



TOWN OF KENTVILLE

VARIANCE APPLICATION FORM

1. *A variance is a relaxation of a Municipal Land Use By-law requirement.* Sections 235 to 237 of the *Municipal Government Act* allow the Development Officer to consider granting a variance **only** where the variance requested does not violate the intent of the land use by-law, if the difficulty experienced is not general to the properties in the area or the difficulty is not the result from intentional disregard for the requirements of the bylaw.

Should your application be approved, all property owners within 30 metres will be notified. These property owners then have 14 days to file an appeal. A Development Permit cannot be issued until the appeal period expires or any appeals are disposed of.

2. It is advisable to familiarize yourself with the applicable Land Use By-law for the Town, as it applies to your application. There are copies of the By-laws and maps available at the Planning Department for a nominal charge. Planning Staff can assist you with questions of interpretation.

3. It is very important that you provide all information and submissions requested below. This will allow your application to be processed quickly.

4. Your application must be accompanied by 1 copy of a plot plan, drawn to scale, showing:

- (a) the dimensions of the subject property;
- (b) the location of existing buildings on the property and any proposed additions; or location of any proposed new building;
- (c) the distances from lot lines to existing buildings and proposed additions or distances from any new building;
- (d) the distances from lot lines to buildings on adjacent lots;
- (e) the dimensions of additions or new buildings;
- (f) the scale to which the plan is drawn;
- (g) a north arrow.

NOTE: A PLOT PLAN PREPARED BY A NOVA SCOTIA LAND SURVEYOR MAY BE REQUIRED IF THE PLOT PLAN SUBMITTED DOES NOT PERMIT THE DEVELOPMENT OFFICER TO PROPERLY EVALUATE THE PROPOSAL.

5. Name of Applicant: _____

Address: _____

Telephone: Home: _____ Business: _____

6. Name of Owner (if different than applicant): _____

Address: _____

Telephone: Home: _____ Business: _____

7. What is the nature of the variance requested? (Please check the appropriate box)

- | | |
|-----------------------------|-----------------------------------|
| a) reduced front yard _____ | e) number of parking spaces _____ |
| b) reduced side yard _____ | f) height/area of sign _____ |
| c) reduced rear yard _____ | g) area of home occupation _____ |
| d) lot area _____ | h) height/area of structure _____ |

8. Please indicate the lot number, subdivision name, civic address and location of the subject property.

9. Indicate the existing use of the subject property.

10. Indicate the existing use of surrounding properties.

11. Give a general explanation of the proposal. (If additional space is required use another sheet.)

12. Why is it not possible to comply with the provisions of the Town's Land Use Bylaw?

13. NOTE: IF THIS FORM IS SIGNED BY A PERSON WHO IS NOT THE ASSESSED PROPERTY OWNER(S), WRITTEN AUTHORIZATION FROM THE OWNER(S) MUST ACCOMPANY THIS APPLICATION.

Legal Declaration:

I, _____ of _____
do solemnly declare that all the above statements and attachments are true and accurate and I make this solemn declaration conscientiously believing it to be true and accurate knowing that it is the same force and effect as if made under oath.

Dated at _____ this _____ day of _____,
20____.

Signature of Applicant

REQUEST FOR VARIANCE
TOWN OF KENTVILLE
PLANNING & DEVELOPMENT DEPARTMENT

Name and address of applicant of variance:

Phone # _____

Re: Variance application for property located at: _____

(civic address)

As the owner of the above-noted property, I have made application to the Town of Kentville for a variance for my property located above. I wish to _____

The normal setback is _____ and I would like to build _____. I require a variance of _____ from the requirements of the Land Use By-law to allow the proposal to proceed.

I ask that you sign below indicating to the Town that you have no objection to my proposal with respect to the variance being requested. Thank you for your consideration.

(Signature of property owner within 30 metres of property)

(Address)