THE MUNICIPALITY OF CENTRAL ELGIN

MINOR VARIANCE/PERMISSION APPLICATION

Form MVA-1/2014

REQUIREMENTS FOR A COMPLETE APPLICATION:
Note: Until the Municipality of Central Elgin has received the information and material requested herein (as required under subsection 2 of Ontario Regulation 200/96) and any fee under Section 69(1) of the *Planning Act*, **the application will be deemed incomplete and the time periods referred to in section 45(4) of the Act will not begin.** Please ensure your submission includes:

OFFICE USE ONLY
Date Stamp – Date Received:

COA 22-26

Fee Paid: ☐ Yes ☐ No

- ☑ The completed application form and declarations.
- ☑ 1 digital copy of sketch/plan showing **EXISTING** and **PROPOSED** building(s) and structure(s) on subject lands, where applicable. Sketch is to include, for each existing and proposed building or structure, the location including setbacks from lot lines, height and dimensions (or floor areas) in metric units. See Section 18 of this application for more detail.
- ☑ **Application Fee made payable to "The Municipality of Central Elgin". Application Fee Amount: $ 553.75**
- ☑ A Letter of Authorization from the Owner (with dated, original signature) **OR** completion of the Owner's Authorization on page 7, **if the Owner is not filing the application.**
- ☑ Other information identified through Pre-consultation.

PLEASE LIST THE REPORTS OR STUDIES THAT ACCOMPANY THIS APPLICATION (supply two copies of each):
Note: This section applies to all reports that may have been identified as a result of any pre-application consultation meeting as studies required for a complete application.

- DIGITAL SKETCH OF EXISTING AND PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LANDS
- BUILDING PLAN FOR ACCESSORY STRUCTURE

About Pre-Consultation
Prior to submitting this application for a Minor Variance to the Municipality of Central Elgin, a proponent is encouraged to consult with relevant staff. Pre-application consultation is intended to facilitate early discussions between the proponent and staff pertaining to the application, and to allow staff to assist in determining the specific reports, studies and information that may be required to be submitted together with the application form as part of a complete application.

THIS APPLICATION PACKAGE MUST BE SUBMITTED TO:

Municipality of Central Elgin
Planning and Engineering Services Department
450 Sunset Drive, St. Thomas, Ontario N5R 5V1

Telephone: 519-631-4860
Facsimile: 519-631-4036

Personal information is collected under the authority of the *Planning Act* and will be used only for the purposes of considering and reviewing your application.

THE MUNICIPALITY OF CENTRAL ELGIN

MINOR VARIANCE/PERMISSION APPLICATION

I/We hereby apply, as outlined in this application, to the Council of the Corporation of the Municipality of Central Elgin pursuant to the provisions of the Planning Act, for a Minor Variance/Permission under Section 45 of the *Planning Act*.

1. Name of applicant: JILL CARROLL / RICK CARROLL
   Address: 42737 SPARTA LINE, UNION, ON, N0L 2L0
   Telephone (home): (226)-927-1770 (business) _____
   E-Mail: SPENCER_JILL@HOTMAIL.COM

2. Is the applicant the owner of the land? [X] Yes [ ] No If no, please provide:
   Name of owner: _____
   Address: N/A
   Telephone (home): _____ (business) _____
   E-Mail: _____

3. When was the subject land acquired by the current owner? 2025

4. Name of Agent (if any): _____
   Address: N/A
   Telephone: (home): _____ (business) _____
   E-Mail: _____

5. Location of Property ("subject lands"):
   Registered Plan No.: PLAN 45 Lot No.(s): LOT A
   Concession No.: _____ Lot No.(s): _____
   Reference Plan No.: _____ Part No.(s): _____
   Municipal Address: 42737 SPARTA LINE, UNION, ON; N0L 2L0

6. Municipality of Central Elgin Official Plan:
   Designation of the subject lands: RESIDENTIAL

7. Current applicable Zoning By-law: R1 - Yarmouth Zoning By-law
   Current applicable zone: R1

8. What is the present use(s) of the subject lands? RESIDENTIAL DWELLING. + DETACHED GARAGE.

How long has this use(s) continued on the subject lands? APPROXIMATELY 50. 100 YEARS

9. What is the proposed use of the subject lands? ACCESSORY STRUCTURE FOR STORAGE PURPOSES

10. Nature and extent of relief from the zoning by-law: ACCESSORY STRUCTURE PERMITTED AT FRONT OF PROPERTY.

Reason(s) why the proposed use cannot comply with the provisions of the zoning by-law: ACCESSORY STRUCTURE PLACEMENT AT FRONT OF PROPERTY DUE TO NO REAR PROPERTY AND LOCATION OF SEPTIC SYSTEM

11. Dimensions of the subject lands:
Frontage (m): _____ on SPARTA LINE Street/Road/Highway
Depth (m): _____
Area (m^2): _____

12. Access to the subject lands is provided by:
- [x] A Provincial highway or municipal road that is maintained year-round or other public road;
- [ ] A right of way; or
- [ ] By water (Please provide a description of the parking/docking facilities to be used and the approximate distance of these facilities from the subject lands and the nearest public road):

13. Particulars of all existing and proposed structures on the subject lands (as applicable - add additional pages if necessary):

EXISTING	BUILDING 1	BUILDING 2	BUILDING 3
Building type:	HOUSE	GARAGE	
Length (m):	17	9.1	
Width (m):	10	4.5	
Height (m):	6.1	3.8	
No. of storeys:	2	1	
Ground floor area (m^2):	170	40.9	
Gross floor area (m^2):	161	36.9	
Parking area (m^2):			
Setback, front lot line (m):	68.5	77.2	
Setback, rear lot line (m):	98	7.5	
Setback, side lot line (m):	14.2	7.5	
Setback, side lot line (m):	16.6	27.6	
Date constructed:	U/K	U/K	

PROPOSED	BUILDING 1	BUILDING 2	BUILDING 3
Building type:	ACCESSORY STRUCTURE		
Length (m):	12.2		
Width (m):	4		
Height (m):	3.1		
No. of storeys:	1		
Ground floor area (m^2):	48.8		
Gross floor area (m^2):	37.1		
Parking area (m^2):	N/A		
Setback, front lot line (m):	25.6		
Setback, rear lot line (m):	66.5		
Setback, side lot line (m):	33		
Setback, side lot line (m):	6.1		

14. Potable water will be supplied to the subject lands through:
- ☐ Publicly owned and operated piped water system.
- ☐ Privately owned and operated individual or communal well.
- ☐ Lake or other water body.
- ☒ Other means. Explain: N/A

15. Sewage disposal will be supplied to the subject lands through:
- ☐ Publicly owned and operated sanitary sewage system.
- ☐ Privately owned and operated individual or communal septic system.
- ☐ A privy.
- ☒ Other means. Explain: N/A

16. Storm drainage will be supplied to the subject lands through:
- ☐ Publicly owned and operated storm sewer system.
- ☐ Privately owned and operated storm sewer system.
- ☒ Ditches and swales.
- ☐ Other means. Explain: _____

17. Has the subject lands ever been the subject of any of the following matters under the Planning Act:

(a) For approval of a plan of subdivision under Section 51. ☐ Yes ☒ No
File No.: _____ Status: _____

(b) For approval of a consent under Section 53. ☐ Yes ☒ No
File No.: _____ Status: _____

(c) For approval of minor variance/permission under Section 45. ☐ Yes ☒ No
File No.: _____ Status: _____

18. This application must be accompanied by a digital sketch, in metric, showing as applicable:
- ✓ The boundaries and dimensions of the subject lands;
- ✓ The location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- ✓ The approximate location of all natural and artificial features (i.e. buildings, railways, roads, watercourses, drainage ditches, rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
  - (i) are located on the subject land and on land that is adjacent to it; and
  - (ii) in the applicant's opinion, may affect the application.
- ✓ The current uses of land that is adjacent to the subject land;

(continued on next page)

- ✓ The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way;
- ✓ If access to the subject lands will be by water only, the location of the parking and docking facilities to be used; and
- ✓ The location and nature of any easement affecting the subject land.

19. This application must be filed **with the Municipality of Central Elgin, 450 Sunset Drive, St. Thomas, Ontario, N5R 5V1, and must be accompanied by the application fee of $553.75.**

PLEASE MAKE CHEQUES PAYABLE TO "THE MUNICIPALITY OF CENTRAL ELGIN"

DECLARATION:

I, RICK CARROLL of MUNICIPALITY OF CENTRAL ELGIN do solemnly declare that all above statements contained in all of the exhibits transmitted herewith are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the
Municipality of Central Elgin
In the County of Elgin
this 25th
day of September A.D. 2026

Signature of Owner or Authorized Agent

A Commissioner, etc.

DELANY LYNN LEITCH, Deputy Clerk for The Corporation of the Municipality of Central Elgin. A Commissioner for taking Affidavits in the County of Elgin in the Province of Ontario.

OWNER'S AUTHORIZATION:

THIS MUST BE COMPLETED BY THE OWNER IF THE OWNER IS NOT FILING THE APPLICATION

Note: If there are multiple Owners, an authorization letter from each Owner (with dated, original signature) is required OR each Owner must sign the following authorization.

I, (we) JILL CARROLL / RICK CARROLL, being the Applicant(s) and/or registered Owner(s) of the subject lands, hereby authorize _____ to prepare and submit an Application for a Minor Variance.

Signature

25 09 2026

Day Month Year

Jill Carroll

25 Sept 2026

Municipal Freedom of Information Declaration:

In accordance with the provisions of the Planning Act, it is the policy of the Municipality of Central Elgin to provide public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I RICK CARROLL (please print name) the ☒ Owner ☐ Applicant ☐ Authorized Agent, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the Municipality of Central Elgin to post a "Possible Land Use Change" sign and allow municipal staff to access to the subject lands for purposes of evaluation of the subject application.

Signature

25 09 2026

Day Month Year