



WHAT IS THE COMMITTEE OF ADJUSTMENT (COA)?

The Planning Act grants authority to Municipal Councils to appoint Committees to approve minor variance applications. Section 45 of the Planning Act permits the Committee of Adjustment to make decisions on Minor Variances from the Zoning By-law and to grant permission for altering or changing a legal non-complying use of land, buildings or structures.

There are seven members of the Committee of Adjustment, two of which are also members of Township Council.



GUIDE TO THE MINOR VARIANCE PROCESS



**For more information, contact:
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WHAT IS A MINOR VARIANCE?

A minor variance is granted to the owner of a property or any person authorized in writing who is unable to comply with the provisions of the Zoning By-law such as a reduced setback or increase in height. A minor variance provides specific relief from the Zoning By-law. A minor variance may be granted provided that, in the opinion of the Committee of Adjustment (COA), the request is minor in nature, is desirable for the appropriate development or use of the land, building or structure and if in the opinion of the COA that the general intent and purpose of the Zoning By-law and the Official Plan are maintained.

The authority of the COA is set out in the Planning Act (Provincial Statute).

FEES (SUBJECT TO CHANGE)

Minor Variance (including Site Plan Agreement fee)	\$1,200
Recirculation of minor variance application	\$350
Legal – preparation and/or registration of agreements	Cost

Minor Variance Process

