



**FORM 1  
PLANNING ACT, 1990**

**FILE** \_\_\_\_\_

**APPLICATION FOR MINOR VARIANCE  
OR FOR PERMISSION**

**TOWNSHIP OF EAST ZORRA-TAVISTOCK  
COMMITTEE OF ADJUSTMENT**

The undersigned hereby applies to the Committee of Adjustment for the Township of East Zorra-Tavistock under Section 44 of The Planning Act, 1990, for relief, as described in this application, from Zoning By-law #2003-18, as amended.

1. **Name of Owner** \_\_\_\_\_ **Telephone No.** \_\_\_\_\_

2. **Address** \_\_\_\_\_

**Email:** \_\_\_\_\_

3. **Name of Agent (if any)** \_\_\_\_\_ **Telephone No.** \_\_\_\_\_

4. **Address** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Note:** Unless otherwise requested, all communications will be sent to the agent, if any.

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

\_\_\_\_\_  
\_\_\_\_\_

6. **Nature and extent of relief applied for:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. **Why is it not possible to comply with the provisions of the By-law?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. **Legal description of subject lands:**

Lot & Plan or Concession \_\_\_\_\_

Street Address or 911 Number \_\_\_\_\_

9. **Dimensions of land affected:**

Lot size or acreage \_\_\_\_\_

10. **Particulars of all buildings** and structures on or proposed for the subject land. Specify ground floor area, gross floor area, number of storeys, width, length, height, etc.

Existing: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. **Location of all buildings** and structures on, or proposed for, the subject land. Specify distance from side, rear and front lot lines.

Existing: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. **Date of acquisition of subject land:** \_\_\_\_\_

13. **Date of construction** of all buildings and structures on subject land: \_\_\_\_\_

14. **Existing uses of the subject property:** \_\_\_\_\_  
\_\_\_\_\_

15. **Existing uses of abutting properties:** \_\_\_\_\_  
\_\_\_\_\_

16. **Length of time** the existing uses of the subject property have continued: \_\_\_\_\_

17. **Municipal services available:** Check appropriate space(s)

Water  Connected

Sanitary Sewers  Connected

Storm Sewers

18. **Present Official Plan** provisions applying to the lands: \_\_\_\_\_  
\_\_\_\_\_

19. **Present Zoning By-law** provisions applying to the lands: \_\_\_\_\_  
\_\_\_\_\_

20. **Has the owner previously applied** for relief in respect of the subject property?

Yes  No

If the answer is yes, describe briefly \_\_\_\_\_  
\_\_\_\_\_

21. **Is the subject property** the subject of a current Application for Consent under Section 52 of the Planning Act, 1983?

Yes  No

\_\_\_\_\_  
(Signature of applicant or authorized agent)

Dated at the \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form, or the authorization set out below must be completed.

**Authorization of Owner(s) for Applicant/Agent to Make the Application**

I/We, \_\_\_\_\_, am/are the owner(s) of the land that is the subject of this application for minor variance and I/We authorize \_\_\_\_\_, to make this application on my/our behalf.

\_\_\_\_\_  
Date Signature of Owner(s) Signature of Owner(s)

**THIS SECTION TO BE COMPLETED IN THE PRESENCE OF A COMMISSIONER FOR TAKING AFFIDAVITS**

I/We \_\_\_\_\_ of the \_\_\_\_\_  
of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_,

**DO SOLEMNLY DECLARE THAT:**

All of the prescribed information contained in this application is true and that the information contained in the documents that may accompany this application is 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 \_\_\_\_\_

\_\_\_\_\_  
Owner(s)/Applicant

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Owner(s)/Applicant

\_\_\_\_\_  
A Commissioner for Taking Affidavits

**Notes:**

1. Applications will not be considered complete until all required information has been supplied. Application must be accompanied by a plan showing the dimensions of the subject lands, and of all abutting lands, and showing the location, size, and type of all buildings and structures on the subject and abutting lands.
2. It is required that **one original** of the complete application (including the sketch) be filed, accompanied by the applicable fee of **\$325.00**, payable to the **Treasurer, Township of East Zorra-Tavistock**.

**Municipal Freedom of Information and Protection of Privacy Act – Notice of Collection & Disclosure**

The collection of personal information on this form is legally authorized under Sec.34 of the *Planning Act* and O.Reg.545/06 for the purpose of processing your planning application. Questions about this collection should be directed to the Director of Community Planning at the County of Oxford, 21 Reeve St., P.O. Box 1614, Woodstock, ON N4S 7Y3 or at 519-539-9800 (ext.3207).

Pursuant to Sec.1.0.1 of the *Planning Act*, and in accordance with Sec 32(e) of the *Municipal Freedom of Information and Protection of Privacy Act*, it is the policy of the County of Oxford to make all planning applications and supporting material available to the public.