

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

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 and the fee refund policy, 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 *

Upbuilding! Non
Profit Homes
(Guelph) Inc.

Phone *

(519) 823-6600

Extension

Email *

howard.kennedy@
gmail.com

Mailing address

Unit

105

Street address *

60 Fife Road

City *

Guelph

Postal code *

N1H 6Y2

Is there an authorized agent? *

☒ Yes

☐ No

Agent information

Organization/company name

Tim Welch
Consulting Inc.

Name *

Rebecca McEvoy

Phone *

(519) 624-9271

Email

rmcevoy@twcinc.ca

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

☐ Yes

☒ No

Agent mailing address

Street address *

26 Colborne Street

City *

Cambridge

Province *

Ontario

Postal code *

N1R 1R2



Committee of Adjustment Application for Minor Variance

Property information

An asterisk (*) indicates a response is required

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Property address

Street number *

60

Street *

Fife Road

City * ?

Guelph

Province *

Ontario

Postal code

N1H 6Y2

Legal Description of the property

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

Legal description of the property *

PT LT C CON 2 DIVISION E GUELPH TOWNSHIP PTS 1 & 2, 61R558;
S/T RO662529; GUELPH

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

Official Plan Designation – Land Use *

Medium Density Residential

[Current Zoning Designation – Interactive Map](#)

Current zoning designation *

Section 5.3.3.1.4 - R3.A-4 - 50-60 Fife Rd

Date property was purchased *

11/28/1991



Is a building or structure proposed? *



Yes



No

Date of proposed construction *

10/9/2023



Is this a vacant lot? *



Yes



No

Is this a corner lot? *



Yes



No

Length of time existing uses have continued *

31 years

Existing use of the subject property *

Residential

Dimensions of the property

Please refer to survey plan or site plan

Frontage (metres) *

135

Area (metres squared) *

13729

Depth (metres) *

150



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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 *

5.3.3.1.4.1 and 5.3.3.1.4.2 Permitted Uses in Zone R.3A-4

Proposed *

Multiple Attached Dwellings,
Townhouses,
Apartment Building

Required *

Townhouses,
Apartment Building

Section or table of Zoning Bylaw *

5.3.3.1.4.2.3 Max. Number of Dwelling Units in R.3A-4 Zone

Proposed *

84

Required *

70

Section or table of Zoning Bylaw *

5.3.2.5.1 (5.3.2.5.2) R.3A Zone Min. Private Amenity Area (ground level)

Proposed *

10sq.m/unit

Required *

20sq.m/unit

Section or table of Zoning Bylaw *

4.13.4.3 Off Street Parking Residential Land Use Ratios (for existing units)

Proposed *

64

Required *

82

Section or table of Zoning Bylaw *

4.13.6 Visitor Parking

Proposed *

15% of calculated
total required
spaces

Required *

20% of calculated
total required
spaces

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

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

To increase the supply of affordable housing in Guelph and Wellington County, Upbuilding Non Profit Homes Inc. (UpBuilding) is proposing to develop 18 one-bedroom units as two (2) three-storey multiple attached dwellings on the eastern portion of its property. The six (6) at-grade units are fully accessible. The nature of the proposed development requires 5 variances from the City of Guelph's Committee of Adjustment. Tim Welch Consulting Inc. (TWC) is submitting this Minor Variance application on behalf of UpBuilding.

Variances sought:

1. 5.3.3.1.4.1 Type of Unit: variance to permit "Multiple Attached Dwellings"

The proposed unit layout does not meet the definition of apartment nor that of stacked townhouse. The site-specific R3.A-4 zoning will require a variance to add one additional permitted use and to have the multiple attached dwelling be subject to the R3 zone regulations as follows:

Section 5.3.3.1.4.1 Permitted Uses

- Townhouses
- Apartment Building
- Multiple Attached Dwelling

5.3.3.1.4.2 Regulations - All Townhouse dwellings, Multiple Attached Dwellings and accessory Buildings shall be developed in accordance with the provisions of Sections 4 and 5.3.2. Apartment dwellings and accessory Buildings shall be developed in accordance with the provisions of Sections 4 and 5.4.2.

2. 5.3.3.1.4.2.3 Variance identified increase maximum site density from 51 units per ha to 61 units per ha representing a change from 70 units on site to 84 units on site.

R.3A-4 zoning further specifies the maximum number of dwelling units permitted at 50-60 Fife Road to be 70. There are currently 70 units on the site representing a site density of 51 units per hectare (70 units / 1.37 ha = 51 units per ha).

The proposed building will contain 18 one-unit bedrooms and requires the demolition of an existing four-unit/ten-bedroom building. Following demolition and construction, there will be 84 units on the site representing a density of 61 units per hectare ($84 \text{ units} / 1.37 \text{ ha} = 61 \text{ units per ha}$).

While the building represents a net increase of 14 units above current zoning permissions, it will only result in eight bedrooms more than the current state, a nominal increase on the current number of residents housed on site. Additionally, the resulting site density of 61 units/ha is similar to R.3A zones elsewhere in Guelph.

3. 5.3.2.5.1 (5.3.2.5.2) Variance to reduce the required private amenity area requirement for units on the ground level from 20sq.m/unit to 10sq.m/unit, consistent with the requirement for units above grade.

Private balconies and patios for the new units are proposed. Due to site constraints, coupled with the intent to maximize accessibility and livable floor space, balconies/patios would be limited to 12sq.m in size.

4. 4.13.4.3 Variance for Off Street Parking – 82 spaces are required for the units in existing buildings on the site per the site-specific R3.A-4 zoning whereas 64 are proposed. See Parking Variances table on p. 2 of the Concept Design Package for the breakdown.

Current parking ratios for the existing units vary from 1sp/unit to 1.5sp/unit depending on the unit type. The existing spaces provided are not fully subscribed at the present time. The proponent is requesting a parking ratio reduction for the units in existing buildings to 0.96sp/unit, representing 64 spaces for 66 existing units (a mix of apartment and townhouse units). This is reflective of current use rates.

For the proposed multiple attached dwellings, a parking ratio of 1 sp/unit would be provided and no parking variance would be required for the new units.

No newly built parking is envisioned for the site. It is anticipated that any additional parking demand generated by the new units can be absorbed by existing parking provisions. One-bedroom units are typically less car dependent. The site is also served by Guelph Transit routes 9 and 17/18 that stop directly at the property which may further reduce the need for parking.

5. 4.13.6 Variance for visitor spaces – 20 spaces are required per Section 4.13.6 of the Zoning By-law whereas 13 spaces are proposed.

Propose a visitor parking ratio reduction from 20% of the calculated total required spaces to 15%.

If the off-street parking variance outline above be approved based on current vehicle ownership rates and public transit usage rates, 15% of 82 spaces would be 12.3 spaces. We propose to provide 13 spaces.

Peak visitor parking demand tends to be in the range of 0.1 to 0.25 spaces per unit in apartment units. For the proposed total of 84 residential units, peak visitor parking demand is likely to be in the range of 9 to 21 spaces. The existing 13 spaces meet visitor parking demand and according to the property manager, are typically not fully utilized. The subject site is also well-served by Guelph Transit.

There are currently 101 spaces existing on site, 19 of which are not currently in use and 6 of which are allocated for garbage cart storage as an existing condition. Of the 95 spaces currently used for parking, the proponent proposes that 64 of the existing spaces currently allocated for existing units remain so. The 18 existing parking spaces not currently allocated to residents would adequately meet the parking requirements for the 18 new 1-bedroom units. The 13 visitor parking spaces would remain visitor spaces with no additional spaces allocated for this purpose. The 6 unused spaces utilized as garbage cart storage as an existing condition would remain in use as a garbage cart storage area.

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 checked="" 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 | |

**Zoning Bylaw Amendment
reference/application number ***



R.3A-4



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) *

925

Number of stories of main building *

4

Height of the main building (metres) *

12

Width of the main building (metres) *

21

Length of the main building (metres) *

50

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

Other

Please specify

Type of structure *		Gross floor area of structure (square metres) *	
<div>Townhouse 1</div>		<div>573</div>	
Number of stories of structure *	Height of structure (metres) *	Width of structure (metres) *	Length of structure (metres) *
<div>2</div>	<div>7.5</div>	<div>29</div>	<div>41</div>

Type of structure *		Gross floor area of structure (square metres) *	
<div>Townhouse 2</div>		<div>579</div>	
Number of stories of structure *	Height of structure (metres) *	Width of structure (metres) *	Length of structure (metres) *
<div>2</div>	<div>7.5</div>	<div>18</div>	<div>52</div>

Type of structure *		Gross floor area of structure (square metres) *	
<div>Townhouse 3</div>		<div>682</div>	
Number of stories of structure *	Height of structure (metres) *	Width of structure (metres) *	Length of structure (metres) *
<div>2</div>	<div>7.5</div>	<div>29</div>	<div>52</div>



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

Proposed other structure

Please specify

Type of proposed structure *

Multiple Attached Dwelling (1)

Gross floor area of proposed structure
(square metres) *

990

Number of stories of
structure *

3

Height of structure
(metres) *

9.8

Width of structure
(metres) *

11.8

Length of structure
(metres) *

19.2

Type of proposed structure *

Multiple Attached Dwelling (1)

Gross floor area of proposed structure
(square metres) *

990

Number of stories of
structure *

3

Height of structure
(metres) *

9.8

Width of structure
(metres) *

11.8

Length of structure
(metres) *

19.2



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) *

6

Rear setback (metres) *

4.65

Left setback (metres) *

4.65

Right setback (metres) *

4.65

Proposed

Front setback (metres) *

6

Rear setback (metres) *

4.65

Left setback (metres) *

6

Right setback (metres) *

6

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

An asterisk (*) indicates a response is required

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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 *

Rebecca McEvoy

Date *

1/10/2023



Street address *

26 Colborne St

City *

Cambridge

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 *

Rebecca McEvoy

Date *

1/10/2023



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 \$428.00 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 [2023 User Fee Guide](#)

I have read and understood the statements above. *

☒ I agree

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

rmcevoy@twcinc.ca

Office use only

File number

A-6/23

Address

60 Fife Road
Guelph, Ontario
N1H 6Y2

Comments from staff

Received: January 10, 2023