

# Delegation Request Form

This form must be completed and submitted to the Clerk of the Town of Essex by all persons wishing to address Council at a scheduled meeting of Council. Delegation requests must be submitted by 2:00 p.m. on the Tuesday prior to the scheduled meeting.

Any person who wishes to appear before Council as a Delegation on a matter that relates specifically to a matter contained in the Regular Council Meeting Agenda shall submit a Delegation Request Form no later than 4:30 PM on the Friday immediately preceding the date of the Regular Council Meeting. The Clerk shall have the sole authority to determine if the subject matter does in fact relate specifically to a matter contained in the Regular Council Meeting Agenda for purposes of allowing or denying the Delegation and the Clerk will introduce such Delegation Request Form(s) at the time of adopting the Published Agenda.

Presentations to Council are limited to 5 minutes per person to a maximum of 10 minutes for a group of two persons or more.

Personal information that you provide on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request. Please note that this form, if approved, will appear in the published Council Agenda and may be included in the Council Meeting minutes, both of which become part of the public record and are posted on our municipal website.

**Name \***

Sebastian Schmoranz

**Date of Request \***

3/11/2022



**Are you representing a group? \***

Yes

No

**Name of Group (if applicable)**

**Provide details on the issue(s) you wish to present to Council and any actions you will be asking Council to take. \***

We are requesting a demolition permit to be approved by Council. A Heritage Committee meeting was held on March 10, 2022 regarding the Harrow Antique Store located at 15-17 King Street in Harrow. The Committee unanimously approved the demolition permit request with conditions. We are asking Council to receive the report of the Committee and approve its recommendations. If possible, we would like Council to consider shortening the time to issue the demolition permit from 60 to 45 days, such that the project has a better chance of being completed prior to the next winter. I will be submitting a full presentation to the Clerk providing an overview of the history of the building, the nature of the project and all relevant construction drawings.

**Have you consulted with Town staff on this issue? \***

Yes

No

**If you've consulted with Town staff, please provide the names of staff members you've talked to and the details of those discussions.**

Rita Jabbour, Kevin Carter and the Essex Heritage Committee

**If this is a property matter, are you an owner?**

Yes

No

Not applicable

**Have you appeared before Council in the past regarding this issue? \***

Yes

No

If you've appeared before Council in the past on this issue, please tell us the year in which you appeared.

Will you have written or printed materials to distribute? If so, please submit 12 copies of printed materials to the Clerk before the meeting. \*

Yes

No

Will you be delivering an electronic presentation that requires access to a computer and software? If so, please submit your presentation on CD, DVD or flash drive by noon on the Friday before the Council meeting. \*

Yes

No

Please describe any special needs you may have for your presentation.

Your Address or Group Contact Address (full mailing address including postal code) \*

Sebastian Schmoranz  
[REDACTED]  
[REDACTED]

Your Phone Numbers

**Home**

Use format 519-  
776-7336

**Work**

[REDACTED]

**Cell**

[REDACTED]

**Email Address**

[REDACTED]

**Name and address of all representatives attending, including their positions \***

Sebastian Schmoranz

[REDACTED]

[REDACTED]

# Thank you!

Thank you for completing the Delegation Request Form.

The Clerk's Office will contact you in the near future to review your request.

**Robert Auger, LL.B.**

**Manager of Legislative Services and Clerk**

**Town of Essex**

**33 Talbot Street South, Essex, Ontario N8M 1A8**

**519-776-7336, extension 1132**