



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 727-3123  
aurora.ca

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 2022-2026 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.