

# 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 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

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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 \***

2371633 Ontario  
Inc. c/o Mr. Paresh  
Raja

**Phone \***

(905) 681-2344

**Extension**

**Email \***

praja@brockhotels.  
com

## Mailing address

**Unit**

**Street address \***

**City \***

**Postal code \***

1418 Ontario St

Burlington

L7S 1G4

**Is there an authorized agent? \***

☒ Yes

☐ No

## Agent information

**Organization/company name**

MHBC Planning  
Limited

**Name \***

Trevor Hawkins

**Phone \***

(519) 776-3650

**Email**

thawkins@mhbcpla  
n.com

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

☐ Yes

☒ No

**Agent mailing address**

**Street address \***

200-540  
Bingemans Centre  
Drive

**City \***

Kitchener

**Province \***

Ontario

**Postal code \***

N2B 3X9

**Organization/company name**

University of  
Guelph c/o Mr. Ed  
Townsley

**Name \***

Ed Townsley

**Phone \***

(519) 824-4120

**Email**

townsley@uoguelph.ca

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

☐ Yes

☒ No

**Agent mailing address**

**Street address \***

27 Trent Lane

**City \***

Guelph

**Province \***

Ontario

**Postal code \***

N1G 2W1



# Committee of Adjustment Application for Minor Variance

## Property information

An asterisk (\*) indicates a response is required

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### Property address

**Street number \***

785

**Street \***

Gordon Street

**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 \***

CON 7, PT LOT 1

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

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

Neighbourhood Commercial Centre

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

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

SC.1-11

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

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

NCC-2(PA)(H12)

**Date property was purchased \***

7/1/2013



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

☐ Yes

☒ No

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

☐ Yes

☒ No

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

☒ Yes

☐ No

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

1962

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

Commercial

**Dimensions of the property**

Please refer to survey plan or site plan

Frontage (metres) \*

67.06

Area (metres squared) \*

8441

Depth (metres) \*

118





# 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

**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 \*

6.4.3.1.11

Proposed \*

University residence as a permitted use

Required \*

University residence is not a permitted use

# 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 \*

18.10.2

Proposed \*

University residence as a permitted use

Required \*

Universoty residence is not a permitted use

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

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

Please refer to the cover letter for full details.

The variance facilitates the use of an existing building for a similar use, being student accommodations. Using the existing hotel as a student residence provides necessary housing for students and requires no exterior changes to the building. Very limited interior renovations are required to facilitate the conversion. A Record of Site Condition has been obtained for residential use.

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

- |  |  |
|--|--|
| <input checked="" 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 |  |

Official Plan Amendment reference/application number \*



OZS22-005

Zoning Bylaw Amendment reference/application number \*



OZS22-005



# 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) \***

2100

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

2

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

10

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

19

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

90

### Additional existing buildings

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

☐ Yes

☒ No



# Committee of Adjustment Application for Minor Variance

## Setbacks, access and services

An asterisk (\*) indicates a response is required

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### Existing

**Front setback  
(metres) \***

10

**Rear setback  
(metres) \***

17.8

**Exterior setback  
(metres) \***

4.1

**Interior setback  
(metres) \***

39.98

### 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 \***

Trevor Hawkins

**Date \***

5/26/2023



**Street address \***

200-540  
Bingemans Centre  
Drive

**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 \***

Trevor Hawkins

**Date \***

5/25/2023



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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 \$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](#)

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**I have read and understood the statements above. \***

☒ I agree

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

thawkins@mhbcplan.com



# Office use only

File number

**A-39/23**

## Address

785 Gordon Street  
Guelph, Ontario

Comments from staff

**Received May 23, 2023**