



## Minor Variances

See Section 3.7 of the Town of Lumsden Zoning Bylaw for more information.

A minor variance may allow for a small change to the regulations listed in the zoning bylaw.

**A minor variance cannot change the zoning of a site.**

### What uses can a minor variance be approved for?

Only residential-zoned sites may receive a minor variance. No minor variance shall be granted for a discretionary use or form of development.

Minor variances may only be granted:

1. To change the minimum required distances of a building from a property line; or
2. To change the minimum required distances of a building from another building on the lot.

**The maximum amount of variance is 10% from bylaw requirements.**

The development receiving a variance must conform to all other bylaw requirements

### How much does it cost to apply for a minor variance?

The Minor Variance Fee is \$50.00.

### How do I apply for a minor variance?

An application form for a minor variance may be obtained from a Development Officer at the Lumsden Municipal office or under the 'Development & Building' tab on the Town of Lumsden website.

### What is the process for a minor variance?

Upon receiving the application, a Development Officer will review the application and will:

- a) **Approve** the minor variance.
- b) **Approve** the minor variance **with conditions**.
- c) **Deny** the minor variance.

If **approved** or **approved with conditions**, the Development Officer shall provide written notice to the applicant and to the assessed owners of the property having a common boundary with the applicant's land. The written notice will summarize the application and provide notice that an adjoining assessed owner has 20 days to lodge a written objection with the Development Officer. A minor variance decision comes into effect 23 days after the applicant receives notice of decision from the Development Officer. If the approval is revoked, the applicant will be notified of their right to appeal to the Development Appeals Board. An approval will be revoked if a objection lodged.

If **approved with conditions** or **denied**, the applicant may apply to the Development Appeals Board within thirty (30) days of the decision.

# Minor Zoning Variance Procedure

