



100 John West Way
Aurora, Ontario
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Town of Aurora
Committee of Adjustment
Terms of Reference

Purpose

The Committee considers the merits of applications for land severances and minor variances to land, buildings or structures, in accordance with the *Planning Act*.

Membership

The Committee shall be comprised of five (5) Members of the public. Members will be appointed for a two-year term.

Term

The 2025-2027 Term of Council. Members will remain in office until a new Committee has been appointed by Council

Remuneration

Chair - \$125.00 per meeting

Members - \$120.00 per meeting.

Duties and Functions

The Committee shall:

Some of the items to be reviewed by the Committee include:

- Meet in a public forum to hear applications for severances and minor variances;
- Listen to presentations by the applicant, Town Staff and any other interested parties;
- Receive written submissions and Staff reports;
- Render a decision on applications that are placed before the Committee, including imposing any conditions of approval that it deems desirable.

Reporting

Not applicable.

Meeting Time and Location

The Committee meets on the second Thursday of each month at 7 p.m.

Staff Support

The Planning and Development Services Department provides technical and administration support services to the Committee.