

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 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



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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 *

Watir Holdings
Corp.

Phone *

(519) 658-3213

Extension

Email *

mike.watt@marann
homes.com

Mailing address

Unit

Street address *

City *

Postal code *

2009 Gordon
Street

Guelph

N1L1G7

Is there an authorized agent? *

☒ Yes

☐ No

Agent information

**Organization/company
name**

GSP Group

Name *

Charlotte Balluch

Phone *

(905) 441-4846

Email

cballuch@gspgrou
p.ca

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

☐ Yes

☒ No

Agent mailing address

Street address *

Suite 201 - 72
Victoria St S

City *

Kitchener

Province *

Ontario

Postal code *

N2G 4Y9



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 *

Ontario Street

City * ?

Guelph

Province *

Ontario

Postal code

N1E 3B1

Legal Description of the property

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

Legal description of the property *

Lot 59 Registered Plan 113, City of Guelph, County of Wellington

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

Official Plan Designation – Land Use *

Low Density Residential

[Zoning Designation under Zoning By-law \(1995\)-14864 – Interactive Map](#)

Current zoning designation under Zoning By-law (1995)-14864, as amended *

C.1-15

Zoning Designation under Zoning By-law (2023)-20790, as amended – Interactive Map

Current zoning designation under Zoning By-law (2023)-20790, as amended *

CC

Date property was purchased *

5/1/2021



Is a building or structure proposed? *

☒ Yes

☐ No

Date of proposed construction *

6/26/2023



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 *

Commercial

Dimensions of the property

Please refer to survey plan or site plan

Frontage (metres) *

31.8

Area (metres squared) *

332.4

Depth (metres) *

20.8



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

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 under Zoning By-law (1995)-14864, as amended

The City of Guelph recently approved a new Zoning By-law. This means that applicants will need to apply under both the current, and previous Zoning By-law while the transition occurs. Please ensure you are applying for variances under both Zoning By-law (1995)-14864, as amended and Zoning By-law (2023)-20790, as amended.

[View the Zoning Bylaw](#)

Are variance(s) from Zoning By-law (1995)-14864, as amended, required? *

☒ Yes

☐ No

Section or table of Zoning Bylaw (1995)-14864, as amended *

6.1.3.15.1

Proposed *

permit a licensed establishment with an outdoor patio

Required *

does not permit a licensed establishment

Section or table of Zoning Bylaw (1995)-14864, as amended *

4.6.1(i)

Proposed *

to permit an outdoor patio/accessory structure partially within the sight line triangle

Required *

On a corner lot in any zone, no building, structure shall be located within the sight line triangle

Section or table of Zoning Bylaw (1995)-14864, as amended *

4.17.1

Proposed *

100%

Required *

50%

Section or table of Zoning Bylaw (1995)-14864,
as amended *

Proposed *

Required *

4.17.2.2

1m

3m

Section or table of Zoning Bylaw (1995)-14864,
as amended *

Proposed *

Required *

4.17.2.6

to permit an
outdoor patio to be
outside the building
envelope

outdoor patios shall
be permitted within
the building
envelope of the
development on the
site

Section or table of Zoning Bylaw (1995)-14864,
as amended *

Proposed *

Required *

4.5.1

to permit an
accessory structure
in the front yard

an accessory
building or structure
may be located in a
yard other than a
front yard or
exterior side yard

Variance(s) required under Zoning By-law (2023)-20790, as
amended

[View the Zoning Bylaw](#)

Are variance(s) from Zoning By-law (2023)-20790, as amended, required? *

☒ Yes

☐ No

**Section or table of Zoning Bylaw (2023)-20790,
as amended ***

Table 8.1

Proposed *

to permit a
licensed
establishment with
an outdoor patio

Required *

does not permit a
licensed
establishment in
the CC Zone

**Section or table of Zoning Bylaw (2023)-20790,
as amended ***

4.6.1(i)

Proposed *

To permit an
outdoor
patio/accessory
structure partially
within the site line
triangle

Required *

On a corner lot, no
building or structure
shall be located
within the sight line
triangle

**Section or table of Zoning Bylaw (2023)-20790,
as amended ***

4.13.1

Proposed *

1m

Required *

3m

**Section or table of Zoning Bylaw (2023)-20790,
as amended ***

4.13.1 (f)

Proposed *

Outdoor patio to be
located outside the
required building
setbacks of the CC
zone

Required *

Outdoor patios
shall comply with
the building
setbacks of the
zone

**Section or table of Zoning Bylaw (2023)-20790,
as amended ***

4.5.1(b)

Proposed *

That an accessory
structure be
located in a front
yard or exterior
side yard

Required *

an accessory
structure may be
located in a yard
other than a front
yard or exterior
side yard

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

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

The variances are needed to facilitate the addition of an outdoor patio space as an extension of the existing uses within the building on site.

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

- | | |
|---|---|
| ☐ Official Plan Amendment | ☐ Zoning Bylaw Amendment |
| ☐ Plan of Subdivision | ☐ Site Plan |
| ☐ Building Permit | ☐ Consent |
| ☒ Previous Minor Variance Application | |

Previous Minor Variance Application reference/application number *



A-26/21



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) *

166.42

Number of stories of main building *

1

Height of the main building (metres) *

4

Width of the main building (metres) *

17.14

Length of the main building (metres) *

9.51

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

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Proposed buildings and structures

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

- | | |
|--|--|
| ☐ Accessory structure | ☐ Building addition |
| ☒ Deck | ☐ Porch |
| ☐ Other | |

Proposed deck

Gross floor area of proposed deck (square metres) *

41.6

Height of deck (metres) *

0.5

Width of deck (metres) *

7.2

Length of deck (metres) *

13.2



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) ***

1

**Rear setback
(metres) ***

1.2

**Exterior setback
(metres) ***

1

**Interior setback
(metres) ***

1.2

Proposed

**Front setback
(metres) ***

1

**Rear setback
(metres) ***

1.2

**Exterior setback
(metres) ***

1

**Interior setback
(metres) ***

1.2

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 |
|---|---|--|



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 *

Charlotte Balluch

Date *

5/9/2023



Street address *

72 Victoria St S
Suite 201

City *

Kitchener

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 *

Charlotte Balluch

Date *

5/9/2023



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? *

cballuch@gspgroup.ca

Office use only

File number

A-32/23

Address

60 Ontario Street
Guelph, Ontario
N1E 3B1

Comments from staff

Received May 9, 2023