



**Town of Caledon**  
**Application to Establish Legal Non-Conforming Use**

Note to Reader: A legal non-conforming use is a use which was legally established under the Zoning By-law in effect at the time the use commenced but is not currently a permitted use for the zone in which it is currently located. The legally established use must have continued uninterrupted and be in operation today. It is highly recommended that an applicant consult with the Town of Caledon Planning and Development Department prior to submission of an application in order to confirm the zoning on the subject property.

**1. Applicant Information**

(The Agent Authorization must be completed for any applicant other than the registered owner.)

Applicant Name: \_\_\_\_\_ (printed)

Address \_\_\_\_\_ email \_\_\_\_\_

Tel # \_\_\_\_\_ Fax # \_\_\_\_\_

**2. Owner Information**

Owner Name: \_\_\_\_\_ (printed)

Same Information as Applicant

Address \_\_\_\_\_ email \_\_\_\_\_

Tel # \_\_\_\_\_ Fax # \_\_\_\_\_

**3. Property Information**

Legal Description \_\_\_\_\_ Tax Roll No. \_\_\_\_\_

Property Size: \_\_\_\_\_  hectares  acres

Municipal Address \_\_\_\_\_

**4. Existing Uses and Structures**

Existing Uses on Property: \_\_\_\_\_ Length of time use in existence \_\_\_\_\_

Detailed Proposal	Description of	Existing Structures		
		Ground Floor Area (footprint)	Height	Total Floor Area (all floors)
Existing Dwelling or Main Building:				
Existing Deck(s)				
Existing Accessory Building(s):				
Open Storage Area:				n/a

**5. Accompanying Documents (please check and attach all that apply)**

- |  |   |
|--|---|
| Explanatory Covering Letter: <input type="checkbox"/>            | Owner Affidavit Confirming Use: <input type="checkbox"/>  |
| Neighbours Affidavit(s) Confirming Use: <input type="checkbox"/> | Dated Photographs: <input type="checkbox"/>               |
| Property Survey: <input type="checkbox"/>                        | Dated Aerial Photos: <input type="checkbox"/>             |
| Property Deed: <input type="checkbox"/>                          | Business Registration Documents: <input type="checkbox"/> |
| Tax Records: <input type="checkbox"/>                            | Other (please specify): <input type="checkbox"/>          |
| Fee: <input type="checkbox"/>                                    | _____   |



Additional Information: (Please include any other information relevant to this application.)

**5. Applicant Signature**

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I, \_\_\_\_\_, hereby declare that the statements herein are to the best of my knowledge a true and complete representation of the purpose and intent of this application:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**6. Owner's Authorization**

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I, \_\_\_\_\_, owner of the subject lands, hereby authorize \_\_\_\_\_ to act as agent(s) for the purpose of all matters with respect to processing this application.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Received by: \_\_\_\_\_

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**Note to Staff:** All applicable information fields on this application must be completed prior to acceptance of submission.

\_\_\_\_\_  
(Staff member receiving application)

\_\_\_\_\_  
(Date)

**Fee Enclosed:** \$800  **All Application Fees are non-refundable**

*Opinions provided through this application process are based on the information provided to Staff at the time of receipt. The Town of Caledon reserves the right to update or amend their opinion based on receipt of additional information.*