

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 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

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 * |
| <input type="text" value="COWIE CAPITAL PARTNERS INC."/> | <input type="text" value="(647) 454-1577"/> | <input type="text"/> | <input type="text" value="mmidgley@cowiecapital.com"/> |

Mailing address

| | | | |
|-----------------------------------|---|-------------------------------------|--------------------------------------|
| Unit | Street address * | City * | Postal code * |
| <input type="text" value="3930"/> | <input type="text" value="161 Bay Street"/> | <input type="text" value="Guelph"/> | <input type="text" value="M5J 2S1"/> |

Is there an authorized agent? *

Yes

No

Agent information

Organization/company name

ARMSTRONG
PLANNING &
PROJECT
MANAGEMENT

Name *

Amanda Kosloski

Phone *

(416) 444-3300

Email

amanda@armstrongplan.ca

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

Yes

No

Agent mailing address

Street address *

1600 Steeles
Avenue West,
Suite 318

City *

Vaughan

Province *

Ontario

Postal code *

L4K 4M2



Committee of Adjustment Application for Minor Variance

Property information

An asterisk (*) indicates a response is required

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Property address

Street number *

595

Street *

Elmira Road North

City * ?

Guelph

Province *

Ontario

Postal code

N1K 1G5

Legal Description of the property

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

Legal description of the property *

The property is part of Lot 1, Concession 6, Division D , City Of Guelph (formerly Township Of Guelph, County of Wellington)

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

Official Plan Designation – Land Use *

Service Commercial

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

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

Special Highway Service Commercial (SC.2-2)

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

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

Commercial zone - Service Commercial (SC)

Date property was purchased *

7/1/1996



Is a building or structure proposed? *

Yes

No

Date of proposed construction *

4/1/2024



Is this a vacant lot? *

Yes

No

Is this a corner lot? *

Yes

No

Length of time existing uses have continued *

Since 1987

Existing use of the subject property *

Commercial

Dimensions of the property

Please refer to survey plan or site plan

Frontage (metres) *

86

Area (metres squared) *

17734.2

Depth (metres) *

190

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 *

4.13.4.2 Standard Commercial Use Ratios

Proposed *

50

Required *

96 (including 84 for proposed addition)

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 *

Proposed *

Required *

Table 5.3 Required parking rates in all zones except downtown zones

50

54 (including 42 for proposed addition)

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

Proposed *

Required *

Table 8.7: SC zone building regulations

4 Storeys

3 Storeys

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

Proposed *

Required *

Section 5.8.1(b)(ii) Short Term Bicycle Parking

0% to be weather protected (0 spaces))

25% to be weather protected (1 space)

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

Proposed *

Required *

Section 5.9(c) Electric Vehicles

0% Electric Vehicle Parking Spaces and 0% designated Electric Vehicle Parking Spaces

10% Electric Vehicle Parking Spaces and 20% provided as designated electric vehicle parking spaces

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

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

On April 18, 2023, the City of Guelph Council approved the new Zoning By-law (2023)-20790. This Zoning Bylaw is currently under appeal, which means that any application made during the appeal period must comply with both Zoning By-laws: (1995)-14864 and (2023)-20790. Therefore, to support the proposed minor variance application, the City of Guelph has identified three variances to address parking, one variance to address the proposed building height and one variance to address short term bicycle parking. For site plan approval, we are requesting the following minor variances:

CITY OF GUELPH BY-LAW (1995)-14864

1. The minimum required parking space for Storage Facility is 1 per 50 m² G.F.A. (96 spaces required including 84 for proposed addition)
 - The proposed parking space is 50 spaces [By-Law (1995)-14864–Section 4.13.4.2]

CITY OF GUELPH BY-LAW (2023)-20790

2. The minimum required parking space for Storage Facility is 1 per 100 m² G.F.A. (54 spaces required including 42 for proposed addition)
 - The proposed parking space is 50 spaces [By-Law (2023)-20790–Table 5.3]
3. The maximum building height is 3 Storeys.
 - The proposed building height is 4 Storeys. [By-Law (2023)-20790–Table 8.7]
4. A minimum of 25% of bicycle parking, short-term must be weather protected.
 - None of the short term bicycle parking will be weather protected. [By-law (2023)-20790 - Section 5.8.1(b)(ii)]
5. For any non-residential use, a minimum of 10% of required parking spaces shall be provided as electric vehicle parking spaces and a minimum of 20% of required parking spaces shall be provided as designated electric vehicle parking spaces.
 - zero electric vehicle parking spaces are provided and zero designated parking spaces for electric vehicle parking are provided.
[By-law (2023)-2090 - Section 5.9(c)]

Please see cover letter for reasons why it is appropriate that these standards were not achieved and how four tests are met.

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

Site Plan reference/application number * 

SP22-098



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

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 *

Self Storage Bldg B + G (same dimensions; 2 buildings)

Gross floor area of structure (square metres) *

403.27

Number of stories of structure *

1

Height of structure (metres) *

3.7

Width of structure (metres) *

68.7

Length of structure (metres) *

5.87

Type of structure *

Self Storage Bldg C + H (same dimensions; 2 buildings)

Gross floor area of structure (square metres) *

418.89

Number of stories of structure *

1

Height of structure (metres) *

3.7

Width of structure (metres) *

68.7

Length of structure (metres) *

6.1

Type of structure *

Self Storage Bldg D + J (same dimensions; 2 buildings)

Gross floor area of structure (square metres) *

627.9

Number of stories of structure *

1

Height of structure (metres) *

3.7

Width of structure (metres) *

68.7

Length of structure (metres) *

9.14

Type of structure *

Self Storage Bldg K

Gross floor area of structure (square metres) *

627.9

Number of stories of structure *

1

Height of structure (metres) *

3.7

Width of structure (metres) *

68.7

Length of structure (metres) *

9.14

Type of structure *

Self Storage Bldg L

Gross floor area of structure (square metres) *

1050.11

Number of stories of structure *

1

Height of structure (metres) *

3.7

Width of structure (metres) *

75.93

Length of structure (metres) *

13.83



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) *

Number of stories of proposed building addition *

Height of building addition (metres) *

Width of building addition (metres) *

Length of building addition (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) *

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

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 *

Amanda Kosloski

Date *

9/14/2023



Street address *

318 - 1600 Steeles
Ave W

City *

Vaughan

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 *

Amanda Kosloski

Date *

8/25/2023



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? *

amanda@armstrongplan.ca

Office use only

File number

A-71/23

Address

595 Elmira Road North
Guelph, Ontario
N1K 1G5

Comments from staff

Received September 12, 2023