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CORPORATION OF THE TOWNSHIP OF GUELPH/ERAMOSIA MINOR VARIANCE APPLICATION GUIDE

PART 1 | KEY POINTS

1. WHAT IS A MINOR VARIANCE?

A Minor Variance application is required when a small variation is proposed from the requirements of the Zoning By-law. There are four questions that will be considered in a Minor Variance application:

- a. Is the application minor?
- b. Is the application desirable for the appropriate development of the lands in question?
- c. Does the application conform to the general intent of the Zoning By-law?
- d. Does the application conform to the general intent of the Official Plan?

2. TIMELINE

Minor Variance hearing dates are scheduled in-advance for the year, and the hearings take place on an as-needed basis. As such, a minor variance takes roughly 2 months, but could take longer depending on when the next scheduled hearing is. The best way to ensure a timely process is to have all relevant documentation prepared before the application of submission. Please see the “Minor Variance Application Checklist” for requirements.

3. COST

The application cost is a non-refundable administration fee of \$1,060.00. However, be aware that there are other costs associated with an application, such as the GRCA review fee.

4. WHAT DO I NEED?

It's recommended that potential applicants contact the Township to discuss their specific circumstances prior to submitting an application. However, required documents are listed in the "Minor Variance Application Checklist". Be aware that additional documents may be requested as needed/relevant to the application.

5. WHERE CAN I GET MORE INFORMATION?

For information about the Township's Minor Variance process, contact the Planning Administrator at 519-956-9596 ext. 112. For information about Minor Variances in general, check out the "Citizens' Guides to Land-use Planning" at: <http://www.mah.gov.on.ca/Page338.aspx>

PART 2 | PROCESS STEPS

