

COMMITTEE OF ADJUSTMENT

City Hall, 5th floor, 71 Main Street West, Hamilton, ON L8P 4Y5
Telephone (905) 546-2424, ext. 4221, 3935

E-mail: cofa@hamilton.ca

NOTICE OF PUBLIC HEARING Minor Variance

You are receiving this notice because you are either:

- Assessed owner of a property located within 60 metres of the subject property
- Applicant/agent on file, or
- Person likely to be interested in this application

APPLICATION	FL/A-23:197	SUBJECT	506 CONCESSION RD. 6 E,
NO.:		PROPERTY:	FLAMBOROUGH
ZONE:	A1, P7 (Agriculture,	ZONING BY-	Zoning By-law City of Hamilton 05-
	Conservation/Hazard Lands,	LAW:	200, as Amended
	Rural)		

APPLICANTS: Owner: DANIEL & BRITNEY BRAGAGNOLO

Agent: SMPL DESIGN STUDIO C/O LINDSEY BRUCE

The following variances are requested:

- 1. New accessory structures shall be permitted within a "P7" Conservation/Hazard Land, Rural Zone instead of the regulation that no new buildings or structures shall be permitted within the "P7" Conservation/ Hazard Land, Rural Zone.
- 2. An existing building or structure shall be permitted to be demolished and rebuilt in any location on the lot instead of the requirement that existing buildings or structures that are demolished may be rebuilt provided that the setbacks to the building or structure which had existed prior to the passing of the by-law be maintained.

PURPOSE & EFFECT: To construct new geothermal and septic system structures on a lot containing a Single Detached Dwelling.

Notes:

- 1. Please be advised the variances have been written as requested by the applicant.
- 2. Please be advised it appears a new single detached dwelling is proposed, located within the "A1" Agriculture Zone. Insufficient information was determined zoning compliance. Additional variances may be required if zoning compliance cannot be achieved.
- 3. A portion of the property falls under conservation management. Please contact the Halton

FL/A-23:197

Conservation Authority prior to any development.

This Notice must be posted by the owner of any land which contains seven or more residential units so that it is visible to all residents.

This application will be heard by the Committee as shown below:

DATE:	Thursday, August 24, 2023	
TIME:	10:30 a.m.	
PLACE:	Via video link or call in (see attached sheet for details)	
	2 nd floor City Hall, room 222 (see attached sheet for	
	details), 71 Main St. W., Hamilton	
	To be streamed (viewing only) at	
	www.hamilton.ca/committeeofadjustment	

For more information on this matter, including access to drawings illustrating this request and other information submitted:

- Visit <u>www.hamilton.ca/committeeofadjustment</u>
- Visit Committee of Adjustment staff at 5th floor City Hall, 71 Main St. W., Hamilton
- Call 905-546-CITY (2489) or 905-546-2424 extension 4221, 4130, or 3935

PUBLIC INPUT

Written: If you would like to submit written comments to the Committee of Adjustment you may do so via email or hardcopy. Please see attached page for complete instructions, <u>including deadlines</u> for submitting to be seen by the Committee.

Orally: If you would like to speak to this item at the hearing you may do so via video link, calling in, or attending in person. Please see attached page for complete instructions, including deadlines for registering to participate virtually and instructions for check in to participate in person.

FURTHER NOTIFICATION

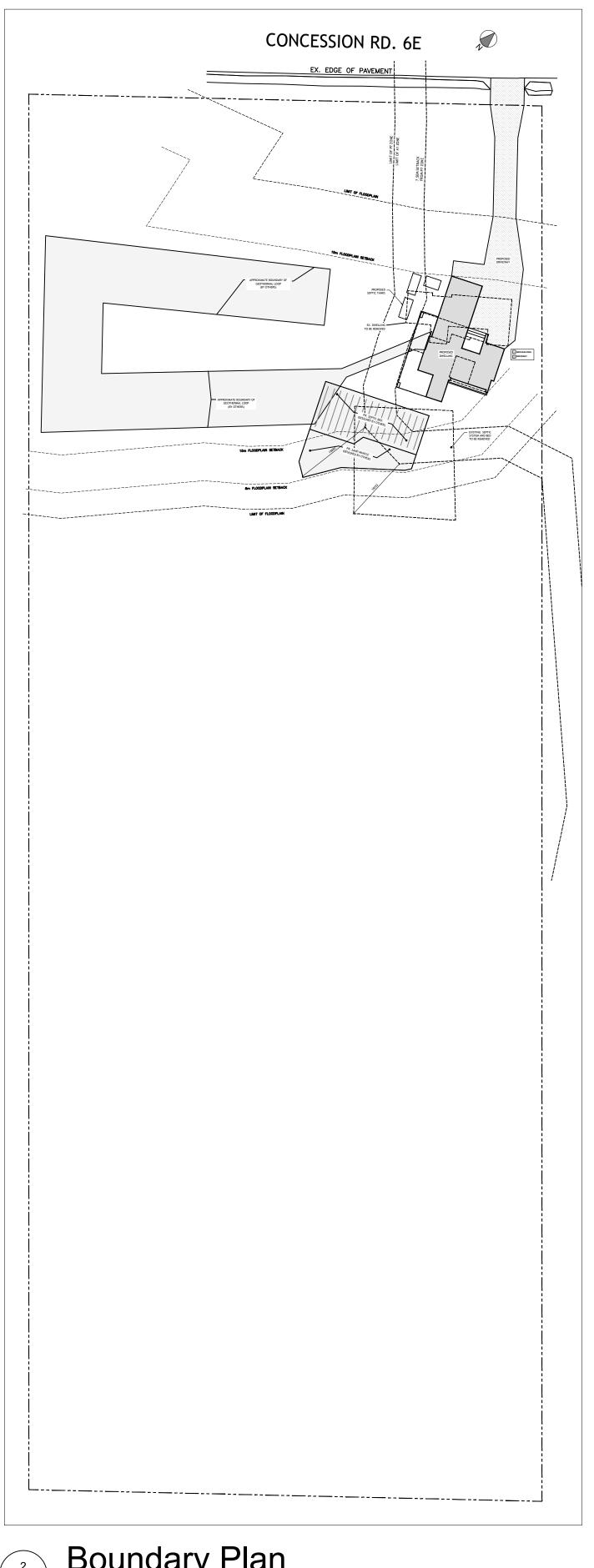
If you wish to be notified of future Public Hearings, if applicable, regarding FL/A-23:197, you must submit a written request to cofa@hamilton.ca or by mailing the Committee of Adjustment, City of Hamilton, 71 Main Street West, 5th Floor, Hamilton, Ontario, L8P 4Y5.

If you wish to be provided a Notice of Decision, you must attend the Public Hearing and file a written request with the Secretary-Treasurer by emailing cofa@hamilton.ca or by mailing the Committee of Adjustment, City of Hamilton, 71 Main Street West, 5th Floor, Hamilton, Ontario, L8P 4Y5.

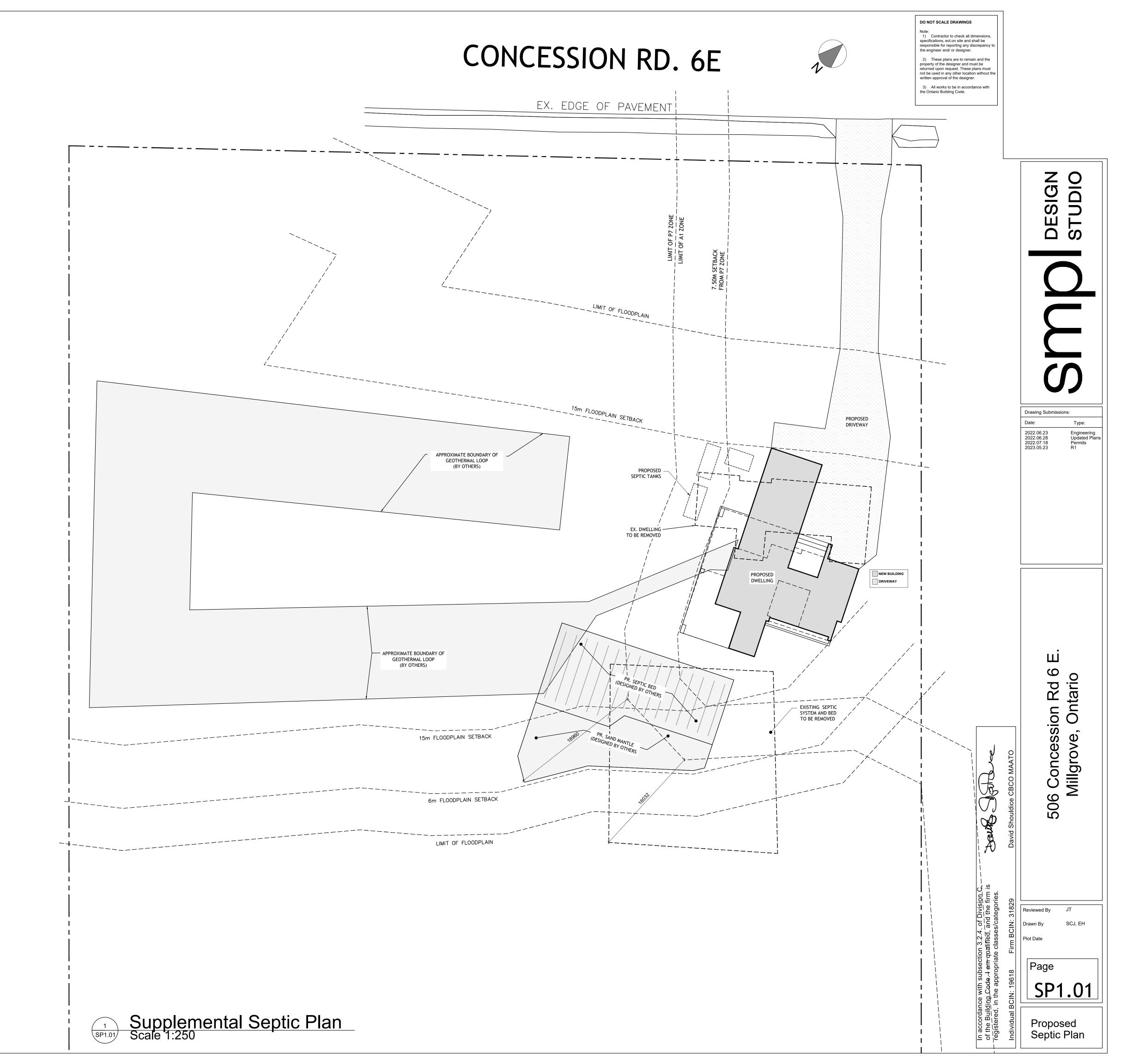


DATED: August 8, 2023

Jamila Sheffield, Secretary-Treasurer Committee of Adjustment Information respecting this application is being collected under the authority of the Planning Act, R.S.O., 1990, c. P. 13. All comments and opinions submitted to the City of Hamilton on this matter, including the name, address, and contact information of persons submitting comments and/or opinions, will become part of the public record and will be made available to the Applicant and the general public, and may include posting electronic versions.



Boundary Plan
Scale 1:750



© COPYRIGHT 2021 L.G. WOODS SURVEYING INC. The reproduction, alteration, or use of this REPORT TOPOGRAPHIC SITE PLAN OF in whole or in part, without the express permission PART OF LOT 3 of L.G. WOODS SURVEYING INC., is STRICTLY PROHIBITED. CONCESSION 5 IN THE GEOGRAPHIC TOWNSHIP OF EAST FLAMBOROUGH METRIC IN THE CITY OF HAMILTON PLAN DISTANCES ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048. SCALE 1:1000 <u>4</u>8 metres L.G. WOODS SURVEYING INC. 2021 ROAD ALLOWANCE BETWEEN CONCESSIONS 5 A N DL O T 3 CONCESSION TOWNSHIP E A S T FLAMBOROUGH L.G. WOODS SURVEYING INC. PROFESSIONAL LAND SURVEYORS ROAD ALLOWANCE BETWEEN CONCESSIONS 4 AND 5 334 HATT STREET - DUNDAS DISTRICT CITY OF HAMILTON, L9H 2H9 TEL (905) 627-0978 - FAX (905) 627-2818 FILE: 21-1144



July 20, 2023

Committee of Adjustment City Hall, 5th Floor, 71 Main Street West Hamilton, ON L8P 4Y5 cofa@hamilton.ca

RE: Minor Variance Application - 506 Concession Rd. 6 E. Milgrove, ON LOR 1V0

smpl Design Studio is the authorized architectural consultant for the property owner of 506 Concession Road 6 East in the City of Hamilton. We are pleased to submit this application for a Minor Variance on their behalf.

The subject lands are designated Agriculture on Schedule D, Land Use Designations, in the Rural Hamilton Official Plan. This lot is dual zoned with the majority of it residing in the Conservation / Hazard Land Rural (P7) Zone, and small portion residing in the Agriculture (A1) Zone in Hamilton's Zoning By-law 05-200. The property is furthermore regulated by Conservation Halton and Staff have been consulted on this proposal. This 4.05 ha vacant lot fronts onto Concession Road 6 East and is surrounded by similar rural residential uses. The proposed development includes demolition of the existing 1-storey dwelling and septic, and construction of a new 2-storey dwelling, reconfiguring the driveway, new septic and geothermal heating loops.

This Minor Variance application is intended to achieve relief from Hamilton's Zoning By-law 05-200 with respect to the Conservation / Hazard Land Rural (P7) Zone to permit the development of the lands for the proposed replacement septic and geothermal heating.

The following minor variances are requested. Please revise the wording of the requested variances as required.

- 1. To permit a replacement accessory structure (septic) that does not maintain the existing setbacks and area of the existing accessory structure (septic); and,
- 2. To permit a new structure (geothermal loops), whereas no new structures are permitted.

The requested relief should be viewed in the context of this dual zoned lot. The majority of this 4.05ha lot is zoned P7, while only +-0.31ha is zoned A1. There are less restrictive regulations in the A1 zone pertaining to structures, however it is not possible to locate the proposed replacement septic and geothermal heating loops fully within the lands zoned A1 as the majority of this limited space is proposed to be occupied by the replacement dwelling and reconfigured driveway.

Due to the presence of the documented floodplain of Grindstone Creek on the subject lands, Conservation Halton was consulted regarding development restrictions. The conservation authority has reviewed the development proposal and on February 2, 2023 a permit was issued for the replacement dwelling, reconfigured driveway, septic replacement and installation of geothermal loops.

The requested relief in this context is minor and will result in a form of development that is in keeping with the character of the surrounding area and will contribute to a built form that is desirable for the appropriate development of the land. Given that all other regulations of the By-law are met with this proposal, the request is consistent with the Zoning By-law, and represents a use of land that is permitted in the City's Official Plan.

As such, the proposed variances satisfy the four tests as outlined in Section 45(1) of the *Planning Act* as the relief requested is minor in nature, is desirable for the appropriate development of the land, and meets the general intent and purpose of the Official Plan and Zoning Bylaw.

In support of our minor variance application, the following material is provided for review:

- Application Form, prepared by smpl Design Studio, dated June 28, 2023;
- Existing Survey, prepared by L.G. Woods Surveying Inc., undated;
- Site Plan, prepared by smpl Design Studio, dated May 23, 2023;
- Development Permit, prepared by Conservation Halton, dated February 2, 2023; and,
- Copy of cheque in the amount of \$3,735.00 payable to the City of Hamilton, dated June 28, 2023.

A cheque for the required Minor Variance fee was dropped off to City Hall. We look forward to working with staff in the review of this application. Should you have any questions or require anything further, please do not hesitate to contact the undersigned.

Sincerely,

Lindsey Bruce

Director of Operations

lindsey@smpldesignstudio.com

Ava Barnett

Planning Technician

ava@smpldesignstudio.com



February 2, 2023

Daniel and Britney Bragagnolo 506 Concession Road 6 East Millgrove, ON LOR 1V0

Planning & Watershed Management

905.336.1158 | Fax: 905.336.6684 2596 Britannia Road West Burlington, Ontario L7P 0G3 conservationhalton.ca

BY EMAIL ONLY (britneybragagnolo@gmail.com)

To Daniel and Britney Bragagnolo:

Re: Septic replacement and driveway reconfiguration (minor grading) within 15m of the floodplain of Grindstone Creek, and the re-construction of a dwelling and installation of new geothermal loops within 30-120m of a PSW and wetland > 2ha 506 Concession Road 6 East

City of Hamilton CH File: RAPP-8781

Please find enclosed **Permit No. 8415** issued in accordance with *Ontario Regulation 162/06*, for the above noted development.

Staff have reviewed the following files regarding the above noted works:

- Pages From 506 Concession Road 6 E., Drawing Set: A0.01; A2.01; a2.02; A2.03; A2.04; A3.01 prepared by SMPL Design Studio, received by Conservation Halton November 24, 2022, stamped approved February 2, 2023; and,
- Site and Grading Plan [2 Pages] prepared by WestX Inc. Civil Engineering received by Conservation Halton January 17, 2023, stamped approved February 2, 2023.

Conservation Halton (CH) regulates all watercourses, valleylands, wetlands, Lake Ontario and Hamilton Harbour shoreline and hazardous lands, as well as lands adjacent to these features. The subject property, 506 Concession Road 6 East, Hamilton is traversed by a tributary of Grindstone Creek and contains the flooding and erosion hazards associated with that watercourse. The property is also adjacent to the Flamborough Center Provincially Significant Wetland (PSW) Complex and contains a wetland which is greater than 2 hectares in size. CH regulates those hazards/features, plus a 15m regulatory allowance from the limit of the creek hazards and 120m from the limit of a PSW and wetlands >2 hectares in size, at this particular location. Permission is required from CH prior to undertaking any development within CH's regulated area and must meet CH's *Policies and Guidelines for the Administration of Ontario Regulation 162/06*.

The approved works involve the demolition and re-construction of a dwelling, the installation of new a geothermal loop system, the replacement of a septic system, and driveway reconfiguration (minor grading). CH reviewed a *Topographic Survey* in support of this application which delineated the extent of the flooding hazard on site. The wetland limits were not determined as part of this application as the floodplain and applicable policies are understood to be the greater hazard. The development meets Policies 2.25.2.4 and 2.39.4 of Conservation Halton's *Policies and Guidelines for the Administration of Ontario Regulation* 162/06 and Land Use Planning Document, last amended November 26, 2020.

Based on the above, this permit is approved with the following conditions:

- a. That CH be contacted immediately should any changes to the scope of works or details as identified on the stamped approved drawings be proposed. Note: Further review or additional information may be required to support changes.
- b. That effective sediment and erosion control measures be installed prior to starting work, maintained during construction and fully removed once all disturbed areas have been stabilized. That site conditions be monitored and that the sediment and erosion control measures be modified if site conditions warrant it.
- c. That disturbed areas be stabilized and restored immediately following the completion of construction to the satisfaction of CH.
- d. That excess fill (soil or otherwise) generated from the proposed works shall not be stockpiled or disposed of within any area regulated by CH, pursuant to *Ontario Regulation 162/06*.

Please be sure that you read and understand all conditions listed on the enclosed Permit (and included below). Please also note that contravention of a Permit, or the terms and conditions of a Permit, is considered an offence under Section 28(16) of the *Conservation Authorities Act*. It is your responsibility to ensure that any person working under the authority of this Permit is familiar, and complies with, the terms and conditions.

This Permit or a copy thereof as well as all approved drawings must be available at the site. Any changes to the approved design or installation methods must be reviewed and approved by CH staff prior to their implementation. This Permit is valid two years from the date it is issued.

Please be advised that should you have any objection to any of the conditions of the permit, you are entitled to request a hearing before the Authority, in accordance with Section 28(12) of the *Conservation Authorities Act.* A written notice of your request for a hearing must be received by staff within 30 days of the date of this letter. Please note that if a hearing has been requested, this permit approval is withdrawn until such time as the hearing results have been finalized and commencement of any site alteration must not occur until the results of the Hearing are determined.

We trust the above is of assistance in this matter. Should you require further information, please contact the undersigned at cconnolly@hrca.on.ca.

Sincerely,

Cassandra Connolly Regulations Officer

Encl. 2

Cc: Building Department – City of Hamilton (Permit and Drawings)

SMPL Design Studio, Agent, lindsey@smpldesignstudio.com (Permit and Drawings)



2596 Britannia Road West Burlington, ON L7P 0G3

Telephone: 905 336-1158 Fax: 905 336-6684

PERMIT #: 8415

FILE #: RAPP-8781 Formally: A/22/H/68

PERMIT

Owner's Name: Britney and Daniel Bragagnolo Phone: (905) 320-7200

Mailing Address: 506 Sixth Concession Road East, Millgrove ON LOR 1V0

Agent/Contractor: SMPL Design Studio Phone: (905) 599-7970

15 Colbourne Street, Hamilton ON L8R 2G2

Property Location: 506 Sixth Concession Road East

in the (City, Town, Township) of: Hamilton

This permit is for septic replacement and driveway reconfiguration (minor grading) within 15m of the floodplain of Grindstone Creek, and the re-construction of a dwelling and installation of new geothermal loops within 30-120m of a PSW and wetland > 2ha.

This permit is issued on this 2nd day of February, 2023 Expires: 2nd day of February, 2025

And is subject to the following conditions:

- 1. That the work to be carried out in accordance with plans submitted on November 24, 2022 & January 17, 2023 and stamped APPROVED by: Cassandra Connolly, Regulations Officer
- 2. see reverse
- 3. This permit (including drawings stamped approved by Conservation Halton) or a copy thereof, must on site and be available for inspection.

Conservation Halton may, at any time, withdraw any permission given under this regulation if, in the opinion of the Conservation Authority, the conditions of the permit are not complied with.

Authorized representatives of Conservation Halton may, at any time, enter lands and buildings, to make any surveys, examinations, investigations, and inspections to ensure that the works authorized by this Permit are being carried out in accordance with the terms of this Permit.

This permit does not preclude any approvals required by any other existing law and regulations.

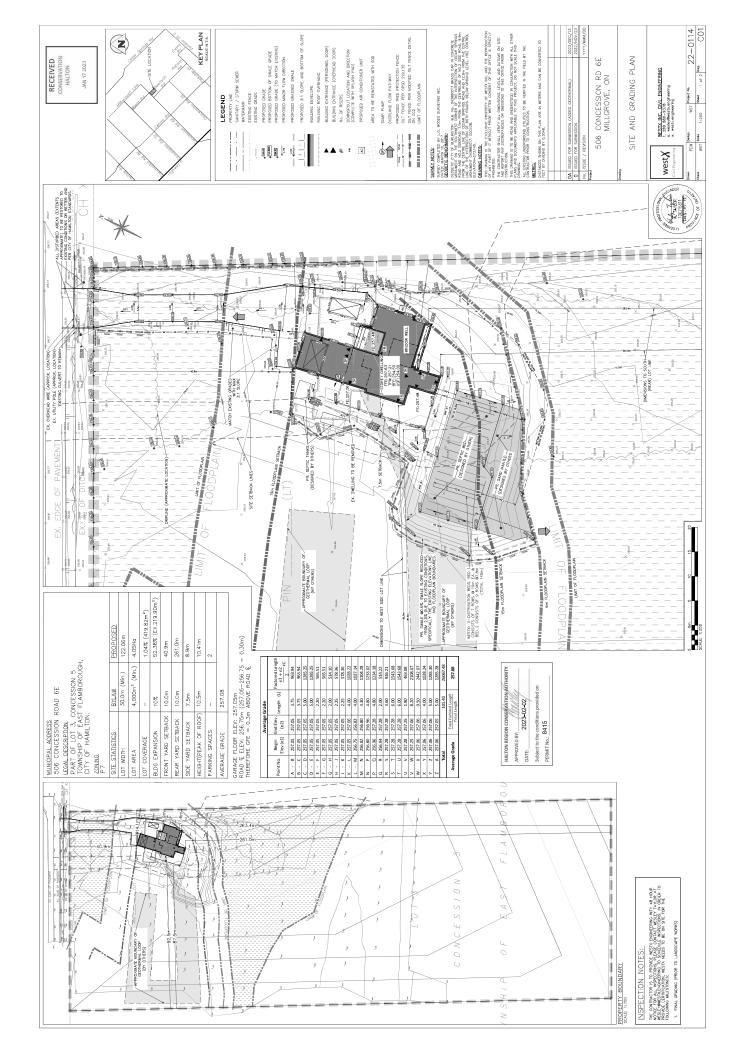
Authorized by:

McCormack, MA, MCIP, RPP, Director, Planning and Regulations

2023

2.

- a. That Conservation Halton be contacted immediately should any changes to the scope of works or details as identified on the stamped approved drawings be proposed. Note: Further review or additional information may be required to support changes;
- b. <u>That disturbed areas be stabilized immediately following the completion of construction to the satisfaction of Conservation Halton;</u>
- c. That effective sediment and erosion control measures be installed prior to starting work, maintained during construction and fully removed once all disturbed areas have been stabilized. That site conditions be monitored and that the sediment and erosion control measures be modified if site conditions warrant it; and
- d. That excess fill (soil or otherwise) generated from the proposed works shall not be stockpiled or disposed of within any area regulated by Conservation Halton, unless in conformance as per the approved plans, pursuant to Ontario Regulation 162/06.



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HALTON REGION CONSERVATION ACT 2023-02-02 PERMIT No.: 8415

DERSPECTIVE VIEW



TYPICAL GRASSED SWALE DETAIL

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506 CONCESSION RD 6E MILLGROVE, ON

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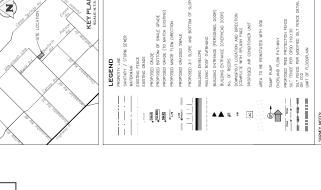


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October 2003



Project Description:

RECEIVED CONSERVATION HALTON

- New Construction

2023-02-02

PERMIT No.: 8415

Millgrove, Ontario 506 Concession Rd 6 E.

A0.01

Cover Page



Supplied Studies (1/2) | Studi





Phone: 416-994-8041 Structural Engineer: Centric Engineering Address: 1584 N Routledge Park, London,Ontario Phone:519-963-0444 Postal: N6H 5L6

Phone: 905-529-7675 Postal: L8R 2G2

Address: 32 Church St. Unit 308, Schomberg, Ontario HVAC Designer: Pedi Enterprises Inc. Postal: L0G 1T0

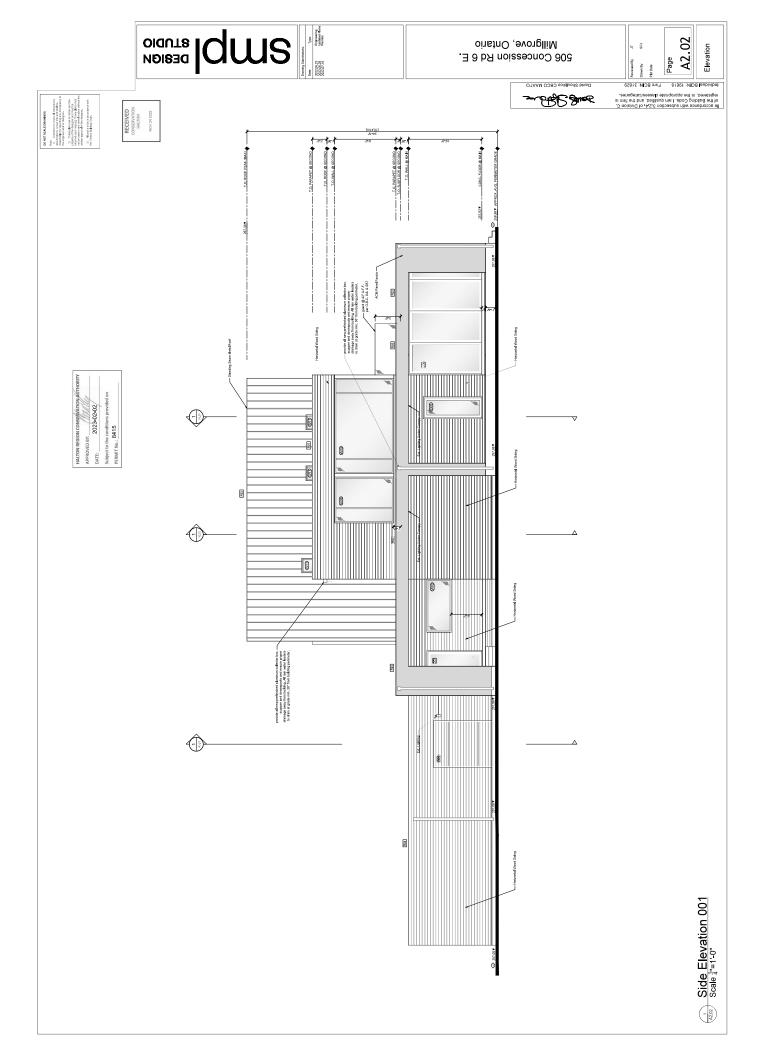
Key Map:

506 Concession Rd. 6 E., Millgrove, Ontario

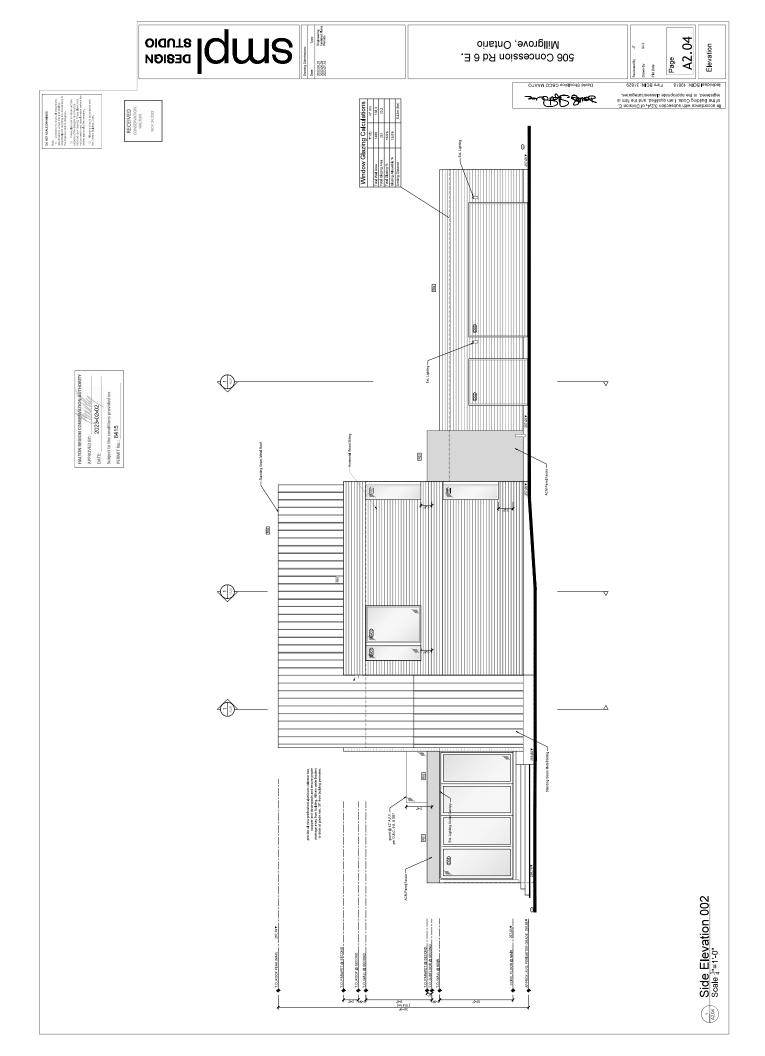
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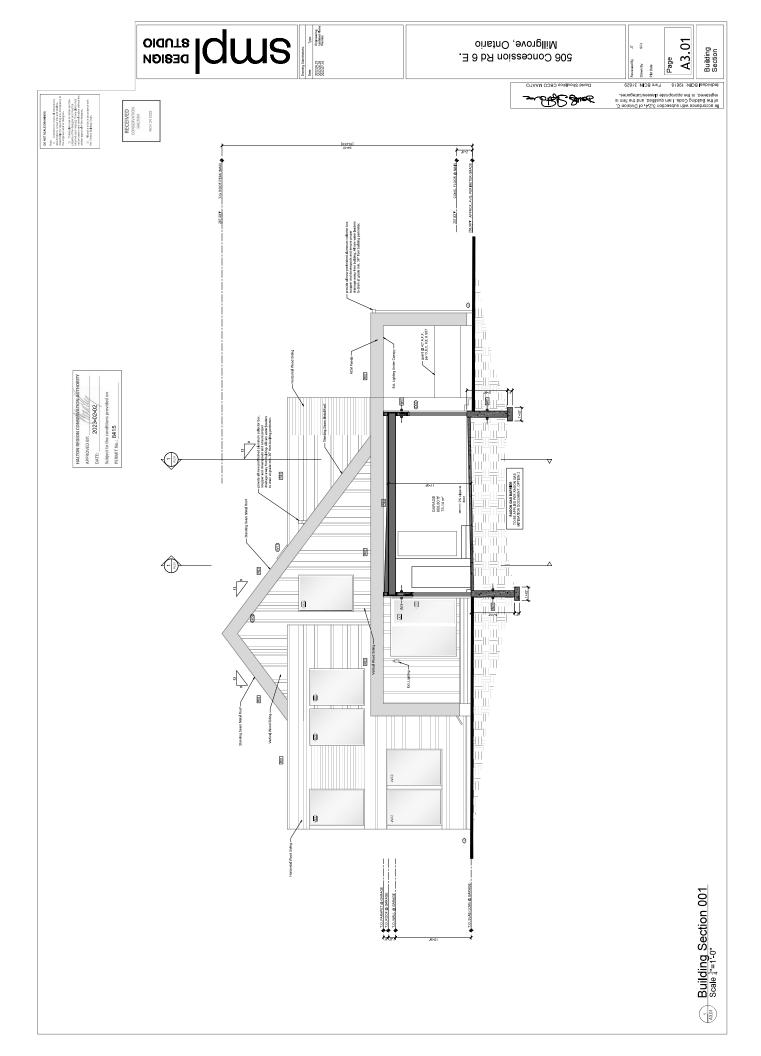
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Committee of Adjustment

City Hall, 5th Floor, 71 Main St. W., Hamilton, ON L8P4Y5

Phone: (905) 546-2424 ext. 4221

Email: cofa@hamilton.ca

APPLICATION FOR A MINOR VARIANCE/PERMISSION

UNDER SECTION 45 OF THE PLANNING ACT

1. APPLICANT INFORMATION

	NAME	MAILIN	G ADDRESS	
Registered Owners(s)				
Applicant(s)				
Agent or Solicitor				
.2 All corresponden	ce should be sent to	☐ Purchas		☐ Owner ☐ Agent/Solicitor
1.3 Sign should be s	ent to	☐ Purchas		☐ Owner ☐ AgentSolicitor
.4 Request for digital	al copy of sign	☐Yes*	☑ No	
If YES, provide e	If YES, provide email address where sign is to be sent			
1.5 All corresponden	ce may be sent by ema	il	✓ Yes*	□ No
If Yes, a valid email must be included for the registered owner(s) AND the Applicant/Agent (if applicable). Only one email address submitted will result in the voiding of this service. This request does not guarantee all correspondence will sent by email.				

2. LOCATION OF SUBJECT LAND

2.1 Complete the applicable sections:

Municipal Address	506 Concession Road 6 E Milgrove ON L0R 1V0			
Assessment Roll Number	2518303510034000000			
Former Municipality	Geographic Township	o of East Flamborough		
Lot	Part of Lot 3	Concession	5	
Registered Plan Number		Lot(s)		
Reference Plan Number (s)		Part(s)		

2.2	Are there any easements or restrictive covenants affecting the subject land?
	☐ Yes ☑ No If YES, describe the easement or covenant and its effect: N/A
3.	PURPOSE OF THE APPLICATION
	litional sheets can be submitted if there is not sufficient room to answer the following stions. Additional sheets must be clearly labelled
All d	limensions in the application form are to be provided in metric units (millimetres, metres, hectares,)
3.1	Nature and extent of relief applied for:
	 To permit a replacement accessory structure (septic) that does not maintain the setbacks and area of the existing accessory structure (septic) (7.7.2.3 (iv)). To permit a new geothermal structure, whereas no new structures are permitted (7.7.2.2 a)).
	☐ Second Dwelling Unit
3.2	Why it is not possible to comply with the provisions of the By-law?
	Lot is dual zoned. It is mostly zoned P7 and a small portion is zoned A1. The new dwelling and reconfigured driveway are proposed to remain in the A1 zone, and a portion of the new septic is proposed in the A1 zone, however this area is not large enough to accommodate the entire new septic system or the proposed geothermal.
3.3	Is this an application 45(2) of the Planning Act. ☐ Yes ☑ No
	If yes, please provide an explanation:
	N/A

4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION

4.1 Dimensions of Subject Lands:

Lot Frontage	Lot Depth	Lot Area	Width of Street
122.06m	332.01m	4.05ha	20m

xisting:				
Type of Structure	Front Yard Setback	Rear Yard Setback	Side Yard Setbacks	Date of Constructio
Dwelling	44.69m	274.79m	7.13m (N)	
Septic	72.60m	232.91m	20.56m (N)	
roposed:				
Type of Structure	Front Yard Setback	Rear Yard Setback	Side Yard Setbacks	Date of Constructio
Dwelling	40.9m	261.0m	8.9m (N)	
Septic	66.76m	242.27m	26.95 (N)	
Geothermal	+-33.56m	+-252.28m	+9m (S)	
sheets if neces	ssary):		for the subject lands (a	
	•	tures on or proposed	for the subject lands (a	attach additiona
sheets if neces	•	Gross Floor Area	for the subject lands (a	attach additiona Height
sheets if neces ixisting: Type of Structure Dwelling	Ground Floor Area	Gross Floor Area	Number of Storeys	Height Unknown
sheets if neces existing: Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Height
sheets if neces ixisting: Type of Structure Dwelling	Ground Floor Area	Gross Floor Area	Number of Storeys	Height Unknown
sheets if neces ixisting: Type of Structure Dwelling	Ground Floor Area	Gross Floor Area	Number of Storeys	Height Unknown
sheets if neces Existing: Type of Structure Dwelling Septic	Ground Floor Area	Gross Floor Area	Number of Storeys	Height Unknown
sheets if neces Existing: Type of Structure Dwelling Septic Proposed:	Ground Floor Area 219.9m2 612.35m2	Gross Floor Area 219.9m2 N/A	Number of Storeys 1 N/A	Height Unknown N/A
sheets if neces Existing: Type of Structure Dwelling Septic Proposed: Type of Structure Dwelling Septic	Ground Floor Area 219.9m2 612.35m2 Ground Floor Area 307.32m2 464.52m2	Gross Floor Area 219.9m2 N/A Gross Floor Area 367.94 N/A	Number of Storeys 1 N/A Number of Storeys 2 N/A	Height Unknown N/A Height 10.41m N/A
sheets if neces Existing: Type of Structure Dwelling Septic Proposed: Type of Structure Dwelling	Ground Floor Area 219.9m2 612.35m2 Ground Floor Area 307.32m2	Gross Floor Area 219.9m2 N/A Gross Floor Area 367.94	Number of Storeys 1 N/A Number of Storeys 2	Height Unknown N/A Height 10.41m

4.6	□ publicly owned and operated sanitary sewage □ system privately owned and operated individual □ septic system other means (specify)
4.7	Type of access: (check appropriate box) ☐ provincial highway ☐ municipal road, seasonally maintained ☐ municipal road, maintained all year ☐ ight of way ☐ other public road
4.8	Proposed use(s) of the subject property (single detached dwelling duplex, retail, factory etc.):
	Single detached dwelling
4.9	Existing uses of abutting properties (single detached dwelling duplex, retail, factory etc.):
	Single detached dwellings
7	HISTORY OF THE SUBJECT LAND
7.1	Date of acquisition of subject lands:
7.2	Previous use(s) of the subject property: (single detached dwelling duplex, retail, factory etc) Single detached dwelling.
7.3	Existing use(s) of the subject property: (single detached dwelling duplex, retail, factory etc)
7.4	Single detached dwelling Length of time the existing uses of the subject property have continued:
7.4	Longstanding use.
7.5	What is the existing official plan designation of the subject land?
	Rural Hamilton Official Plan designation (if applicable): Agriculture (Schedule D)
	Rural Settlement Area: N/A
	Urban Hamilton Official Plan designation (if applicable) N/A
	Please provide an explanation of how the application conforms with the Official Plan. Proposal represents a use of land that is permitted in the Rural Hamilton Official Plan.
7.6	What is the existing zoning of the subject land? P7 & A1 (05-200)
7.8	Has the owner previously applied for relief in respect of the subject property? (Zoning By-lawAmendment or Minor Variance) ☐ Yes ☑ No
	If yes, please provide the file number: P7 & A1 (05-200)

7.9	Is the subject property the subject of a current application for consent under Section 53 of the Planning Act? ☐ Yes ☑ No
	If yes, please provide the file number: N/A
7.10	If a site-specific Zoning By-law Amendment has been received for the subject property, has the two-year anniversary of the by-law being passed expired?
	☐ Yes ☐ No
7.11	If the answer is no, the decision of Council, or Director of Planning and Chief Planner that the application for Minor Variance is allowed must be included. Failure to do so may result in an application not being "received" for processing.
8	ADDITIONAL INFORMATION
8.1	Number of Dwelling Units Existing: 1
8.2	Number of Dwelling Units Proposed: 1
8.3	Additional Information (please include separate sheet if needed):
	Please see cover letter.

11.1 All Applications ✓ Application Fee ✓ Site Sketch ▼ Complete Application form ✓ Signatures Sheet 11.4 Other Information Deemed Necessary ☐ Cover Letter/Planning Justification Report Authorization from Council or Director of Planning and Chief Planner to submit application for Minor Variance Minimum Distance Separation Formulae (data sheet available upon request) Hydrogeological Assessment Septic Assessment Archeological Assessment ☐ Noise Study ☐ Parking Study

COMPLETE APPLICATION REQUIREMENTS