSO, 1990* for relief, as described in this application.

The Corporation of the Village of Casselman
751 St-Jean Street
P.O. Box 710
Casselman, ON
K0A 1M0

Attention: Gilles Lortie, Clerk

Tel: (613) 764-3139 Ext: 515
Fax: (613) 764-5709
Email: glortie@casselman.ca



VILLAGE OF CASSELMAN
P.O. Box 710, 751 St-Jean Street
Casselman, ON K0A 1M0

Application received:

Application for Minor Variance or for Permission

File Number: _____

1. Name of owner(s) :	Name of applicant(s)/representative(s)/agent(s) (if different than owner(s)):
_____	_____
_____	_____
Address : _____	Address : _____
_____	_____
Tel. (home): _____	Tel. (home): _____
Tel. (office): _____	Tel. (office): _____
Fax. : _____	Fax. : _____
E-mail : _____	E-mail : _____

2. Names and addresses of any mortgagees, holders of charges or other encumbrances :

Name : _____

Address : _____

Tel. : _____ Fax. : _____

E-mail : _____

3. Specify the person who is to be contacted if more information is needed. All communication will be directed to this person.

<input type="checkbox"/> Owner	<input type="checkbox"/> French	<input type="checkbox"/> English
<input type="checkbox"/> Applicant	<input type="checkbox"/> French	<input type="checkbox"/> English
<input type="checkbox"/> Agent/Mortgagee	<input type="checkbox"/> French	<input type="checkbox"/> English

4. Nature and extent of relief applied for :

5. Why does the proposed/existing use not comply with the provisions of the zoning by-law?

6. Legal description of subject land (reference plan, lot number or other legal description and where applicable the civic address).

7. Does the subject land have direct access to a public road? Yes No

If you answered YES to the question, indicate the name of the road - _____

Opened and maintained by the municipality? Yes No

Maintained all year (if applicable): Yes No

Maintained seasonally (if applicable): Yes No

Access to the subject land is by:

<input type="checkbox"/> Provincial Highway	<input type="checkbox"/> Municipal Road – Seasonal
<input type="checkbox"/> Municipal road – year round	<input type="checkbox"/> Right-of-way
<input type="checkbox"/> County Road	<input type="checkbox"/> Water ways
<input type="checkbox"/> Private Road	<input type="checkbox"/> Other (specify) _____

8. Date of acquisition of the subject land?

	Day	Month	Year
--	-----	-------	------

9. Dimensions of the land affected:

Frontage: _____ Metres
 _____ Feet

Depth: _____ Metres
 _____ Feet

Total Area : _____ Square Metres / Hectare(s)
 _____ Square Feet / Acre(s)

Width of Street : _____ Metres
 _____ Feet

10. (a) Proposed buildings/structures directly affected by this application.

Type	Front yard setback	Rear yard setback	Side yards setbacks	Height in metres	Size or ground floor area	Date of construction

(b) Existing buildings/structures directly affected by this application.

Type	Front yard setback	Rear yard setback	Side yards setbacks		Height in metres	Size or ground floor area	Date of construction

11. Identify the existing use(s) of the subject land. _____

12. Identify the proposed use(s) of the subject land. _____

13. Identify the existing use(s) of abutting properties.

To the North: _____
 To the East: _____
 To the South: _____
 To the West: _____

14. Since when the existing use(s) of the subject property identified at question # 11 have continued?

15. Which municipal services are available? (✓ the appropriate space(s))

<input type="checkbox"/> Municipal water	<input type="checkbox"/> Connected
<input type="checkbox"/> Community water supply	<input type="checkbox"/> Connected
<input type="checkbox"/> Municipal sanitary sewer	<input type="checkbox"/> Connected
<input type="checkbox"/> Community sewage system	<input type="checkbox"/> Connected
<input type="checkbox"/> Storm sewer	<input type="checkbox"/> Connected
<input type="checkbox"/> Private well	<input type="checkbox"/> Connected
<input type="checkbox"/> Private septic system	<input type="checkbox"/> Connected
<input type="checkbox"/> Other _____	

16. What designation of the Official Plan apply to the subject land?

a) United Counties of Prescott and Russell Official Plan : _____
 b) Secondary Official Plan : _____
 c) Local Official Plan : _____

17. What provisions of the zoning by-law apply to the subject land?

18. Is the subject land subject to an application under the *Planning Act*? (✓ the appropriate box)

Plan of Subdivision
 Land Severance / Consent Application
 Minor Variance

If you ✓ a box, describe briefly. _____

19. Please submit a location plan prepared to scale with the following criteria:

(Please provide drawing of the proposal on a sheet of paper 8½" X 11 or 8½" X 14, preferably prepared by a qualified professional. In some cases, it may be more appropriate to prepare additional drawing at varying scales to better illustrate the proposal.)

The location plan should show:

- Property boundaries and dimensions
- Easements or restrictive covenants
- Neighbouring adjacent land uses
- Public roads, allowances, rights-of-way
- Wetlands, floodplain, wet areas
- Dimensions of area of amendment
- Distance between farm buildings lodging animals and the neighbouring properties
- Buildings and dimensions
- Parking and loading areas
- Municipal drains/award drains
- Woodlots, forested areas
- Distance to lot lines
- Neighbouring properties
- Driveways and lanes
- Natural watercourses
- North arrow
- Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits)

20. AFFIDAVIT OR SWORN DECLARATION

I/WE _____ of the _____
 in the County 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*.

SWORN/DECLARED before me _____)
 at the _____)
 in the County of _____)
 This _____ day of _____ 20 _____)
 _____)
 _____)
 _____)
 A Commissioner of Oaths)

 Applicant(s) or **Authorized Agent

** If signed by an Agent, the declaration at item 21 on the bottom part of this page must be signed by the Owner authorizing the Agent to sign the application on his or her behalf.

21. AUTHORIZATION

If the applicant is not the owner of the land that is the subject to this application, complete the authorization of the owner concerning personal information set out below.

I/WE _____ of the _____
in the County of _____ authorize _____ (name)
to be my agent in this matter and to sign all documentation relating to this application.

Date

Signature of Owner