

**PLEASE NOTE: ALL INFORMATION PROVIDED REGARDING THIS APPLICATION IS PUBLIC AND MAY BE PRESENTED AT AN OPEN COUNCIL MEETING AND POSTED ON THE CITY WEBSITE.**



**Submission No:** \_\_\_\_\_

**Application for Fence Variance**

The undersigned hereby applies to the Fence Variance Committee of the City of Waterloo under Section s.99.5. of the Municipal Act for relief, as described in this application from By-Law No. 05-88 (as amended).

***By-law / Protective Services, 1<sup>st</sup> floor, 100 Regina Street South, Waterloo, ON N2J 4A8***

Name of Registered Owner(s):	
Mailing Address:	
City:	Postal Code:
Telephone Number:	Fax Number:
E-mail Address:	

Name of Authorized Agent(s):	
Mailing Address:	
City:	Postal Code:
Telephone Number:	Fax Number:
E-mail Address:	

Note: Unless otherwise requested, all communications will be sent to the agent, if any.

Address of Subject Property: \_\_\_\_\_

Legal Description of Affected Property: Lot # \_\_\_\_\_ Plan # \_\_\_\_\_

Nature and extent of relief applied for: (i.e., a height of 1.8 metres whereas only 0.9 metres is permitted)  
 \_\_\_\_\_  
 \_\_\_\_\_

Type of Fence ( i.e., solid, wrought iron, board on board, etc.)  
 \_\_\_\_\_  
 \_\_\_\_\_

Does the fence already exist?  Yes  No If yes, when was it built? \_\_\_\_\_

Why is it not possible to comply with the provisions of the by-law?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Existing uses of the subject property:  
 Residence  Commercial  Industrial  Other   
 If other please specify: \_\_\_\_\_

Existing uses of abutting properties:  
 Residence  Commercial  Industrial  Other   
 If other please specify: \_\_\_\_\_

Has the owner previously applied for relief in respect of the subject property? Yes  No

If the answer is yes, describe briefly: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Application fee submitted. Yes  No

\_\_\_\_\_  
 Signature of Applicant / Authorized Agent

**APPLICATION REQUIREMENTS**

1. Complete original application form.
2. Authorization Form signed by registered owner(s) if applicable.
3. Application fee by cash or cheque made payable to the City of Waterloo.
4. A property survey; and/or
5. A site plan with accurate size and boundaries as well as existing buildings, driveways, and uses.
6. Specifications pertaining to the description of the fence.
7. Specifications pertaining to the construction and installation of the fence.

**DECLARATION**

**This portion must be signed before a Commissioner for taking affidavits.**

Dated at the \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day  
of \_\_\_\_\_ 20\_\_\_. I, \_\_\_\_\_ of the  
\_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_

of \_\_\_\_\_ solemnly declare that all the statements contained in this application 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.. I understand that details of this application will be circulated to adjacent/neighbouring property owners within 60 metres of the subject property. The Committee will hear all persons interested in supporting or opposing the application.

DECLARED before me at the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_  
of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Signature of Applicant / Authorized Agent

**FOR YOUR INFORMATION:**

- Supporting materials, such as: a letter of explanation, letters in support, etc. should be submitted as far in advance of the Hearing as possible.
- It is recommended that you discuss the proposal with adjacent residents in order to address or alleviate concerns that may affect the disposition of your application.
- Staff comments will be available for pickup by any interested party on the morning of the meeting date.

**FREEDOM OF INFORMATION:**

To the extent that the foregoing information constitutes personal information as defined in the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, chapter M.56, as amended, the information is subject to the provisions of the Act and will be used for the purposes indicated or implied by this form. Questions about the collection of personal information should be directed to City Clerk, City Hall, Waterloo City Centre, Waterloo, Ontario, N2J 4A8 – Telephone (519) 886-1550.