



Corporation of the Town of Mattawa

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160 Water Street — P.O. Box 390

MATTAWA, ONTARIO P0H 1V0

www.mattawa.ca

COMMITTEE OF ADJUSTMENT APPLICATION

PLEASE READ BEFORE COMPLETING THIS APPLICATION

This application reflects the mandatory information this is prescribed in the schedules to Ontario Regulations 200/96 and 423/96 made under the Planning Act, R. S. O. 1990 as amended. In addition to this form, the Applicant will be required to submit the appropriate fee, a site plan as detailed herein, and any additional information or studies that may be necessary to assess the proposal.

Failure to submit all of the required information may prevent or delay the consideration of this Application. If more space is required please use additional sheets. Two copies of the complete Application accompanied by a fee of \$325.00 must be filed with the Secretary-Treasurer of the Committee of Adjustment.

Please Print and Complete or (✓) Appropriate Box(es)

1. APPLICANT INFORMATION		
1.1	Name of Owner(s). An owner's authorization is required in Section 12, if the applicant is not the owner.	E-mail Address
	Name of Owner(s)	Home Telephone No.
		Business Telephone No.
	Address	Postal Code
		Fax No.
1.2	Agent/Applicant: Name of the person who is to be contacted about the applicant, if different than owner. (This may be a person or firm acting on behalf of the owner.)	E-mail Address
	Name of Contact Person/Agent	Home Telephone No.
		Business Telephone No.
	Address	Postal Code
		Fax No.
1.3	Communications to be between the Municipality and owner _____ Applicant/Agent _____, all _____	
1.4	Names and addresses of any mortgages, holders of charges or other encumbrances:	
2.	NATURE AND EXTENT OF RELIEF APPLIED FOR:	

3. WHY IS IT NOT POSSIBLE TO COMPLY WITH THE PROVISIONS OF THE BY-LAW?						
4. LOCATION OF THE SUBJECT LAND						
4.1 Municipal Address						
Concession Number(s)	Lot Number(s)	Registered Plan No.	Lot(s)/Block(s)			
Reference Plan No.	Part Number(s)	Parcel Number				
4.2 Are there any easements of restrictive covenants affecting the subject land? oNo oYes <i>If Yes, describe the easement or covenant and its effect.</i>						
5. DESCRIPTION OF SUBJECT LAND AND SERVING INFORMATION (Complete each subsection)						
5.1 Description:	Frontage (m.)					
	Depth (m.)					
	Area (ha.)					
5.2 Use of Property:	(A) Existing use(s) of subject property					
	(B) Proposed use of subject property					
	(C) Length of time the existing use(s) of the subject property have continued					
	(D) Existing use(s) of abutting property					
5.3 The date the subject land was acquired by the current owner:						
5.4 Particulars of all buildings and structures on or proposed for the subject land (specify ground floor area, gross floor area, number of stories, width, length, height, etc...)						
Existing:						
	Ground Floor Area	Gross Floor Area	# of Stories	Width	Length	Height
Proposed:						
	Ground Floor Area	Gross Floor Area	# of Stories	Width	Length	Height

5.5	LOCATION OF ALL BUILDINGS AND STRUCTURES ON OR PROPOSED FOR THE SUBJECT LAND <i>(specify distance from side, rear and front lot lines):</i>		
Existing:			
	Side Lot Lines	Rear Lot Lines	Front Lot Lines
Proposed:			
	Side Lot Lines	Rear Lot Lines	Front Lot Lines
6.	MUNICIPAL SERVICES AVAILABLE <i>(check appropriate space or spaces:)</i>		
6.1	Water <input type="checkbox"/> Connected <input type="checkbox"/>	Sanitary Sewers <input type="checkbox"/> Connected <input type="checkbox"/>	Storm Sewers <input type="checkbox"/>
7.	LAND USE		
7.1	Present Official Plan provisions applying to the land:		
7.2	Present Restricted Area By-law (Zoning By-law provisions applying to the Land):		
8.	HAS THE OWNER PREVIOUSLY APPLIED FOR RELIEF IN RESPECT OF THE SUBJECT PROPERTY?		Yes <input type="checkbox"/> No <input type="checkbox"/>
	<i>If the answer is yes, describe briefly</i>		
9.	IS THE SUBJECT PROPERTY THE SUBJECT OF A CURRENT APPLICATION FOR CONSENT UNDER SECTION 29 OF THE PLANNING ACT?		Yes <input type="checkbox"/> No <input type="checkbox"/>
10.	THE APPLICATION SHALL BE ACCOMPANIED BY A SKETCH SHOWING THE FOLLOWING:		
i)	The boundaries and dimensions of the subject land;		
ii)	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 lines;		
iii)	All sketches must be dimensional and to scale in every respect;		
11.	CHECKLIST		
	<i>Have you remembered to attach:</i>		YES
	2 copies of the completed application form		<input type="checkbox"/>

	2 copies of the required sketch	<input type="checkbox"/>
	2 copies of any required technical or justification study	<input type="checkbox"/>
	The required fee of \$325.00 including HST	<input type="checkbox"/>

11.1

AFFIDAVIT OR SWORN DECLARATION

I, _____, of the _____, in the District of _____ make oath and say (or 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.

Sworn (or declared) before me

at the _____
in the District of _____
this _____ day of _____ 20__

Commissioner of Oaths

Applicant

12.

AUTHORIZATION

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 FOR AGENT TO MAKE THE APPLICATION

I, _____, am the owner of the land that is subject of this application and I authorize _____ to make this application on my behalf.

Date

Signature of Owner

12.1

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION

I, _____, am the owner of the land that is the subject of this application and for the purpose of the Freedom of Information and Protection of Privacy Act, I authorize _____ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date

Signature of Owner

12.2

Consent of Owner

Complete the consent of the owner concerning personal information set out below

CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

I, _____, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and protection of Privacy Act, I 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.

Date

Signature of Owner