



The Corporation of the Town of Bracebridge  
Development Services Department  
1000 Taylor Court, Bracebridge, ON P1L 1R6  
Ph. 705 645 5264 Fax 705 645 4209

**APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION**

The undersigned hereby applies to the Committee of Adjustment for the Town of Bracebridge under Section 45 of the Planning Act, R.S.O., c.P.13, for relief as described in this application, from By-law No. \_\_\_\_\_, as amended.

**OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Complete Application: \_\_\_\_\_  
Date Accepted: \_\_\_\_\_ Required Fee: \_\_\_\_\_  
Application Number: \_\_\_\_\_ Two copies of original sketch: \_\_\_\_\_  
Roll No: \_\_\_\_\_ Copy of Deed: \_\_\_\_\_  
Receipt No: \_\_\_\_\_

1. Name of Owner \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Address \_\_\_\_\_  
Postal Code \_\_\_\_\_ E-mail \_\_\_\_\_
  2. Name of Agent \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Address \_\_\_\_\_  
Postal Code \_\_\_\_\_ E-mail \_\_\_\_\_
  3. Names and addresses of any mortgagees, holders of charges or other encumbrances:  
\_\_\_\_\_  
\_\_\_\_\_
  4. Nature and extent of relief applied for (state specific i.e 13.2 m front yard setback):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  5. Why is it not possible to comply with the provisions of the By-law?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  6. Legal description of subject lands (registered plan number, lot number or other legal description and, where applicable, street and street number).  
\_\_\_\_\_  
\_\_\_\_\_
  7. Dimension of lands affected: Frontage: \_\_\_\_\_ Area: \_\_\_\_\_  
Depth: \_\_\_\_\_ Width of Street: \_\_\_\_\_
  8. Type of Access to the Subject Lands:  
[ ] a) Municipal Road Year round maintained [ ] Provincial Highway  
[ ] b) Municipal Road Seasonally maintained [ ] Water  
[ ] c) Private Road - Existing [ ] [ ] Other (specify) \_\_\_\_\_  
- Proposed [ ]
- Name of Street or Road \_\_\_\_\_

If the proposed access is by WATER, describe the docking and parking facilities to be used on the mainland (i.e name of marina, distance of facility from subject lands)?

\_\_\_\_\_

\_\_\_\_\_

9. Particulars of all building and structures on or proposed for the subject lands: (Specify ground floor area, gross floor area, number of storey, width, length, height, etc)

Existing:

\_\_\_\_\_

\_\_\_\_\_

Proposed:

\_\_\_\_\_

\_\_\_\_\_

10. Location of all buildings and structures on or proposed for the subject lands: (Specify distance from side, rear and front lot lines)

Existing:

\_\_\_\_\_

\_\_\_\_\_

Proposed:

\_\_\_\_\_

\_\_\_\_\_

11. Date of acquisition of subject lands: \_\_\_\_\_

12. Date of construction of all buildings and structures on subject lands: \_\_\_\_\_

\_\_\_\_\_

13. Existing uses of the subject lands: \_\_\_\_\_

\_\_\_\_\_

14. Existing uses of abutting properties: \_\_\_\_\_

\_\_\_\_\_

15. Length of time the existing uses of the subject lands have continued:

\_\_\_\_\_

16. Municipal services available: (Check appropriate space or spaces):

Water \_\_\_\_\_ Connected \_\_\_\_\_

Sanitary Sewer \_\_\_\_\_ Connected \_\_\_\_\_

Storm Drainage via: Sewer \_\_\_\_\_ Ditch \_\_\_\_\_ Swale \_\_\_\_\_ Other \_\_\_\_\_

17. Present Official Plan provision applying to the land: \_\_\_\_\_

18. Present Restricted Area By-law (Zoning By-law) provisions applying to the land:

\_\_\_\_\_

19. Has the Owner previously applied for relief in respect of the subject property? If "YES", describe briefly:

\_\_\_\_\_

\_\_\_\_\_

20. Is the subject lands the subject of a current application for consent under Section 53 of The Planning Act, 1990? YES \_\_\_\_\_ NO \_\_\_\_\_.

\_\_\_\_\_  
Signature of Owner or Authorized Agent

**NOTE**

1. It is required that this application be filed with the Secretary-Treasurer of the Committee of Adjustment and be accompanied by a fee of \$500.00 in cash or by cheque made payable to the **TOWN OF BRACEBRIDGE**.
2. The applicant shall attach to this application two (2) plans showing the following information:
  - the boundaries & dimension of the subject land
  - 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
  - the approximate location of all natural and artificial features on the subject land & on land that is adjacent to the subject land (i.e. buildings, roads, watercourse, wooded areas, wells, septic tanks)
  - the current uses on land that is adjacent to the subject land
  - the location, width and name of any roads within or abutting the subject lands, indicating whether it is unopened road allowance, public travelled road, private road or right of way
  - the location of parking & docking facilities (if accessed by water)
  - the location & nature of any easements affecting the subject property.

When required by the Committee of Adjustment, the plan mentioned above shall be signed by an Ontario Land Surveyor, but otherwise a sketch to **scale** will be required. Sketches to scale with the above information are required to be submitted in metric measurement.

3. Include a copy of your Deed showing ownership and any registered rights of way.

**By signing this Application you or your agent are authorizing an employee of the Town of Bracebridge to enter upon your property to take pictures for purposes related to this Minor Variance Application.**

**Personal information contained on this form is collected under the authority of the Planning Act, R.S.O., 1990, Chapter P13, as amended and will be used for the processing of this minor variance application. Questions about this collection should be directed to the Development Services Department, 1000 Taylor Court, Bracebridge, Ontario, P1L 1R6, Telephone (705) 645-5264.**

**AFFIDAVIT**

I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_  
in the \_\_\_\_\_ of \_\_\_\_\_ solemnly declare that:

All of the above statements are true, and I make this declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me at the  
\_\_\_\_\_ of \_\_\_\_\_ )  
in the \_\_\_\_\_ of \_\_\_\_\_ )  
this \_\_\_\_\_ day of \_\_\_\_\_ )  
20\_\_.

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
A Commissioner, etc.

If signed by an agent, written authorization of the Owner must accompany application.

**AUTHORIZATION OF OWNER(S) FOR AGENT OR SOLICITOR TO MAKE THIS APPLICATION: (if applicable)**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Registered Owner

\_\_\_\_\_  
Signature of Registered Owner