



Form 1
Planning Act, 1990
Application for Minor Variance or Permission
Township of South – West Oxford, Committee of Adjustment

UNDER THE PLANNING ACT, R.S.O. 1990, Chap. P.13, s.44

File #:	Roll #:
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The undersigned hereby applies to the Committee of Adjustment for The Township of South – West Oxford under section 44 of the Planning Act for relief, as described in this application, from By-Law No. 25-98 (as amended).

Name and Address of Owner:		Name and Address of Agent (if applicable):	
Postal Code:		Postal Code:	
Telephone Number:		Telephone Number:	
E-Mail Address: _____		E-Mail Address: _____	
1.	Names and Addresses of any mortgages, holders of charges or other encumbrances:		
2.	Nature and extend of relief applied for: To be completed by the applicant (include By-Law Section if known.)		
3.	Why is it not possible to comply with the Provisions of the By-law?		
4.	Legal Description:		
	Lot(s):	Plan # or Concession:	
	Part Number(s):	Reference Plan #:	
	Street or 911 Address :	Street/Road Name:	
	Lot is located on the _____ side of the Street/Road.		
	Lying between _____ Street/Road and _____ Street/Road.		

5.	Dimensions of land affected:	
	Frontage:	Depth:
	Area/Acreage:	Width of Street/Road:
6.	Particulars of all buildings and structures on or proposed for the subject land: (Specify ground floor area, gross floor area, number of storey's, width, length, height, etc.)	
	Existing:	
	Proposed:	
7.	Location of all buildings and structures on or proposed for the subject land: (Specify distance from side, rear and front lot lines.) see attached sketch plan	
	Existing:	
	Proposed:	
8.	Date of Acquisition of subject land:	
9.	Date of Construction of all buildings and structures on subject land (if know):	
10.	Existing uses of the subject property:	
11.	Existing uses of abutting properties:	
12.	Length of time the existing uses of the subject property have continued:	
13.	Municipal services available and or connected:	
	Water: <input type="checkbox"/>	Connected: <input type="checkbox"/>
	Sanitary Sewers: <input type="checkbox"/>	Connected: <input type="checkbox"/>
	Storm Sewers: <input type="checkbox"/>	
14.	Present Official Plan Provisions applying to the land:	
15.	Present Zoning By-Law provisions applying to the land:	
16.	Has the owner previously applied for relief in respect of the subject property?	
	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
	If Yes, describe, briefly	
17.	Is the subject property of a current application for consent under Section 53 of the Planning Act, 1990? Yes: <input type="checkbox"/> No: <input type="checkbox"/>	

Dated at the _____ of _____ this ____ day of _____ 20____

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

I/We _____ of the Township of South West Oxford in the County of Oxford

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 the solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath by virtue of the **Canada Evidence Act**.

DECLARED before me at the _____

in the _____ of _____

this _____ day _____, _____

Signature: Applicant/Agent

A Commissioner for Taking Affidavits

Signature: Applicant/Agent

To be Completed by Owner

I _____, hereby agree to support the application, if appealed by a third party and provide assistance in the preparation and presentation of the application before the Ontario Municipal Board and pay all fees as set out in the OMB hearing Cost Sharing Policy adopted by Council.

Witness

Signature: Owner/Applicant/Agent

Signature: Owner/Applicant/Agent

MFIPPA 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 Corporate Manager of Community and Strategic Planning at the County of Oxford, 21 Reeve St., P.O. Box 1614, Woodstock, ON N4S 7Y3 or at 519-539-9800.

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.

Notes:

1. It is required that one copy of this application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the plan referred to in Note 2, **accompanied by a fee of either \$350.00 without MDS or \$400.00 with MDS in cash or by cheque made payable to the Township of South-West Oxford. For applications made after the fact there is a fee of \$100.**
2. Each copy of this application must be accompanied by a plan showing the following:
 - a. The boundaries and dimensions of the subject land.
 - b. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot line.
 - c. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, water courses, drainage ditches, rivers or stream banks, wetlands, wooded areas, wells and septic tanks.
 - d. The current uses on the land that is adjacent to the subject land.
 - e. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or right-of-way.
 - f. The location and nature of any easement affecting the land.
3. The Committee of Adjustment may require that the plan referred to in a Note 2 be signed by an Ontario land surveyor.