



Application under Section 45 of the Planning Act

_____ Section 45 (1) Minor Variance

_____ Section 45 (2) Request for Permission to Expand Legal Non-Conforming Structure

Section 1: Applicant Information – Please include all registered owners listed on the deed.

Name(s) of All Registered Property Owner(s)

Mailing Address of Applicant:

Primary Contact Number: _____

Email Address: _____

Section 2: Subject Property Information

Assessment Roll Number: 1042 _____

Civic Address: _____

Date Subject Land was acquired by Current Owner: _____

Legal Description:

Lot _____ Concession _____ Subdivision Lot _____ Plan # _____

Geographic Township:

Barrie _____ Clarendon _____ Miller _____ Palmerston _____

N. Canonto _____ S. Canonto _____

Existing Use of Subject Land(s): _____

Length of time Existing Use has continued: _____

Proposed Use of Subject Land(s) if different from existing use:

Lot Area _____ Lot Depth _____

Frontage (Water) _____ Frontage (Road) _____

Are there any easements/covenants on the subject property? Yes _____ No _____

If yes, please describe: _____

Current Uses of Adjacent Properties (i.e. Residential):

How is the subject property accessed?

Provincial Highway _____ Township Maintained Road _____

Private Lane _____ Legal Deeded Right-of-Way _____

Is the subject property Water Access Only? Yes _____ No _____

If yes, please provide the following information:

Location of Parking and Docking Facilities: _____

Distance of Docking from Subject Property: _____

Nearest Public Road: _____

Section 3: Land Use Designations

Official Plan

Designation(s): _____

Does the application conform with the Township of North Frontenac's Official Plan policies? Yes _____ No _____ Unknown _____

If yes, please provide an explanation of how the application is consistent with the Township of North Frontenac's Official Plan policies:

Zoning Information

Designation(s): _____

Does the application conform to the existing Zoning designation?

Yes _____ No _____ Unknown _____

Section 4: Planning Policies

Is this application consistent with the Provincial Policy Statement?

Yes _____ No _____ Unknown _____

If yes, please provide an explanation of how the application is consistent with the Provincial Policy Statement:

Is the application consistent with the County of Frontenac's Official Plan policies?

Yes _____ No _____ Unknown _____

If yes, please provide an explanation of how the application is consistent with the County of Frontenac's Official Plan policies:

Section 5: Property Features of Subject Property (Select all applicable features)

Is the subject property within 300 metres of a waterbody? Yes _____ No _____

If yes, please provide the Name of Waterbody: _____

Please indicate if the subject property is within 300 metres of any of the following:

- _____ At Capacity Lake
- _____ Lake Trout Lake At Capacity
- _____ Lake Trout Lake Not at Capacity

(This information can be found on Frontenac Maps)

Is there a Wetland area or Marsh on the property? Yes _____ No _____

Is there a steep slope (greater than 3:1) on the property? Yes _____ No _____

Are there drainage concerns on the property? Yes _____ No _____

Are there any livestock facilities within 500 metres of the subject lands?
Yes _____ No _____

If yes, a Minimum Distance Separation (MDS) Formulae for each livestock operation must be submitted with your application.

Are the proposed lot(s) within the influence area of any of the following:

Area of Natural and Scientific Interest (ANSI) Yes _____ No _____

Provincially Significant Wetland (PSW) Yes _____ No _____

Licensed Boundary of a Pit/Quarry Yes _____ No _____

Waste Management Facility Yes _____ No _____

Please identify any other property features: _____

Property Servicing – Water

Privately Owned and Operated Well _____ Privately Owned and Operated Cistern _____

Lake Water _____ Other _____

None of these apply: _____

Property Servicing – Septic System

Privately Owned and Operated Individual Septic System:

Leaching Bed (Class 4) _____ Grey Water Pit (Class 2) _____

Holding Tank (Class 5) _____ Privy/Outhouse (Class 1) _____

Other: _____

None of these apply: _____

Property Servicing – Storm Drainage

Ditches _____ Swales _____ Other _____

Section 6: Nature and Extent of Relief from Zoning By-law

Section(s) of Zoning By-law:

Zoning Requirement/Provision:

Proposed:

Relief Required:

Reason for Request for Minor Variance/Request for Permission

Provide a detailed reasoning as to why the proposed development is requested, including details such as size of structure, number of storeys, lot coverage, etc. Include reasons why development cannot comply with Zoning Provisions.

Section 7: All Buildings/Structures on Subject Property (including septic systems and all accessory structures). If more than four (4) buildings/structures, please use separate page.

#1 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

#2 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

#3 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

#4 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

* Front Yard Setback (Waterbody): If the lot has waterfrontage, the front yard is the area extending from the nearest part of any building or structure to the high water mark.

** Road Setback: If the lot has waterfrontage, the rear yard is the area extending from the nearest part of any building or structure to the lot line opposite the shoreline.

Proposed Building/Structure or Addition to Building/Structure on Subject Property (Include covered/uncovered decks, porches, and additions)

#1 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

#2 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

#3 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

#4 Type of Building/Structure _____

Building Area (Footprint) _____ Building Height/No. of storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

Section 8: Development Increase or Change

Will the proposed development increase the number of bedrooms?

Yes _____ No _____

Will the proposed development increase the number of plumbing fixtures?

Yes _____ No _____

Will the proposed development increase the area of living space?

Yes _____ No _____

Will the proposed development change the current setback from the existing septic system?

Yes _____ No _____

If yes, please provide the proposed setback to the existing septic system _____

Previous Planning Applications

If known, has the subject land ever been, or is currently, the subject of an application for:

Consent (Planning Act – Section 53) Yes ____ No ____ Unknown ____

Minor Variance (Planning Act – Section 45) Yes ____ No ____ Unknown ____

Site Plan Control Agreement Yes ____ No ____ Unknown ____

Plan of Subdivision (Planning Act - Section 51) Yes ____ No ____ Unknown ____

Zoning By-law/Official Plan Amendment Yes ____ No ____ Unknown ____

If yes, please provide application File Number, Date of Decision and any other details:

If the subject land is covered by a Minister’s Zoning Order, what is the Ontario Regulation Number? _____

Permission to Enter Subject Lands

Permission is hereby granted to the relevant staff and necessary commenting agencies to enter the premises subject to this development application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Dated this _____ day of _____, 20__.

(Signature of the property owner)

(Signature of the property owner)

Declaration of Prescribed Information

I/We, _____,

(Name of Applicants)

of _____

(Municipality)

do solemnly declare that the information contained in this application is true and that the information contained in the documents that accompany this application is true, and acknowledge that personal information and all other material collected on this form and provided to the municipality as part of this application, including all names, addresses, opinions and comments, is collected under the authority of the Planning Act, R.S.O. 1990, as amended, will be used to assist in making a decision on this matter and will be made available for public disclosure. Please be aware the information collected in this application will be provided in the applicable agenda and posted on the Township’s website.

Sworn (or declared) before me in the Municipality of _____

this _____ day of _____ 20_____.

Commissioner of Oaths

Signature of Applicant(s) or Authorized Agent

Note: Do not sign until in the presence of the Commissioner of Oaths. You will be required to provide photo identification (i.e. driver’s license).

Notice of Collection – Personal information collected as a result of this application is collected under the authority of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the Planning Act, and all other relevant legislation, and will be used to assist in making a decision on this matter. All personal information (as defined by MFIPPA), including (but not limited to) names, addresses, opinions and comments collected will be made available for public disclosure to members of the public, at a meeting, through requests, and through the Township website. Questions regarding the collection, use, and disclosure of this personal information should be forwarded to the Clerk’s Department.

Acknowledgment of Additional Requirements

I/ We, the undersigned, being the registered property owner(s)

_____ of
(Property owner's name(s))

(Legal description and/or municipal address)

Hereby acknowledge additional studies and/or legal review may be required by the Township as a part of the review of my/our application. Should the need arise, I/we are responsible for completing the studies as requested in order for the application to be deemed complete.

Dated this _____ day of _____, 20_____.

(Signature of the property owner)

(Signature of the property owner)

Agreement to Indemnify

The applicant hereby agrees to indemnify and save harmless The Corporation of the Township of North Frontenac (“the Municipality”) from all costs and expenses that the Municipality may incur in connection with the processing of the applicant’s application for approval under the Planning Act.

Without limiting the foregoing, such costs and expenses will include all legal, engineering, planning, advertising and consulting fees and charges incurred or payable by the Municipality to process the application together with all costs and expenses arising from or incurred in connection with the Municipality being required, or requested by the applicant, to appear at the hearing of any appeal to the Ontario Land Tribunal from any decision of the Municipality, as the case may be, approving the applicant’s application.

The applicant acknowledges and agrees that if any amount owing to the Municipality in respect of the application is not paid when due, the Municipality will not be required to process or to continue processing the application, or to appear before the Ontario Land Tribunal in support of a decision approving the application until the amount has been paid in full.

The applicant further acknowledges and agrees that any amount owing by the applicant to the Municipality is, when due, a debt of the applicant and the Municipality may, in addition to any other remedies available to it at law, recover the amount owing together with interest from the applicant by action.

Signature of Property Owner

Owner’s Name (Print)

Mayor

Clerk

Date

MINOR VARIANCE SUBMISSION CHECKLIST

It is the responsibility of the applicant or agent to make sure the application is complete, accurate and clearly identifies the required variances. Staff are not permitted to complete the form. Failure to provide all of the required information may result in processing delays of the application.

Required Documents

1. Complete application, including commissioned signature(s) and Agent Authorization Form (if required)
2. Township application fee
3. Agency fees
4. Detailed property sketch showing existing and proposed development
5. Photographs of existing structure (if required)
6. One (1) copy of Deed/Transfer of land showing name of current owner(s) and legal description of property (if available)
7. One (1) copy of an Ontario Land Surveyor survey (if available)
8. Septic inspection report (if required)
9. Required supporting studies (i.e. Environment Impact Study, Slope Stability) as determined by the County Planners or outside agency