



COMMITTEE OF ADJUSTMENT

TERMS OF REFERENCE

1. PURPOSE

The Committee of Adjustment is a statutory Tribunal with authority delegated to it by Township of Mapleton Council as authorized by the *Planning Act R.S.O. c. P.13, s.44 (1)*.

Mapleton By-law 2020-035 establishes rules governing the calling, place, proceedings, and providing Public Notice of Meetings of the Committee of Adjustment (COI).

The Committee will hold Public Hearings to make decisions on applications submitted to the Township's Planning and Development Department.

The Committee operates independently from Council, and its decisions may be appealed to the Ontario Land Tribunal.

2. MANDATE

The Committee will be responsible for considering applications for:

- Minor Variances from provisions of the Zoning By-law
- Extensions, enlargements, or variations of existing legal non-conforming uses under the Zoning By-law
- Whether a particular use conforms with the provisions of the Zoning By-law.

The COI also functions as a Property Standards Committee, a quasi-judicial body that hears appeals from property occupants who have received a By-law Enforcement Order.

The COI also functions as Fence-Viewers under the Line Fences Act, R.S.O. 1990.

MEETINGS

Committee Meetings shall be held on the Wednesday following the second Tuesday of each month at 4:00 p.m. in the Council Chamber. When directed by the Clerk, Meetings may be held on additional or alternative dates, and / or by way of the Zoom platform.

3. TERM OF OFFICE

The Term of Office shall be for four (4) years. The date of appointment coincides with the Municipal Council term. Members hold office until their successors are appointed and are eligible for reappointment.