



REQUEST FORM
MINOR VARIANCE

1. IDENTIFICATION OF THE PROPERTY OWNER/OWNERS

All the owners must sign the request or give a proxy of authorization to the applicant.

Last name	First Name	
Address		Postal code
Telephone number:		
If you have owned the building and/or land for less than six (6) months, please furnish a copy of your notarized deed of sale that has been registered with the Registry office.		
Publication date	Registration number	

2. APPLICANT

Obtain a proxy if the applicant is not the owner of the building (If same as section 1, please place a check mark in

Owner

Last Name	First Name	
Address		Postal Code
Telephone number:		

3. LOCATION OF THE WORK

Address	
In the case of a vacant lot please complete the section below	
Lot number	Street

4. MAIN PLAN DESIGNER

Last name	First name	
Address		Postal Code
Telephone number		

5. EXECUTING CONSTRUCTION WORK (IF NECESSARY)

(If same as Section 1, please check the box below)

Owner

Business name	Name of the responsible of the construction site	
Address	City/Town	Postal Code
Telephone number	RBQ license (mandatory)	

6.DOCUMENTS REQUIRED

The request must be accompanied by the following documents and information:

Verification list - Be certain to submit all the documents listed below by checking each one:

- A proof that the land on which must be erected the construction is the property of the applicant, if the applicant has obtained this land in a delay of less than one (1) year.
- A proxy signed by the owner allowing the applicant to complete a request in his name.
- The request form is duly completed and signed.
- The setbacks for a building already built submit a certificate of location prepared and signed by a Land Surveyor.
- The setbacks for a projected building: submit a certificate of localization prepared and signed by a Land Surveyor.
- Give the details of all existing or projected variances.
- Form for the signature of neighboring owners adjacent to the building subject to the minor variance request
- Payment for the request (\$ 700.00).

7. FEES

The cost for a minor variance is \$ 700.00 and must be paid when depositing the request.

8. SIGNATURE OF THE OWNER / APPLICANT

Signature of the owner	Dated
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Administration use only	
Role number: _____ - _____ - _____	Minor Variance number: _____
Required documents	
Cost: Studying and analysis by the CCU members and Municipal Council (\$ 700.00) paid on: _____	
CCU recommendation	resolution number: _____
Municipal Council Decision	resolution number: _____
Decision:	
<input type="checkbox"/> Accepted <input type="checkbox"/> Refused	



2940, route 327, Harrington (QC) J8G 2T1
 Telephone: 819-687-2122 / Fax 819-687-8610
 Web site: www.harrington.ca



**FORM
SIGNATURE OF NEIGHBORING OWNERS ADJACENT TO THE BUILDING SUBJECT TO THE MINOR VARIANCE
REQUEST**

IDENTIFICATION OF THE APPLICANT(S) OF THE MINOR VARIANCE REQUEST		
Name of the applicant	First name	
Address	City	Postal Code
Telephone	Cellular number	
Name of the applicant	First name	
Adress	City	Postal Code
Telephone	Cellular number	
Email address:		
Obtain a proxy if the applicant is not the owner of the immoveable. If you have owned the building and/or land for less than six (6) months, please furnish a copy of your notarized deed of sale that has been registered with the Registry Office..		
Publication date	Registration number	

PURPOSE OF THE MINOR VARIANCE

ADJACENT PROPERTY LOCTED TO THE <u>NORTH</u> OF THE LAND COVERED BY THE APPLICATION	
Lot number::	Address
Name of the owner (s)	Name of the owner (s)
Signature	Signature
Date:	Date

By signing this document, you certify that you have read the subject of the minor variance request. This is in no way an authorization on your part. The request will be presented at a municipal council meeting where interested people will be able to express themselves and a public notice will be posted on the municipality's website 15 days before it.

ADJACENT PROPERTY LOCTED TO THE <u>SOUTH</u> OF THE LAND COVERED BY THE APPLICATION	
Lot number:	Address:
Name of the owner (s)	Name of the owner (s)
Signature:	Signature :
Date:	Date:

By signing this document, you certify that you have read the subject of the minor variance request. This is in no way an authorization on your part. The request will be presented at a municipal council meeting where interested people will be able to express themselves and a public notice will be posted on the municipality's website 15 days before it.

ADJACENT PROPERTY LOCATED TO THE <u>EAST</u> OF THE LAND COVERED BY THE APPLICATION	
Lot number:	Address:
Name of the owner (s)	Name of the owner (s)
Signature:	Signature:
Date:	Date:

By signing this document, you certify that you have read the subject of the minor variance request. This is in no way an authorization on your part. The request will be presented at a municipal council meeting where interested people will be able to express themselves and a public notice will be posted on the municipality's website 15 days before it.

ADJACENT PROPERTY LOCATED TO THE <u>WEST</u> OF THE LAND COVERED BY THE APPLICATION	
Lot number:	Address:
Name of the owner (s)	Name of the owner (s):
Signature:	Signature:
Date:	Date:

By signing this document, you certify that you have read the subject of the minor variance request. This is in no way an authorization on your part. The request will be presented at a municipal council meeting where interested people will be able to express themselves and a public notice will be posted on the municipality's website 15 days before it.

Signature of the Applicant (s)	Date:
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NOTE The municipality of the Township of Harrington does not guarantee that this form is up to date at all times and assumes no responsibility for any differences that may exist between the official text and the text appearing on the electronic version of the form.



2811, route 327, Harrington (QC) J8G 2T1
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