



TOWN OF NEWMARKET
 Legislative Services Department
 395 Mulock Drive www.newmarket.ca
 P.O. Box 328 info@newmarket.ca
 Newmarket, ON L3Y 4X7 905.895.5193

FENCE VARIANCE APPROVAL
 APPLICATION FORM

1. Owner of property _____
 Address _____

 Telephone No. (_____) _____ Fax No. (_____) _____
 Email: _____

2. Name of Agent (if any) _____
 Address _____

 Telephone No. (_____) _____ Fax No. (_____) _____
 Email: _____

Note: *To appoint an Agent, the Owner Authorization must be filled out in full, executed and dated. Unless otherwise requested, all communications will be directed to the Agent, if any.*

3. Please identify the specific Section(s) of the Fence By-law from which you are seeking a variance.

4. Please explain your variance request by providing a detailed description of the existing (if applicable) and proposed fence and/or privacy screen including the dimensions (height, length and setback distance from any property lines) and specifications of the construction and installation.

5. Please provide a detailed description explaining why a variance is required.

Is this variance request being made as a result of an Order? Yes No

If yes, please provide the file number and date by which compliance is required.

File Number: _____ Compliance Date: _____

6. Have you discussed this application with the owner(s) of the property immediately touching your property? _____

7. Do you have the written consent of your neighbour(s) to the variance? _____

If yes, please attach the consent(s) to this form.

Additional Required Items

Complete applications **must** include the following:

A survey of the lot identifying the dimensions of all lot lines and the location of the fence and/or privacy screen.

A site plan of the lot drawn to scale and fully dimensioned identifying:

- 1) the height, length and setback distance from any property lines of the existing (if applicable) and proposed fence and/or privacy screen
- 2) the location and size of all buildings and other structures;
- 3) any easements on the property;
- 4) the locations, width and names of roads adjacent to the lot; and
- 5) the locations of any other features on the lot, or an adjacent lot, which may impact the placement of a fence or privacy screen such as trees, watercourses, drainage ditches.
- 6) Payment of the non-refundable fee as outlined in the Town's Fees By-law.

Declaration of Consent

By submitting this form, I hereby acknowledge and consent to the following:

1. I am the applicant and the information given by me herein is true and complete;
2. I am the owner, or an authorized agent of the owner, of the lot to which the variance request applies;
3. I will update the Town immediately if there are any changes to the information contained within my application, including the additional required items;
4. I have read and understood the provisions in the Town of Newmarket Fence By-law 2019-20, including the Section regarding the variance process, and will comply with such process as outlined therein;



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5. Only complete applications will be reviewed and submission of an application does not constitute approval.

I have read the information provided and all above statements are true to the best of my knowledge.

Signature of Owner or Authorized Agent

Dated at the _____ of _____

this _____ day of _____ 20 _____

Owner Authorization

Note: to be signed by Owner only if Agent has been appointed.

As of the date of this application, I am the registered Owner of the lands described above. I authorize the submission of this application on my behalf by:

Please print name of appointed Agent whom I have appointed as my Agent.

Date: _____ Signed: _____

Signature of Owner

Please print name of Owner