

# **Minor Variance Planning Rationale TEMPLATE**

**Please note:** This guide is intended to provide clarification on the requirements of the planning rationale to be provided with the consent application. This guide is **not** intended to supersede other Planning Act requirements.

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**Date:**

**Applicant:**

**Address:**

**Legal Description:**

## **1. Proposal**

Provide a detailed explanation of what you are proposing and any background information that may be helpful.

## **2. Explanation of why the proposal cannot comply with the current zoning regulations**

As per the Zoning By-law 20/2010, list the current regulation(s) and explain why cannot be met.

## **3. Analysis of four (4) tests of a minor variance**

(1) The proposal is minor in nature.

- Explain how the proposal is minor.

(2) The proposal is desirable for the appropriate use of the land.

- Is the proposal compatible with adjacent uses? List what the surrounding uses are and how the proposal is compatible with these uses.
- Is the proposal compatible with character in the area/neighbourhood? Explain what the character of the neighbourhood is, and how the proposal is compatible with this character
- Is there adequate vehicular access and off-street parking on the lot? Explain how the property is accessed (public road, right-of-way etc.) and include the total number of parking spaces.

- Can adequate buffering, screening and landscaping be provided? Explain how impact on surrounding properties can be mitigated through buffering/screening/landscaping.
  - Due to on-site circumstances, is the design of the building/structure in conformity with the by-law is not feasible or possible? Explain what these on-site circumstances are and the implications of building design.
- (3) Meets the general intent and purpose of the [Zoning By-law 20/2010](#).
- List the current zoning regulation(s) and explain how relief from these provisions still meets the intent/general purpose.
- (4) Meets the general intent and purpose of the [Official Plan](#).
- List the current official plan designation and explain how the minor variance would still meet the general purpose/intent of these policies.

**4. Conclusion – Provide closing remarks.**

**5. Attachments:**

- i. Site Plan drawing (required)
- ii. Other (optional):
  - Building design/architectural examples
  - Site photos

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Name

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Signature

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Date