



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

| OFFICE USE ONLY | |
|------------------|--|
| APPLICATION FEE: | |
| DATE PAID: | |
| RECEIPT #: | |
| PERMIT #: | |

VARIANCE APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES, AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

CIVIC ADDRESS: _____ VALUE OF DEVELOPMENT: _____

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development.

APPLICANT INFORMATION

APPLICANT NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

VARIANCES REQUESTED

Please describe the variances from the Zoning By-Law requested. Attach additional pages if necessary.

| ZONING PROVISION | PERMITTED | REQUESTED |
|------------------|-----------|-----------|
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PLANNING RATIONALE

Please answer the following questions regarding your application. Attach additional pages if necessary.

Explain the unusual condition(s) present on site which has resulted in this request for variance.

How does this variance maintain the intent of the Official Community Plan?

How does this variance maintain the intent of the Zoning By-Law?

How are the proposed variances consistent with neighbouring properties?

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.



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DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

DATE SIGNED

SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)



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COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per s. 4.4.1 of ZBL #2018-19, a permit will be granted, granted with conditions, or refused within 30 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

- Application Form (completed in full)
- Application Fee & Security Deposit (if applicable) as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- Site Plan that includes:
 - a north arrow and scale
 - property lines shown and labelled as per the most recent legal survey
 - all easements and rights of way shown and labelled
 - the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - the topography and other physical features of the subject land
 - the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the property lines
 - the location, size, type, and dimensions of all proposed buildings and structures on the subject land, as well as the proposed distance of the buildings and/or structures from the property lines
 - the location of retaining walls and fences (existing and proposed)
 - the location, dimensions, and number of onsite parking areas
 - the location of loading facilities
 - the date of the plan
- Certificate of Title (if owner does not match Assessment Roll)
- Elevation Plans
- Floor Plans
- For Heritage Management Areas: Annotations as per s. 4.3.4 of ZBL #2018-19
- For signage: scaled coloured renderings/drawings of the proposed sign and inclusion of sign location on elevations
- Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

ZONING: _____ **DATE COMPLETE APPLICATION RECEIVED:** _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

APPLICATION REJECTED

APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ **SIGNATURE:** _____



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INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM. THESE GUIDELINES ARE FOR REFERENCE ONLY. IN THE EVENT OF A DISCREPANCY WITH THE ZONING BYLAW, THE ZONING BYLAW PREVAILS.

1. All variance appeals shall be undertaken in accordance with PART 7, DIVISION 5, of the Yukon Municipal Act.
2. A person may apply for a variance or exemption from the Zoning Bylaw to the Board of Variance if there are practical difficulties or unnecessary hardships in meeting the requirements of the Zoning Bylaw because of a property's exceptional narrowness, shortness, shape, topographic features, or any other unusual condition.
3. All variances shall be limited to parcel boundaries.
4. A variance shall not be approved if:
 - a. the unusual condition is the result of the applicant's or the property owner's action
 - b. the adjustment requested would constitute a special privilege inconsistent with the restrictions on the neighbouring properties in the same district
 - c. the variance or exemption would be contrary to the purposes and intent of the OCP or this bylaw
 - d. the variance or exemption would injuriously affect the neighbouring properties
 - e. the variance or exemption would allow a change to a use that is not similar to a permissible use in the area
5. Within 30 days of receipt of an application, the Board of Variance shall approve, refuse, or approve with conditions an application that in the board's opinion meets the four tests and preserve the purposes and intent of the "Dawson City Heritage Management Plan".
6. Within five working days after granting a variance, a development officer shall send a notice to adjacent landowners, who may be identified in the City tax assessment roll, advising them of the variance and the right of appeal.
7. For the purposes of this bylaw, adjacent landowners are those who are owners of land that is contiguous to a site, including land that would be contiguous if not for a public roadway, river, stream, pipeline, power line, or railway.
8. A decision of the Board of Variance may be appealed in accordance with section 308 of the Yukon Municipal Act.
9. If the Board of Variance is served with notice of an appeal of its decision, such notice shall suspend the permit.
10. A decision by Council on a variance appeal is final and binding.