

**PLEASE USE CLOUDPERMIT TO SUBMIT
A MINOR VARIANCE APPLICATION**

The Corporation of the Township of Oro-Medonte

Application for Minor Variance

The undersigned hereby applies to the Development Services Committee for the Township of Oro-Medonte under Section 45 of the Planning Act; RSO, 1990 for relief (as described in this application) from Zoning By-law 97-95, as amended.

Please read the following before completing and filing this application:

1. Only complete applications, which include the appropriate sketches, will be processed.
2. All submissions shall be accompanied by one (1) digital copy in Adobe Acrobat.pdf format (USB or by e-mail) and shall include all sketches, drawings, reports and supporting information.
3. Pursuant to the Tariff of Fees By-law, applicants will be responsible for any and all costs associated with this application including costs incurred in the event of an appeal to the Ontario Land Tribunal (OLT).
4. One (1) copy of this application must be filed with the Township together with the required, **non-refundable** application fee of **\$700.00**, in cash or by cheque made payable to the Township of Oro-Medonte.
5. An additional fee will be applicable if the subject application is within the Conservation Authority regulation limit. Payment must accompany the application and made payable to Conservation Authority. Lake Simcoe Region Conservation Authority (LSRCA) fee is **\$536.00**. Nottawasaga Valley Conservation Authority (NVCA) fee is **\$214.00**. Additional fees may apply. **All fees are subject to change.**
6. If the application is signed by an agent or solicitor on behalf of the applicant, the owner's written authorization (contained herein) must be completed. If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal must be affixed **and** copy of Articles of Incorporation provided.

7. Any amendments/deferrals/recirculation to the application will require a **\$250.00** fee.
8. **Each copy of the application must be accompanied by an electronic (Adobe Acrobat.pdf format) sketch clearly completed on a white background.** The sketch(s) will be the primary means of showing staff, Committee members and neighbouring landowners what is being requested through this application. The sketch(s) must be clear and concise and must include the following (where applicable):

The land owned by the applicant including the boundaries of the subject and abutting lands;

- a) Lot lines and the location¹, size and type of all current and/or proposed buildings and structures, including septic systems, on the subject and abutting lands;
- b) The location of all physical features on the subject and abutting lands including septic tank and tile field areas, wells, rivers, streams and watercourses, wooded areas and other vegetation, wet areas, driveways, culverts, banks, slopes, unstable soils and the high water mark of shoreline;
- c) The location, width and names of all road allowances, rights-of-way, streets or highways within 60 metres of the property, indicating whether they are public traveled roads, private roads or right-of-way, or unopened road allowances;
- d) The location and nature of any restrictive covenant or easement affecting the subject lands;
- e) Where required by the Township, due to complexities in the application or sensitive land uses, the sketch required shall be a plan of survey prepared by an Ontario Land Surveyor;
- f) Lot lines, setbacks, buildings, structures must be clearly dimensioned in metric units of measure.
- g) Where possible, the applicant should provide “before and after” sketches and elevation drawings of proposed building to assist staff, Committee and neighbouring landowners in understanding the intent of the application.

9. If the minor variance(s) requested relates to the construction of a building or structure, the proposed location of the building or structure must be clearly identified on the subject property, by staking the outer perimeter of its proposed location, for viewing by the Development Services Committee and The Township of Oro-Medonte staff when they enter the subject lands for the limited purposes of evaluating the merits of this application. . Further, if the minor variance requested is for a reduction in a required setback, the nearest point from which the reduced setback is being requested (for example, a lot line) must also be identified by stake(s).
10. The owner/applicant must post the provided sign in a location that is clearly visible from the road and approachable to be read by the public, and provide photos to the Township by e-mail to planning@oro-medonte.ca to verify that the sign posting has been completed by the date noted on the attached 2024 Development Services Committee Schedule (see attached).
11. **The applicant or a representative is required to attend the scheduled hearing.**
12. Alternative formats are available upon request.

The Corporation of the Township of Oro-Medonte

Application for Minor Variance

Application 2024-A-____
Roll No.: 4346_____

1. Location of Subject Lands:

Concession No. _____ Reg'd. Plan No. _____

Lot(s) No _____ Municipal Address _____

2. Name of Registered Owner(s) _____

Mailing Address _____

Postal Code _____

Telephone Number _____

E-mail Address _____

3. Name of owner's solicitor or agent: _____

Mailing Address _____

Postal Code _____

Telephone Number _____

E-mail Address _____

Please specify to which of the following all communications should be sent:

owner

agent

solicitor

4. Nature of relief being requested (ie: interior side yard to be reduced from 4.5 to 3.8 metres) (attach separate page if necessary):

5. Reasons for variance(s) requested (attach separate page if necessary):

6. Dimensions of lands affected: (attach survey if available)

Street Frontage _____ Area _____

Lot Depth _____ Shoreline Frontage _____

7. Particulars of all building and structures on or proposed for the subject lands: (Specify ground floor area, gross floor area, number of storeys, width, length, height, etc.) (attach separate page if necessary):

Existing

Proposed

8. Location of all buildings and structures on or proposed for the subject lands: (Specify distance from side, rear and front lot lines and/or from the high water mark of the shoreline) (attach separate page if necessary):

Existing

Proposed

9. Date of acquisition of the subject lands: _____

10. Dates of construction of all buildings and structures on subject lands:

11. Existing use of the subject property: _____

12. Length of time the existing use of the property has continued:

13. Existing use of abutting properties: _____

14. Water and Sewage Information:

well and private sewage system municipal water and sewage

municipal water and private sewage system other (specify) _____

15. If the owner previously applied for a minor variance on the subject property, please provide details (Application number and purpose):

16. If the subject property is currently subject to another application under the Planning Act, please provide details (Application number and purpose):

17. Present Official Plan designation applicable to subject lands:

18. Present Zoning By-law category applicable to subject lands:

19. Southern Georgian Bay Lake Simcoe Source Protection Plan

a) Is the subject land within a Wellhead Protection Area (WHPA) or an Issue Contributing Area (ICA)?

Yes No

b) If yes, please identify the WHPA/ICA?

c) If yes, do you have an Approved Risk Management Plan (RMP) and/or a Section 59 Notice to Proceed from the Risk Management Official (RMO)? (Please attach the document you have).

Yes No

Permission to Enter

I/We _____

(Print Name of Owner(s))

Authorize the Development Services Committee and The Township of Oro-Medonte staff to enter the subject lands for the limited purposes of evaluating the merits of this application.

Signature of owner(s)

Authorization

Declaration of an Authorized Agent (to be completed where an agent is acting on behalf of the owner(s):

I/We _____ as the owner(s)
of _____ in the Township of Oro-Medonte,
County of Simcoe, hereby authorize _____
to act as my/our agent with respect to this application.

Dated at the _____ of _____,
(Township/Town/City)

this _____ day of _____, 2024.

Signatures of owner(s)

Declaration of Owner or Authorized Agent

I/We _____ of the _____
(Township/Town/City)

of _____ in the _____ of _____,
(Region/County)

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.

DECLARED before me at the

_____ of _____ }
in the _____ of
_____ } this _____ day of
_____, 2024 } _____
} _____
} _____
} _____

(Signature of applicant or authorized agent)

(Signature of a Commissioner, etc)

Freedom of Information and Privacy

Personal information contained in this form, collected and maintained pursuant to Section 53 of the *Planning Act*, will be used for the purpose of responding to the Application and creating a public record. The Owner's Signature acknowledges that "personal information [is] collected and maintained specifically for the purpose of creating a record available to the general public;" per Section 14(1)(c) of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M. 56.

The applicant acknowledges that the Township considers the application forms and all supporting materials, including studies and drawings, filed with this application to be all public information and to form part of the public record. With the filing of an application, the applicant consents to the Township photocopying and releasing the application and any supporting material either for its own use in processing the application, or at the request of the third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement. Questions regarding the collection of information should be directed to the Director of Development Services at the Township of Oro-Medonte at (705)-487-2171.

Signature of Owner

Date

Signature of Owner

Date

List of Standard Minor Variance Conditions

1. That the setbacks be in conformity with the dimensions as set out in the application, as submitted;
2. That all municipal taxes be paid to the Township of Oro-Medonte;
3. That the proposed buildings/structures and landscaping on the property be substantially and proportionally in conformity with the dimensions as set out on the application and approved by the Committee;
4. That the applicant satisfy the permits and approvals required from the Lake Simcoe Region Conservation Authority **OR** Nottawasaga Valley Conservation Authority in accordance with the LSRCA's/NVCA's letter dated _____;
5. That an Ontario Land Surveyor, Professional Engineer or Certified Engineering Technologist verify by pinning the foundation wall and verifying in writing by way of survey/real property report, prior to the pouring of the footing and if no footing, the foundation, that the building/structure is located no closer than _____ from the _____ property line;
6. That the appropriate Zoning Certificate, Engineered Lot Grading Plan, Pool/Fence Permit and Building Permit be obtained only after the Committee's decision becomes final and binding, as provided for within the Planning Act R.S.O. 1990, c.P. 13.

Development Services Committee 2024 Schedule

Last Day for Applications	Sign Posting	Agenda/Reports Posted on Township Website	Hearing
08-Dec	05-Jan	12-Jan	17-Jan
05-Jan	24-Jan	02-Feb	07-Feb
09-Feb	21-Feb	01-Mar	06-Mar
08-Mar	20-Mar	28-Mar	03-Apr
05-Apr	17-Apr	26-Apr	01-May
03-May	22-May	31-May	05-Jun
07-Jun	19-Jun	28-Jun	03-Jul
05-Jul	24-Jul	02-Aug	07-Aug
09-Aug	21-Aug	30-Aug	04-Sep
06-Sep	18-Sep	27-Sep	02-Oct
04-Oct	23-Oct	01-Nov	06-Nov
08-Nov	20-Nov	29-Nov	04-Dec

- Only the first twelve (12) complete applications that are received by the “Last Day for Applications” will be scheduled for the corresponding hearing date. Any additional complete applications received by the due date will be automatically scheduled for the next available hearing date. Applicants are encouraged to submit their complete applications in soon as possible to secure a hearing time and avoid delay in scheduling.
- Incomplete applications will be referred back to the applicant for completion prior to a hearing date being scheduled/confirmed.