INFORMATION

The following comments are provided for your information prior to making an application for Minor Variance:

1. Fees:

$850.00 fee payable to Town of Mono.

For their review of this application, if the property is located in:

a. The Nottawasaga Valley Conservation Authority area, $200.00 fee, payable to NVCA;
b. The Toronto and Region Conservation Authority area, $580.00 fee, payable to TRCA;
c. The Credit Valley Conservation area, $310.00, fee, payable to CVC.

*Please see the attached map to determine in which conservation area the subject property is located. All fees are non-refundable

2. $2,500.00 deposit, payable to the Town of Mono, to be used by Town for technical fees, if required, and balance to be refunded.

3. A sign and ribbons will be provided which are to be posted on the property in a prominent place visible from a travelled roadway as the Committee and agency representatives may visit the property to view the proposal.

4. It is recommended that the sketch submitted with the application be legible, accurate and to scale showing the proposed Minor Variance, as this will aid the Committee and agency representatives in making their decision. Neighbouring property owners will also be consulted through the public meeting process for their comments.

5. All owners on title must sign the Application. If an Applicant has been assigned, the owner/s of the land must sign the Authorization on Page 6. If one owner is being assigned as the Applicant, the other owner/s must sign the Authorization on Page 6. A Commissioner is available at the Town office by appointment.

6. The Committee requires that the owner/s, applicant, or a person having knowledge of the application, attend the meeting to answer any questions the Committee may have as a result of circulation of the application, and their site inspection.

If you have any questions, please call Planning Technician at 519-941-3599 Ext 224.
Town of Mono Conservation Areas Map
APPLICATION FOR MINOR VARIANCE
UNDER THE PLANNING ACT, R.S.O. 1990

The undersigned hereby applies to the Committee of Adjustment for the Town of Mono under Section 45 of the Planning Act, R.S.O. 1990 for relief, as described in this Application from Zoning Bylaw number 78-1 as amended.

1.0 OWNERSHIP AND APPLICANT INFORMATION

1.1 NAME OF OWNER/S

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<thead>
<tr>
<th>HOME PHONE</th>
<th>WORK PHONE</th>
<th>CELL PHONE</th>
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<th>ADDRESS</th>
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1.2 NAME OF APPLICANT
(if different than Owner/s, an Authorization of Owner/s is required under Section 14.1 of this form)

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<tr>
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Note: Unless otherwise requested, all communications will be sent to the Applicant

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

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

2.0 PURPOSE OF THE APPLICATION

2.1 NATURE AND EXTENT OF RELIEF APPLIED FOR:
3.0 WHY IS IT NOT POSSIBLE TO COMPLY WITH PROVISIONS OF THE ZONING BYLAW

3.1 REASONS WHY RELIEF IS REQUIRED

4.0 LOCATION OF SUBJECT LAND

4.1 County: DUFFERIN Municipality: TOWN OF MONO Roll No. 2212-000-00

<table>
<thead>
<tr>
<th>Emergency/Municipal No.</th>
<th>Name of Street/Road</th>
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<tbody>
<tr>
<td>Lot Number(s)</td>
<td>Concession No.</td>
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<tr>
<td>EHS or WHS</td>
<td>(Please circle correct direction)</td>
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</table>

<table>
<thead>
<tr>
<th>Registered Plan No.</th>
<th>Lot(s)/Block(s)</th>
<th>Reference Plan No.</th>
<th>Part No.</th>
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4.2 Are there any easements or restrictive covenants affecting the subject land ( ) Yes ( ) No

If Yes, describe the easement or covenant and its effect

4.3 Dimensions of Land affected:

Frontage________________________ Depth________________________ Area_________________

Name of Street_____________________________________________________________________

5.0 EXISTING AND PROPOSED STRUCTURES ON SUBJECT LAND

5.1 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 Structures:

Proposed Structures
6.0 Land Use

6.1 Existing Uses of Subject Property

6.2 Length of Time existing use has continued on subject property

6.3 Existing Uses of Abutting Properties

7.0 Municipal Services Available

7.1 Water

<table>
<thead>
<tr>
<th>Private Well</th>
<th>Yes</th>
<th>No</th>
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<tr>
<td>Town Water</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Connected</td>
<td>Yes</td>
<td>No</td>
</tr>
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</table>

7.2 Sewers

| Private Septic | Yes | No |
| Town Sewers   | Yes | No |
| Connected     | Yes | No |
8.0 Designation of Subject Lands

8.1 Zoning

8.2 Official Plan

9.0 Other Information

9.1 Has the owner previously applied for relief? [ ] Yes [ ] No

If Yes, please list: ____________________________________________________________

________________________________________________________________________

9.2 Is the subject property the subject of a current application for consent under Section 53 of the Planning Act, R.S.O. 1990? [ ] Yes [ ] No

9.3 Please attach any other information that you think may be useful to the Committee’s consideration of the application

10.0 Sketch

10.1 The application shall be accompanied by a sketch showing the following:

- The boundaries and dimensions of the subject land;
- The location and size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks that,
  - Are located on the subject land and on land that is adjacent to it, and
  - In the applicant’s opinion, may affect the application;
- The current uses of land that is adjacent to the subject land;
- 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 a right of way;
- The location and nature of any easement affecting the subject land;
11.0 **Affidavit or Sworn Declaration**

11.1 **Affidavit or Sworn Declaration For the Prescribed and Requested Information**

I/We, ___________________________________________________ of the ____________________________

In the __________________________________________________________ make oath and say

(or solemnly declare) that I am/we are __________________________________________________________

Owner/Owners/Applicant on behalf of Owner/s

And that the information contained within this application is true and that the information contained in the documents that accompany this application in respect of the above are true.

Sworn (or declared) before me

at the ___________________ of __________________________

in the ___________________ of __________________________

this _________ day of ____________________, 20____

Owner/Applicant

Owner/Applicant

Commissioner of Oaths

12.0 **Consent of the Owner(s)**

12.1 Complete the consent of the owner(s) concerning personal information and permission for municipal staff and Committee of Adjustment members to enter onto the subject lands for the purpose of inspecting the lands with regards to the application.

**Consent of the Owner(s) to the Use and Disclosure of Personal Information**

**AND**

**Consent of the Owner(s) for Municipal Staff and Committee of Adjustment Members to enter onto the subject lands for the purpose of inspecting the lands to evaluate the merits of the application**

I/We ___________________________________________________ am/are the owner(s) of the land that is the subject of this Minor Variance Application.

For the purposes of the Freedom of Information and Privacy Act, I/We authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

I/We also authorize and consent to having Municipal Staff, Conservation Authority Staff, and Committee of Adjustment Members enter onto the subject land for the purpose of inspecting the lands to evaluate the merits of the application.

__________________________________________
Date

__________________________________________
Signature of Owner

__________________________________________
Date

__________________________________________
Signature of Owner
13.0 **Authorization To Allow One Joint Owner to make application for Owners**

13.1 If the property is owned by more than one person, and an owner is not available to sign before a commissioner, the written authorization of the owner who is not available to sign must be included with this form or the authorization set out below must be completed.

**Authorization of one Joint Owner authorizing other Joint Owner to Make the Application**

**And to Provide Personal Information**

I, _____________________________, am one of the joint owners of the land that is the subject of this Minor Variance Application.

I authorize ___________________________ to make this application on my behalf and for the purposes of the Freedom of Information and Protection of Privacy Act, to provide any of my personal information that will be included in this application or collected during the processing of this application.

____________________________________  ______________________________________
Date:  Signature of Owner

14 **Authorization to Allow Agent to make application for Owners**

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

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

**And Provide Personal Information**

I/WE, _____________________________, am/are the owners of the land that is the subject of this application for consent.

I/WE authorize ___________________________ to make this application on my/our behalf and for the purposes of the Freedom of Information and Protection of Privacy Act, to provide any of my/our personal information that will be included in this application or collected during the processing of this application.

____________________________________  ______________________________________
Date  Signature of Owner

____________________________________  ______________________________________
Date  Signature of Owner