



King Township
2585 King Road
King City, Ontario
Canada L7B 1A1

Phone: 905.833.5321
Fax: 905.833.2300
Website: www.king.ca

MINOR VARIANCE: PRE- CONSULTATION FORM

Pre-Consultation Process:

A Pre-Consultation meeting is strongly recommended prior to the submission of a formal Minor Variance application. This meeting allows for staff to review their comments with you prior to hearing. Post meeting a Pre-Con Letter will be issued confirming discussions and listing out any further steps required.

1.	SUBJECT PROPERTY (full address including postal code):	
2.	OWNER(S) INFO:	
	Registered Owner #1	
	First Name:	
	Last Name:	
	Phone Number:	
	Email:	
	Registered Owner #2	
	First Name:	
	Last Name:	
	Phone Number:	
	Email:	
	MAILING ADDRESS (IF DIFFERENT FROM PROPERTY ADDRESS LISTED ABOVE):	
	3.	AUTHORIZED AGENT INFO (List only ONE agent):
First Name:		
Last Name:		
Company:		
Phone Number:		
	Email:	



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	MAILING ADDRESS (IF DIFFERENT FROM PROPERTY ADDRESS LISTED ABOVE):
4.	EXPLAIN YOUR PROPOSAL IN DETAIL (Clearly indicate what elements of your proposal are EXISTING and what elements are PROPOSED. Be sure Plans submitted for review clearly show your proposal). <i>Do not list your variances, as staff will be confirming those post consultation.</i>
5.	HAVE YOU RECEIVED AN ORDER TO COMPLY? (If YES, please indicate the date on which an order was last received)
6.	OWNER AUTHORIZATION All registered owners must provide sign off and acknowledgement of this application; in doing so they are authorizing the agent listed above to provide communication and direction on behalf of the owner(s). Please download the Owner/Agent Authorization Form available at: https://www.king.ca/sites/default/files/2025-06/Owner%20Agent%20Authorization%20Form.pdf