



Committee of Adjustment Application for Minor Variance

Introduction – Minor Variance

An asterisk (*) indicates a response is required

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Pre-consultation with Zoning and Planning Services staff

Was a Preliminary Zoning Review submitted for this proposal? (Residential properties only) *

☐ Yes

☒ No

Was Planning Services staff consulted? *

☒ Yes

☐ No

It is **highly recommended** that a [Preliminary Zoning Review](#) and pre-consultation with Planning Services staff be completed prior to submitting your application to the Committee of Adjustment. Failure to do so may result in your application being deferred, refused or deemed incomplete.

[Preliminary Zoning Review form](#)

If you would like to schedule a pre-consultation with Planning staff, please email planning@guelph.ca before submitting this form.

I understand that a Preliminary Zoning Review and pre-consultation with Planning Services staff is highly recommended *

☒ I agree

Committee of Adjustment fee(s)

Following the submission of this online form, Committee of Adjustment staff will contact you to complete the required fee payment and that until such time that the fee is received, the application will not be complete and will not be processed. For the application fee related to the Committee of Adjustment, please visit the [Committee of Adjustment fees](#) page.

I understand that following the submission of this online form, Committee of Adjustment staff will contact me to complete the required fee payment *

☒ I agree

Municipal Freedom of Information

In submitting this development application and supporting document, the owner/authorized agent, hereby acknowledge the City of Guelph will provide public access to all development applications and supporting documentation, and provide their consent, that personal information, as defined by Section 2 of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA. Information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be part of the public record and will also be available to the general public. Therefore, information on this application and any supporting documentation provided by the owner/authorized agent, consultants and solicitors, will be **posted online** and available to the general public.

Questions regarding the collection, use, and disclosure of this information may be directed to the Information and Access Coordinator at privacy@guelph.ca or 519-822-1260 extension 2349.

I understand and provide my consent, that personal information, as defined by Section 2 of the MFIPPA is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA. *

☒ I agree

Permission to enter the site

The owner or authorized agent hereby authorizes the Committee of Adjustment members and City of Guelph staff to enter onto the above-noted property for the limited purposes of evaluating the merits of this application. *

☒ I agree

Posting of Advisory Sign

I understand that each sign must be posted at least ten (10) days before the scheduled hearing of this application and be replaced, if necessary, until the day following the hearing.*

☒ I agree

Need help? Call us at 519-822-1260 extension 2524 or [email us](#).



Committee of Adjustment Application for Minor Variance

Contact information

An asterisk (*) indicates a response is required

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Registered owner

If there is more than one owner, please include all registered owner(s) as listed on Transfer/Deed of Land.

Name *

RUSSTIX
VENTURES
CORPORATION
c/o FORWAY
HOLDINGS
LIMITED

Phone *

(519) 821-2763

Extension

5198212763

Email *

taylor.mcdaniel@m
e.com

Mailing address

Unit

201

Street address *

101 St. Andrew
Street West

City *

Fergus

Postal code *

N1M 2W7

Is there an authorized agent? *

☒ Yes

☐ No

Agent information

Organization/company name

Van Harten
Surveying Inc.

Name *

Jeff Buisman

Phone *

(519) 821-2763

Email

jeff.buisman@vanh
arten.com

Is the agent mailing address the same as the one for the registered owner? *

☒ Yes

☐ No

Agent mailing address

Street address *

423 Woolwich
Street

City *

Guelph

Province *

Ontario

Postal code *

N1H 3X3

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Committee of Adjustment Application for Minor Variance

Property information

An asterisk (*) indicates a response is required

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Property address

Street number *

15

Street *

Stevenson Street No

City * ?

Guelph

Province *

Ontario

Postal code

N1E 5A3

Legal Description of the property

The legal description is the registered plan and lot number(s)

Legal description of the property *

Part of Lot 38, Plan 230, Part 4-7, 61R-21436 (PIN 71332-0212)

[Official Plan Designation – Schedule: Land Use \(PDF\)](#)

Official Plan Designation – Land Use *

Low Density Residential

[Current Zoning Designation – Interactive Map](#)

Current zoning designation *

Residential R.1B-51

Date property was purchased *

5/7/2021



Is a building or structure proposed? *



Yes



No

Is this a vacant lot? *



Yes



No

Is this a corner lot? *



Yes



No

Length of time existing uses have continued *

1 year

Existing use of the subject property *

Residential

Proposed use of land *

Residential

Dimensions of the property

Please refer to survey plan or site plan

Frontage (metres) *

11.5

Area (metres squared) *

349

Depth (metres) *

29.6



Committee of Adjustment Application for Minor Variance

Application details

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Purpose of the application

Is the purpose of the application enlargement/extension of legal non-conforming use? *

☐ Yes

☒ No

Purpose of the application * ?

☐ new building

☐ building addition

☐ accessory structure

☐ accessory apartment

☐ fence height

☐ additional use

☒ variance(s) related to a consent application

☐ other

Please specify if this minor variance application relates to the severed or retained parcel *

☒ severed parcel

☐ retained parcel

Type of proposal (select all that apply) *

☒ Existing

☐ Proposed

Variance(s) required

Section of Zoning By-law *

Section 4.13.2.1

Proposed *

5.7m

Required *

6.0m

Why is it not possible to comply with the Zoning By-law?

Please describe the reasons why the variance(s) are needed * ?

A severance is being applied for to create a new lot for residential purposes and the minor variance is required as the dwelling was built slightly closer to the front yard setback than is required in the Zoning By-law and therefore the parking setback cannot be met. Please see the covering letter for more details.

Other development applications that relate to this minor variance. Has the subject land ever been the subject of:

☐ Official Plan Amendment

☐ Zoning By-law Amendment

☐ Plan of Subdivision

☐ Site Plan

☐ Building Permit

☒ Consent

☐ Previous Minor Variance Application

Consent reference/application number * ?

B-9/18 & B-10/18

Has the property been subject of a site-specific by-law amendment (rezoning) within the last two years? *

☐ Yes

☒ No

Need help? Call us at 519-822-1260 extension 2524 or [email us](#).



Committee of Adjustment Application for Minor Variance

Building information

An asterisk (*) indicates a response is required

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Existing buildings and structures

Are there any buildings or structures on the subject property? *

☒ Yes

☐ No

Main building (dwelling and building)

Gross floor area of main building (square metres) *

142

Number of stories of main building *

2

Height of the main building (metres) *

1

Width of the main building (metres) *

8.4

Length of the main building (metres) *

17.1

Additional existing buildings

Are there any additional buildings or structures on the subject property? *

☐ Yes

☒ No

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Committee of Adjustment Application for Minor Variance

Building information (continued)

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Proposed buildings and structures

Are there any buildings or structures proposed to be constructed on the subject property? *

☐ Yes

☒ No

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Committee of Adjustment Application for Minor Variance

Setbacks, access and services

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Setbacks for all Buildings and Structures

A setback is the distance from a property line to the nearest wall/structure/building.

Existing

Front setback (metres) *

5.7

Rear setback (metres) *

7.1

Left setback (metres) *

1.94

Right setback (metres) *

1.23

Type of Access to the Subject Lands

Type of Access to the Subject Lands (check all that apply) *

☐ Provincial highway

☒ Municipal road

☐ Private road

☐ Water

☐ Other

Types of Municipal Services

Types of Municipal Service (check all that apply)



Water



Sanitary
sewer



Storm
sewer

Need help? Call us at 519-822-1260 extension 2524 or [email us](#).



Committee of Adjustment Application for Minor Variance

Summary and review

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Sworn Declaration

I solemnly declare that all of the above statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Name *

Jeff Buisman

Date *

5/20/2021



Street address *

423 Woolwich
Street

City *

Guelph

Province *

Ontario

Appointment and Authorization

I have been authorized by the registered property owner(s) as the agent for the purpose of submitting an application(s) to the Committee of Adjustment and I am acting on behalf of the owner(s) in relation to this application.

Name *

Jeff Buisman

Date *

5/20/2021



Additional fees

Committee of Adjustment

For the application fee related to the Committee of Adjustment, please visit the [Committee of Adjustment fees](#) page.

Conservation Authority - GRCA

Should the lands be within an area of interest to the [Grand River Conservation Authority](#) (GRCA), a further fee may be required for GRCA comments.

Legal and Realty Services

Any municipal agreement required as a condition of minor variance approval will be subject to a fee of \$412.00 plus HST and applicable search and registration costs.

Building Services

For fees related to permits issued by Building Services, please visit [Building Services fee webpage](#)

Other Fees

For information on any other additional user fees, please visit the [2021 User Fee Guide](#)

I have read and understood the statements above the above. *

☒ I agree

What email address would you like us to contact you with? *

jeff.buisman@vanharten.com

Need help? Call us at 519-822-1260 extension 2524 or [email us](#).

Office use only

File number

A-37/21

Address

15 Stevenson Street North
Guelph, Ontario
N1E 5A3

Comments from staff

Application received: May 20, 2021