

# 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](mailto: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)

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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

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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](mailto: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

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**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

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**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

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**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

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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 \***

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**

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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

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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](#)

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## 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

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## 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

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## 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

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

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**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

### 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

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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

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# Committee of Adjustment Application for Minor Variance

## Building information (continued)

An asterisk (\*) indicates a response is required

### Proposed buildings and structures

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

- Accessory structure
- Building addition
- Deck
- Porch
- Other

### Proposed accessory structure

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

Number of stories of the proposed accessory structure \*

Height of proposed accessory structure (metres) \*

Width of proposed accessory structure (metres) \*

Length of proposed accessory structure (metres) \*



# Committee of Adjustment Application for Minor Variance

## Setbacks, access and services

An asterisk (\*) indicates a response is required

### 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) \***

**Rear setback (metres) \***

**Exterior setback (metres) \***

**Interior setback (metres) \***

#### Proposed

**Front setback (metres) \***

**Rear setback (metres) \***

**Exterior setback (metres) \***

**Interior setback (metres) \***

## Type of Access to the Subject Lands

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

- Provincial highway
- Municipal road
- Private road
- Water
- Other

## Types of Municipal Services

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### Types of Municipal Service (check all that apply)

- Water
- Sanitary sewer
- 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



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## Additional fees

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### 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](#)

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**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**