2013 Committee of Adjustment Application

Please contact your district office for more detailed information about the application requirements and the Committee of Adjustment process.

<table>
<thead>
<tr>
<th>Address of Subject Land (Street Number/Name)</th>
<th>Application Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>IBMS Row I.D.</td>
<td>Zoning</td>
</tr>
<tr>
<td>Official Plan Designation</td>
<td>Ward</td>
</tr>
</tbody>
</table>

Legal Description

Registered Owner of Subject Land (as it appears on Deed/Transfer) | E-mail |
|-----------------------------------------------------------------|--------|

Mailing Address

<table>
<thead>
<tr>
<th>City</th>
<th>Postal Code</th>
</tr>
</thead>
</table>

Telephone (area code + number)

Fax (area code + number)

Applicant (name in full)

<table>
<thead>
<tr>
<th>E-mail</th>
</tr>
</thead>
</table>

Applicant is:

- [ ] Owner
- [ ] Lawyer
- [ ] Architect
- [ ] Agent
- [ ] Contractor
- [ ] Other

Mailing Address

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<tr>
<th>City</th>
<th>Postal Code</th>
</tr>
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</table>

Telephone (area code + number)

Fax (area code + number)

Dimensions of land affected:

<table>
<thead>
<tr>
<th>Frontage (m)</th>
<th>Depth (m)</th>
<th>Area (m²)</th>
</tr>
</thead>
</table>

Road Access:

- [ ] Provincial Highway
- [ ] Municipal Street
- [ ] Public Lane
- [ ] Private Right-of-way

Servicing:

- Municipal Water:
  - [ ] available
  - [ ] connected

- Municipal Sanitary Sewers:
  - [ ] available
  - [ ] connected

- Municipal Storm Sewers:
  - [ ] available
  - [ ] connected

Other (septic)

Date of acquisition of subject property:

Date of construction of buildings or structures on subject property:

Length of time existing uses have continued:

Is the property the subject of any other current or previous planning application?

- [ ] Yes
- [ ] File No. ___________
- [ ] No

Has the Toronto Preservation Board listed and/or designated any buildings on the property as historical?

- [ ] Yes
- [ ] No

Is the property subject to the Ravine Bylaw or Private Tree Bylaw?

- [ ] Yes
- [ ] No

* Ravine Protection By-law
  If your property is located within or partially within a Ravine Protection Area, you are required to apply to Urban Forestry Services of the City of Toronto's Parks, Forestry & Recreation Division for a permit when doing any work that may injure or destroy a tree, or involves placing or dumping fill or refuse, or altering the existing grade of land.

* Private Tree By-law
  Trees on private property having a diameter of 30 cm or greater are protected. It is unlawful to injure or destroy such trees without first obtaining a permit from Urban Forestry Services of the City of Toronto's Parks, Forestry & Recreation Division to do so.

* City Owned Trees
  All trees situated on City owned property, including City road allowances and City owned parkland, are protected by City of Toronto by-laws. City owned trees are protected by City of Toronto’s “Tree Protection Policy and Specifications for Construction Near Trees”.
  Call 416-338-TREE or visit www.toronto.ca/trees
Minor Variances
Existing uses/structures (including height and dimensions or floor area, if applicable):

Description of proposal (including height and dimensions or floor area, if applicable):

Building Setbacks:

<table>
<thead>
<tr>
<th></th>
<th>Front lot line</th>
<th>Side lot line</th>
<th>Side lot line</th>
<th>Rear lot line</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing</td>
<td>_______ m</td>
<td>_______ m</td>
<td>_______ m</td>
<td>_______ m</td>
</tr>
<tr>
<td>Proposed</td>
<td>_______ m</td>
<td>_______ m</td>
<td>_______ m</td>
<td>_______ m</td>
</tr>
</tbody>
</table>

Variances requested: □ Zoning review attached □ Applicants list of variances attached

Why is it not possible to comply?

Consent
Type and purpose of transaction
☐ Conveyance – Total number of lots:            ☐ Lot addition  ☐ Easement/Right-of-way  ☐ Mortgage/Discharge
☐ Lease     ☐ Validation of Title   ☐ Technical severance  ☐ Other: __________

Conveyed lot:

<table>
<thead>
<tr>
<th></th>
<th>Frontage</th>
<th>Depth</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>_______ m</td>
<td>_______ m</td>
<td>_______ m²</td>
</tr>
</tbody>
</table>

Existing Use:

Proposed Use:

Transferee (if known):

Proposed easement/right-of-way:

Lot addition, identify the lands to which the parcel will be added:

Retained lot:

<table>
<thead>
<tr>
<th></th>
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<th>Area</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>_______ m</td>
<td>_______ m</td>
<td>_______ m²</td>
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</table>

Existing:

Proposed:

Proposed easement/right-of-way:

Existing easements:
Authorization of Agent

I/We _______________________________ authorize _______________________________
(name of owners) (name of agent/person authorized to sign application form)

to act as agent and sign the application form to the City of Toronto on my/our behalf for the property known as

(municipal address of property)

Signature: _______________________________ Date: _______________________________

Sworn Declaration

I, _______________________________,
(name and company)
of _______________________________,
(full address and postal code)

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.

Signature of Applicant or Authorized Agent: _______________________________

Fee Schedule – Effective January 1, 2013

Minor Variances
Clear Title – i.e. to clear existing encumbrances from title where there is no proposed construction, illegal construction or change of use involved .................................................. $ 1,069.86 = $ __________

Additions and alterations to existing dwellings with 3 units or less: $ 1,427.67 = $ __________

Residential dwellings with 3 units or less: .......................... $3,209.63 = $ __________

All other residential, commercial, industrial or institutional: ...... $4,154.06 = $ __________

After the fact variances are double the regular fee amount (regular fee amount) : ................... __________ x 2 = $ __________

Consent
Sever 1 lot into 2 (includes deed stamping)
and/or establishment of new easement/right-of-way: ............ $2,925.68 = $ __________

Additional Fee for each additional lot created: ....................... $1,875.70 = $ __________

Validation of Title, Technical Severance, leases, mortgage/
discharge, lot additions, re-establishment of easement: ........ $1,457.74 = $ __________

Committee of Adjustment Research Request Fee: $150.00 (Subject to HST) = $ __________

TOTAL FEE = $ __________

As set out in Chapter 441-4 of the City of Toronto Municipal Code, fees are adjusted every January 1st.
Fees may be paid by cash, cheque, debit card, American Express, MasterCard or Visa.
• Payment by American Express, MasterCard and Visa is limited to a maximum of $20,000.00.
  Any balance of payment may be paid by cash, cheque or debit card.
• Payment by personal or company cheque that is less than $2,000.00 must be certified.
Please make all amounts payable to the Treasurer of the City of Toronto.
Application Requirements

1. Complete Application Form (separate forms for consent and minor variance applications may be required).
2. Authorization Form signed by all registered owners of the property.
3. Application Fee
4. The applicant is strongly encouraged to apply to Toronto Building for either a preliminary Project Review or a Zoning Certificate. Applying for either of these processes will allow Toronto Building to identify all aspects of the proposal that do not comply with the Zoning By-law and to determine if any other approvals are required for the release of a building permit. A Zoning Certificate is required prior to submitting a complete building permit application. Preliminary Project Review and Zoning Certificate applications can be made to any of the Toronto Building Division Customer Service District offices.

Applicants who do not obtain either a Preliminary Project Review notice of an Examiner's Notice associated with a Zoning Certificate application must sign a Waiver Form assuming responsibility for correctly identifying the required relief from the Zoning By-law applicable to their property and providing a full list of the variances to the By-law required to facilitate their proposal. Any errors in their submission may cause delays in processing of their application.

5. Plans
   > Requirements for All Plans:
     • Metric scale and dimensioned with north symbol clearly marked
     • Municipal address, names of adjacent streets, project names, applicant’s name, name of firm preparing plans
     • Drawing title and number, preparation date, dates of any revisions
   > 3 Sets of Plans:
     • 2 sets at 279 mm x 432 mm (11” X 17”) – one diagram, to scale, per page:
       Full scale plans will be accepted.
     • 1 set reduced to 216 mm x 279 mm (8.5” x 11”) – one diagram per reduced page please.
   > A Set of Plans Must Include:
     • Plan of Survey, up to date and prepared by a Surveyor
     • Draft Reference Plan of Survey – For Consent applications only; indicating the Part(s) to be severed and retained and/or easement(s)/right(s)-of-way, with boundaries, dimensions and area of each part clearly identified.
     • Site Plan, indicating existing and proposed buildings on the site, distance from all lot lines, location of any easements/rights-of-way, location of buildings on adjacent lots, etc.
     • Floor Plans, all rooms labeled as to use and indicating existing and proposed windows and entrances
     • Elevation Plans, for all sides, indicating: height, grade, window and door openings

For Your Information
• A public notice sign, which will be provided to you, is required to be posted in a prominent location on the property for 10 days before the Hearing of a Minor Variance application and 14 days before the Hearing of a Consent application. Please sign a declaration confirming your compliance with this request.
• Photographs of the site/building should be submitted with your application or as soon as possible thereafter.
• Supporting materials, such as: a letter of explanation, letters in support, etc. should be submitted as far in advance of the Hearing as possible.
• It is recommended that you discuss the proposal with adjacent residents in order to address or alleviate concerns that may affect the disposition of your application.

Please contact your district office for more detailed information about the application requirements and the Committee of Adjustment process.

The personal information on this form is collected under the City of Toronto Act, 1997 (No.2), By-law 894-1999, The Planning Act, R.S.O. 1990,c.P. 13, as amended. The information is used for the purpose of evaluating your application. Questions about this collection can be directed to the Manager, Customer Services, Toronto Building at one of the addresses indicated at the top of page 1 of this application.