

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



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 *

Paul Harvey

Phone *

(416) 918-3932

Extension

Email *

pharvey@hotmail.c
a

Mailing address

Unit

Street address *

408 Willow Road

City *

Guelph

Postal code *

N1H 6S5

Name *

Karren Phair-
Harvey

Phone *

(416) 918-3932

Extension

Email *

karrenphair@gmail
.com

Mailing address

Unit

Street address *

408 Willow Road

City *

Guelph

Postal code *

N1H 6S5

Is there an authorized agent? *

☒ Yes

☐ No

Agent information

**Organization/company
name**

L. Alan Grinham
Architect Inc.

Name *

Lloyd A Grinham

Phone *

(519) 766-1580

Email

lloyd@grinham.ca

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

☐ Yes

☒ No

Agent mailing address

Street address *

15 Yarmouth Street

City *

Guelph

Province *

Ontario

Postal code *

N1H 4G2



Committee of Adjustment Application for Minor Variance

Property information

An asterisk (*) indicates a response is required

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Property address

Street number *

408

Street *

Willow Road

City * ?

Guelph

Province *

Ontario

Postal code

N1H 6S5

Legal Description of the property

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

Legal description of the property *

Block 'H' Registered Plan 615 City of Guelph County of Wellington

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

Official Plan Designation – Land Use *

Low Density Residential

[Current Zoning Designation – Interactive Map](#)

Current zoning designation *

R.4A

Date property was purchased *

8/1/2019



Is a building or structure proposed? *

☒ Yes

☐ No

Date of proposed construction *

11/15/2021



Is this a vacant lot? *

☐ Yes

☒ No

Is this a corner lot? *

☒ Yes

☐ No

Length of time existing uses have continued *

160 years

Existing use of the subject property *

Residential

Dimensions of the property

Please refer to survey plan or site plan

Frontage (metres) *

56.08

Area (metres squared) *

3472.9

Depth (metres) *

61.95



Committee of Adjustment Application for Minor Variance

Application details

An asterisk (*) indicates a response is required

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Purpose of the application

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

☒ Yes

☐ No

In addition to the application for extension/enlargement of a Legal Non-conforming Use, is a minor variance(s) required? *

☒ 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

Type of proposal (select all that apply) *

☐ Existing

☒ Proposed

Variance(s) required

[View the Zoning Bylaw](#)

Section or table of Zoning Bylaw *

4.5.1 Accessory Building occupying a Front Yard

Proposed *

Permission to occupy - similar to existing

Required *

Not Permitted

Section or table of Zoning Bylaw *

4.5.2.1 Height of Accessory Building in a Residential Zone not to exceed 3.6 m

Proposed *

4.5 m. height (per "Height" definitions)

Required *

3.6 m. max

Section or table of Zoning Bylaw *

4.13.2.2 Parking Space Location

Proposed *

Front Yard (within proposed garage)

Required *

Side or Rear Yard only

Why is it not possible to comply with the Zoning Bylaw?

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

Intent is to replace existing one-car garage with new two-car garage in same location as existing;
Existing garage is located 3.70 m from Willow Road (front) street line;
Driveway access to existing garage is from Willow Road to Front Yard location of existing garage;
Driveway access proposed to be maintained as existing at this time.
Requested relief is therefore to permit new garage construction (front / street facing wall of garage) in same location as current garage w.r.t. Front Yard Setback to utilize existing Willow Road access to driveway and garage; and to maintain maximum separation / landscape space from existing stone house on the property.

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

- | | |
|--|---|
| <input type="checkbox"/> Official Plan Amendment | <input type="checkbox"/> Zoning Bylaw Amendment |
| <input type="checkbox"/> Plan of Subdivision | <input type="checkbox"/> Site Plan |
| <input type="checkbox"/> Building Permit | <input type="checkbox"/> Consent |
| <input type="checkbox"/> Previous Minor Variance Application | |

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

- ☐ Yes
- ☒ No



Committee of Adjustment Application for Minor Variance

Building information

An asterisk (*) indicates a response is required

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Existing buildings and structures

Main building (dwelling and building)

Gross floor area of main building (square metres) *

295.16

Number of stories of main building *

2

Height of the main building (metres) *

7.2

Width of the main building (metres) *

14.6

Length of the main building (metres) *

16.45

Additional existing buildings

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

☒ Yes

☐ No

Select the buildings or structures that are on the subject property?
(check all that apply) *

- ☒ Accessory structure
- ☐ Deck
- ☐ Porch
- ☐ Other

Accessory structure

Gross floor area of accessory structure
(square metres) *

25.8

Number of stories of accessory structure *

1

Height of accessory
structure (metres) *

2.9

Width of accessory
structure (metres) *

4.23

Length of accessory
structure (metres) *

6.1



Committee of Adjustment Application for Minor Variance

Building information (continued)

An asterisk (*) indicates a response is required

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Proposed buildings and structures

Add a proposed building or structure (check all that apply) *

- | | |
|---|--|
| <input checked="" type="checkbox"/> Accessory structure | <input type="checkbox"/> Building addition |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Porch |
| <input type="checkbox"/> Other | |

Proposed accessory structure

Gross floor area of proposed accessory structure (square metres) *

53.5

Number of stories of the proposed accessory structure *

1

Height of proposed accessory structure (metres) *

4.5

Width of proposed accessory structure (metres) *

7.37

Length of proposed accessory structure (metres) *

7.37



Committee of Adjustment Application for Minor Variance

Setbacks, access and services

An asterisk (*) indicates a response is required

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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) ***

3.70

**Rear setback
(metres) ***

52.63

**Exterior setback
(metres) ***

26.79

**Interior setback
(metres) ***

22.72

Proposed

**Front setback
(metres) ***

3.70

**Rear setback
(metres) ***

49.42

**Exterior setback
(metres) ***

25.57

**Interior setback
(metres) ***

22.70

Type of Access to the Subject Lands

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

- | | |
|---|--|
| <input type="checkbox"/> Provincial highway | <input checked="" type="checkbox"/> Municipal road |
| <input type="checkbox"/> Private road | <input type="checkbox"/> Water |
| <input type="checkbox"/> Other | |

Types of Municipal Services

Types of Municipal Service (check all that apply)

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Water | <input checked="" type="checkbox"/> Sanitary
sewer | <input checked="" type="checkbox"/> Storm
sewer |
|---|---|--|



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 *

Lloyd A. Grinham

Date *

9/24/2021



Street address *

15 Yarmouth 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 *

Lloyd A. Grinham

Date *

9/24/2021



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? *

lloyd@grinham.ca

Office use only

File number

A-48/21

Address

408 Willow Road
Guelph, Ontario
N1H 6S5

Comments from staff

Application received: September 10, 2021