

January 13, 2025
Project No. 2404660

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

**Re: Minor Variance Application
25 Fair Road
Guelph, Ontario**

To Whom it May Concern:

Please find enclosed an application for Minor Variance for 25 Fair Road. The proposed development is a 508.83 m² building addition to an existing truck repair facility. Following the Initial Site Plan Meeting in July 2024 and Pre-Consultation Meeting in December 2024 (Site Plan File Number PRE24-019S), the proposed Site Plan is being updated per the City's recommendations, additional drawings and documents are being prepared to support the formal site plan application, and the Owner is seeking minor variance from two zoning requirements per City recommendation.

The industrial property is currently zoned B.4 under the (1995)-14864 Zoning Bylaw and B under the (2023)-20790 Zoning Bylaw. Minor variance is being sought for relief from the following two requirements:

1. The front yard setback for the existing building is 41.07 m. The intention is to build the proposed addition as an extension of the existing building with the same front yard setback. This makes the most sense from a usability perspective for both the building and overall site. Per Table 10.3 Row A of the 2023 zoning bylaw, minimum front yard setback is 6 m and maximum front yard setback is 25 m. Variance is requested from the 25 m maximum front yard setback.
2. Per Section 5.4 of the 2023 zoning bylaw, loading spaces shall be located to the rear of the front wall of the building. We note that no loading spaces are proposed for the property, as per the definition in the 2023 zoning bylaw, as no loading or unloading of merchandise or materials will take place on the property. However, as shown on the Site Plan, the building addition will have drive-through truck access. Spaces for temporarily parking trucks prior to moving inside the building will be located to the front of the building, in front of the overhead doors for the truck bays. Variance is requested to allow for these temporary truck parking spaces. The spaces will be screened with a minimum 3 m wide buffer strip per the zoning bylaw. Landscape Plans are currently being prepared to support the Site Plan application.

We are submitting this minor variance application prior to the January 14, 2025 deadline for inclusion in the Committee of Adjustment meeting on February 13, 2025. As such, please find enclosed digital versions of the following:

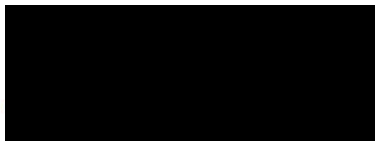
1. Committee of Adjustment Application for Minor Variance, dated January 13, 2025
2. Existing Conditions Plan, Revision 2 (Drawing EX-1)
3. Site Plan, Revision 2 (Drawing SP-1)
4. Elevations, Revision 1 (Drawing A3)

The Owner will arrange for payment of the \$1938.00 fee.

If you have any questions, please feel free to contact me at [REDACTED].

Sincerely,

GEI Consultants Canada Ltd.



Angela Kroetsch, P.Eng.
Senior Project Manager, Land Development Practice Lead

AK/AR

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cc: cofa@guelph.ca
 zoning@guelph.ca
 John Donato, CRD Construction Ltd.
 Joe Rider, TJJ Transport Ltd.

Encl.