

GENERAL INFORMATION
FOR
MEMBERS OF A COMMITTEE OF ADJUSTMENT

Introduction

1. The Committee of Adjustment was established by Council, to consider and resolve application for a Minor Variance, from the provision of the municipality's Zoning By-Law.

Composition of Committee

2. The Committee is comprised of five (5) members of which one (1), is appointed from Council.

Recruitment

3. At this time the Council of the Corporation of the Town of Cochrane is seeking three (3) individuals, to sit on the Committee of Adjustment.

Those applying must submit a letter of introduction and attach thereto curriculum vitae along with a list of personal references. All applications must be marked "***Application for the Cochrane Committee of Adjustment***".

Powers of the Committee

General

4. The Committee of Adjustment, upon the application of the owner of any land, building or structure affected by any Zoning By-Law, or a predecessor of such sections, or any person authorized in writing by the owner, may, despite any other Act, authorize such minor variance from the provisions of the by-law in respect of the land, building or structure or the use thereof, as in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the Committee the general intent and purpose of the by-law and the official plan, if any, are maintained.

Special

5. In addition to the above, the Committee, upon any such application,
 - a) where any land, building or structure, on the day the by-law was passed, was used for a purpose prohibited by the by-law, may permit,

- i) the enlargement or extension of the building or structure, if the use that was made of the building or structure on the day the by-law was passed, or a use permitted under (ii) below continued until the date of the application to the committee, but no permission may be given to enlarge or extend the building or structure beyond the limits of the land owned and used in connection therewith on the day the by-law was passed, or
 - ii) the use of such land, building or structure for a purpose that, in the opinion of the committee, is similar to the purpose for which it was used on the day the by-law was passed or is more compatible with the uses permitted by the by-law than the purpose for which it was used on the day the by-law was passed, if the use for a purpose prohibited by the by-law or another use for a purpose previously permitted by the committee continued until the date of the application to the committee, or
- b) where the uses of land, buildings or structures permitted in the by-law are defined in general terms, may permit the use of any land, building or structure for any purpose that, in the opinion of the committee, conforms with the uses permitted in the by-law.

Meetings

6. The Committee holds its Hearing and meetings upon receipt of an application for a Minor Variance, submitted to the Committee. All meetings are held in the Council Chambers at the Town Hall, 171 Fourth Avenue, normally on Thursday, at 12:00 noon local time.

Selection Criteria for Board Members

7. Among the skills required by board member are: good communications skills, written and verbal, experience in policy making and budgeting, familiar with strategic planning, dispute resolution, and volunteer service to the community.
8. Candidates may undergo an interview conducted by a panel to determine their understanding of the role of the Committee of Adjustment.

If you require any additional information, please contact Pierre Demers, CAO, Town of Cochrane at 272-4361.