

# Committee of Adjustment Application for Minor Variance

## Introduction – Minor Variance

An asterisk (\*) indicates a response is required

Page 2 of 10

## 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

## Registered owner

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

Name *	Phone *	Extension	Email *
Industrial Equities Guelph Corporation	(416) 306-8351		mark.cowie@cowi ecapital.com

## Mailing address

Unit	Street address *	City *	Postal code *
3930	161 Bay Street	Toronto	M5J 2S1

## Is there an authorized agent? \*

- Yes
- No

## Agent information

**Organization/company name**

Astrid J. Clos  
Planning  
Consultants

**Name \***

Astrid Clos, MCIP,  
RPP

**Phone \***

(519) 836-7526

**Email**

astrid.clos@ajcplanning.ca

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

Yes

No

**Agent mailing address**

**Street address \***

423 Woolwich  
Street, Suite 201

**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

Page 4 of 10

### Property address

**Street number \***

264

**Street \***

Crawley Road

**City \* ?**

Guelph

**Province \***

Ontario

**Postal code**

N1N 1N1

### Legal Description of the property

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

**Legal description of the property \***

Part 2 of Reference Plan 61R-10808, Part of Lot 13, Concession 7  
(Geographic Township of Puslinch) City of Guelph

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

**Official Plan Designation – Land Use \***

Industrial

[Current Zoning Designation – Interactive Map](#)

**Current zoning designation \***

B.1

**Date property was purchased \***

1/1/2005



**Is a building or structure proposed? \***

Yes

No

**Date of proposed construction \***

11/1/2021



**Is this a vacant lot? \***

Yes

No

**Is this a corner lot? \***

Yes

No

**Length of time existing uses have continued \***

unknown

**Existing use of the subject property \***

Other

**Existing use of the subject property - other \***

The current building is vacant and not being used. There are no municipal sanitary services available to the property. The previous private septic system failed and has been removed.

**Dimensions of the property**

Please refer to survey plan or site plan

**Frontage (metres) \***

42.6

**Area (metres squared) \***

1856

**Depth (metres) \***

43.5



# Committee of Adjustment Application for Minor Variance

## Application details

An asterisk (\*) indicates a response is required

Page 5 of 10

## 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

Type of proposal (select all that apply) \*

Existing

Proposed

## Variance(s) required

[View the Zoning Bylaw](#)

**Section or table of Zoning Bylaw \***

4.10, 7.1.1, 7.3.5.1, Table 7.3 Row 7

**Proposed \***

The requested minor variances include;

- The addition of office and medical office as permitted uses to a maximum of 372 m<sup>2</sup>. (section 7.1.1)
- Notwithstanding the parking provisions of Table 7.3 – Row 7 of the zoning by-law, a minimum of 13 parking spaces shall be required for a Medical Office with 2 practitioners.
- Notwithstanding section 7.3.5.1 of the zoning by-law, the minimum building size permitted shall be 370 m<sup>2</sup>.
- Notwithstanding section 4.10 of the zoning by-law the land, building and expansion shall be serviced by municipal water and private septic.

**Required \***

uses are not permitted, 14 parking spaces required for two practitioners, minimum building size required to be 464.5 square metres, private septic not permitted.

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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 \* ?**

The variances are required to ensure that an existing stone farmhouse can be preserved by allowing a use that can be accommodated in the existing building with an addition and lot while being compatible with the surrounding area. Please see the attached letter provided by Astrid J. Clos Planning Consultants on behalf of Industrial Equities Guelph Corporation.

**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 checked="" type="checkbox"/> Consent     |
| <input checked="" type="checkbox"/> Previous Minor Variance Application |   |

**Consent reference/application number \* ?**

B-3/08

**Previous Minor Variance Application reference/application number \***



A-15/06, A-6/08, A-7/08

**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) \***

**Number of stories of main building \***

**Height of the main building (metres) \***

**Width of the main building (metres) \***

**Length of the main building (metres) \***

### Additional existing buildings

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

Yes

No



# 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 building addition

**Gross floor area of proposed building addition (square metres) \***

90.3

**Number of stories of proposed building addition \***

1

**Height of building addition (metres) \***

5

**Width of building addition (metres) \***

10.4

**Length of building addition (metres) \***

8.6



# 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) \***

**Left setback (metres) \***

**Right setback (metres) \***

#### Proposed

**Front setback (metres) \***

**Rear setback (metres) \***

**Left setback (metres) \***

**Right setback (metres) \***

### 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

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

Water

Sanitary  
sewer

Storm  
sewer

**If not all of the above are available, please indicate how water, sewage disposal or storm drainage is provided, such as a well, septic system, ditch or swale: \***

Please see the Servicing Analysis Report prepared by IBI Group provided with this submission. A private septic system and municipal water are proposed.



# Committee of Adjustment Application for Minor Variance

## Summary and review

An asterisk (\*) indicates a response is required

### 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 \***

Astrid Clos, Astrid J. Clos Planning Consultants

**Date \***

9/24/2021



**Street address \***

423 Woolwich street, Suite 201

**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 \***

Astrid Clos, Astrid J. Clos Planning Consultants

**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? \***

astrid.clos@ajcplanning.ca

# Office use only

File number

**A-51/21**

## Address

264 Crawley Road  
Guelph, Ontario

Comments from staff

**Application received: September 15, 2021**