

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



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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 *

Kim Andrews

Phone *

(519) 716-9024

Extension

Email *

Kmbenham@hotmail.com

Mailing address

Unit

Street address *

City *

Postal code *

3 Renfrew Place

Hamilton

N1G 2Z5

Is there an authorized agent? *

Yes

No

Agent information

Organization/company name

Tenhouse Building
Workshop

Name *

Matthew
Fratarcangeli

Phone *

(905) 699-7371

Email

matt@tenhouseb
w.com

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

Yes

No

Agent mailing address

Street address *

107 Gladstone
Avenue

City *

Hamilton

Province *

Ontario

Postal code *

L8M 2H8



Committee of Adjustment Application for Minor Variance

Property information

An asterisk (*) indicates a response is required

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Property address

Street number *

3

Street *

Renfrew Place

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 *

Plan 539 and Lot 123

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

Official Plan Designation – Land Use *

Residential - Low Density

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

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

R.1b

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

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

RL.1

Date property was purchased *

6/15/2009



Is a building or structure proposed? *

Yes

No

Date of proposed construction *

4/15/2024



Is this a vacant lot? *

Yes

No

Is this a corner lot? *

Yes

No

Length of time existing uses have continued *

Since constructed

Existing use of the subject property *

Residential

Dimensions of the property

Please refer to survey plan or site plan

Frontage (metres) *

24.43

Area (metres squared) *

1153.42

Depth (metres) *

45.72



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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

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 *

4.5.1.4

Proposed *

94.43

Required *

70

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

4.5.1

Proposed *

4.15m and located in the exterior side yard

Required *

4.5m (not permitted in the required 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 *

Proposed *

Required *

4.5.2(a)

94.43

70

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

Proposed *

Required *

4.5.1 (b)

4.15m and located in the exterior side yard

4.5m (not permitted in the required exterior side yard)

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

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

Increase size of maximum size of accessory structure for a preferred size of the proposed accessory structure
Reduce side yard set back to accommodate clearance from the existing pool

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



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) *

217.2

Number of stories of main building *

2

Height of the main building (metres) *

9

Width of the main building (metres) *

17.22

Length of the main building (metres) *

13.53

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

Deck

Gross floor area of deck (square metres) *

34.55

Number of stories of deck *

1

Height of deck
(metres) *

.41

Width of deck
(metres) *

13.72

Length of deck
(metres) *

2.58

Other

Please specify

Type of structure *

Shed

Gross floor area of structure (square metres)

*

3.13

Number of stories
of structure *

1

Height of structure
(metres) *

2.43

Width of structure
(metres) *

1.27

Length of structure
(metres) *

2.46

Type of structure *

Shed

Gross floor area of structure (square metres)

*

7.32

Number of stories
of structure *

1

Height of structure
(metres) *

2.43

Width of structure
(metres) *

2.24

Length of structure
(metres) *

3.28

Type of structure *

Pavillion

Gross floor area of structure (square metres)

*

13.75

Number of stories
of structure *

1

Height of structure
(metres) *

3.65

Width of structure
(metres) *

4.27

Length of structure
(metres) *

3.68



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 accessory structure

Gross floor area of proposed accessory structure (square metres) *

Number of stories of the proposed accessory structure *

Height of proposed accessory structure (metres) *

Width of proposed accessory structure (metres) *

Length of proposed accessory structure (metres) *



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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) *

Exterior setback (metres) *

Interior setback (metres) *

Proposed

Front setback (metres) *

Rear setback (metres) *

Exterior setback (metres) *

Interior 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 *

Matthew Fratarcangeli

Date *

1/3/2024



Street address *

107 Gladstone Avenue

City *

Hamilton

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 *

Kim Andrews

Date *

1/3/2024



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? *

matt@tenhousebw.com

Office use only

File number

A-10/24

Address

3 Renfrew Place
Guelph, Ontario

Comments from staff

Received January 8, 2024