

September 20, 2023

Committee of Adjustment
Guelph City Hall
1 Carden Street
Guelph, ON
N1H 3A1

519-837-5616

cofa@guelph.ca

Dear Sir/Madam:

**Re – 25 Alice Street, Guelph, Ontario
Committee of Adjustment – Application for Consent**

Agora Research Group Inc. has been retained by Mario Cotroneo and Anthony Cotroneo (registered property owners) to act as land use planners and development advisors for the property municipally described as 25 Alice Street in Guelph, Ontario hereinafter referred to as the “Site”.

The development proposal includes removing the existing single detached dwelling and separate garage building in order to construct a semi-detached dwelling on the same Site. In addition to Zoning By-law Amendment approval (approved at the September 19, 2023 Council Meeting - File# OZS23-004), the applicant also requires consent approval to sever the existing lot into two lots to accommodate the semi-detached development.

As part of the requirements outlined in the Application for Consent submission checklist, we are enclosing the following package for your review.

Materials	Electronic Copies Required
Cover letter	1
Application for Consent	1
Application for Consent Severance Survey Sketch	1
Digital Submission of All Material (no hard copies)	Submitted via FTP link.

We further request that the Application for Consent fee payable to the City of Guelph be confirmed along with method of payment options as soon as possible.

Authorization has been granted by the registered property owners to Claudio Balbinot MCIP, RPP to act as the agent for the application.

I trust the Application for Consent submission package has been completed to your satisfaction. Should you require additional information, please do not hesitate to contact the undersigned directly.

Yours truly,



Claudio Balbinot B.E.S.(Hons), MCIP, RPP
Agora Research Group Inc.
416-460-3383
claudio@agoraresearch.com

cc: Matt Weishar - BJC Architects Inc.
Mario Cotroneo & Anthony Cotroneo
Kelley McCormick -Guelph Senior Planner