



Hamilton

COMMITTEE OF ADJUSTMENT

City Hall, 5th floor, 71 Main Street West, Hamilton, ON L8P 4Y5

Telephone (905) 546-2424, ext. 4221

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 NO.:	A-24:188	SUBJECT PROPERTY:	3417 & 3325 Tyneside Road, Glanbrook
ZONE:	A1 Agriculture	ZONING BY-LAW:	Zoning By-law City of Hamilton 05-200

APPLICANTS: Owner: Kyle Aquin & Rachel Bennison c/o Mark Dudzic Law
 Applicant: Sandra Sergion c/o Phillip Kuca, Gatestone Law
 Agent: Urban Solutions Planning & Land Development Consultants Inc.
 c/o Matt Johnston

The following variances are requested:

Lands to be retained;

1. A minimum lot area of 6.7 hectares for an agricultural use shall be permitted instead of the minimum 40.4-hectare lot area for an agriculture use required

Lands to be severed;

2. A minimum lot area of 13.1 hectares for an agricultural use shall be permitted instead of the minimum 40.4-hectare lot area for an agriculture use required

PURPOSE & EFFECT: To facilitate the severance of the subject lands.

Notes:

1. Variance written as requested by the applicant.

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:	Tuesday, September 10, 2024
TIME:	1:55 p.m.
PLACE:	Via video link or call in (see attached sheet for details)
	City Hall Council Chambers (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 www.hamilton.ca/committeeofadjustment
- Visit Committee of Adjustment staff at 5th floor City Hall, 71 Main St. W., Hamilton

PUBLIC INPUT

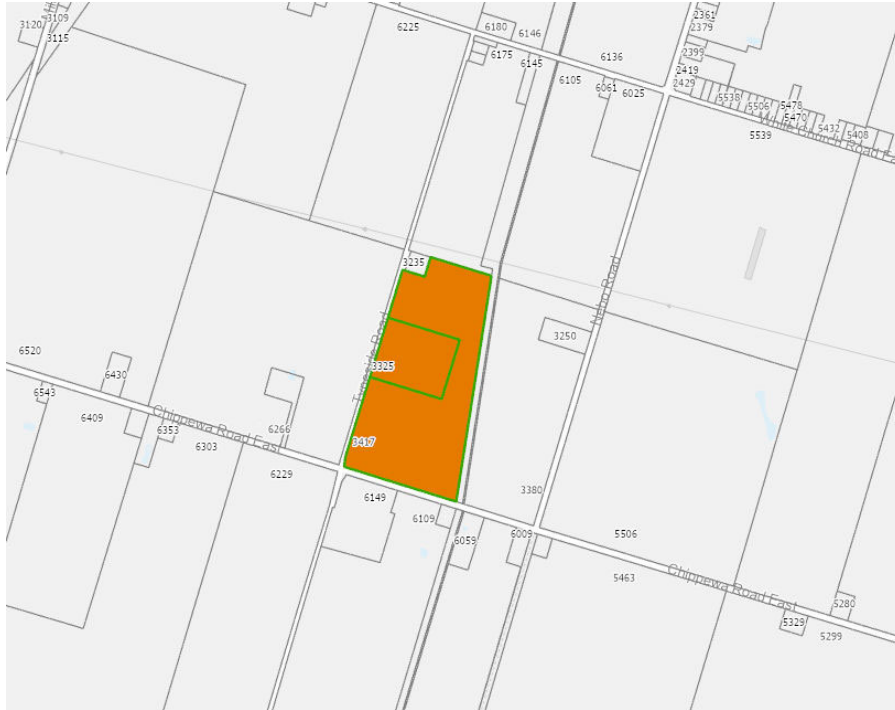
Written: If you would like to submit written comments to the Committee of Adjustment you may do so via email or hardcopy. Please see attached page for complete instructions, written comments must be received no later than noon September 6, 2024

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, registration to participate virtually must be received no later than noon September 9, 2024

FURTHER NOTIFICATION

If you wish to be notified of future Public Hearings, if applicable, regarding A-24:188, 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 22, 2024

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.



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PARTICIPATION PROCEDURES

Written Submissions

Members of the public who would like to participate in a Committee of Adjustment meeting are able to provide comments in writing advance of the meeting. Comments can be submitted 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. **Comments must be received by noon on the date listed on the Notice of Public Hearing.**

Comments are available the Friday prior to the Hearing and are available on our website: www.hamilton.ca/committeeofadjustment

Oral Submissions

Members of the public are also able to provide oral comments regarding Committee of Adjustment Hearing items by participating Virtually through Webex via computer or phone or by attending the Hearing In-person. Participation Virtually requires pre-registration in advance. Please contact staff for instructions if you wish to make a presentation containing visual materials.

1. Virtual Oral Submissions

Interested members of the public, agents, and owners **must register by noon on the day listed on the Notice of Public Hearing** to participate Virtually.

To register to participate Virtually by Webex either via computer or phone, please contact Committee of Adjustment staff by email cofa@hamilton.ca. The following information is required to register: Committee of Adjustment file number, hearing date, name and mailing address of each person wishing to speak, if participation will be by phone or video, and if applicable the phone number they will be using to call in.

A separate registration for each person wishing to speak is required. Upon registering for a meeting, members of the public will be emailed a link for the Webex meeting one business day before the Hearing. Only those registered will be called upon to speak.

2. In person Oral Submissions

Interested members of the public, agents, and owners who wish to participate in person may attend Council Chambers on the date and time listed on the Notice of Public Hearing. Please note, you will be required to provide your name and address for the record. It is advised that you arrive **no less than 10 minutes** before the time of the Public Hearing as noted on the Notice of Public Hearing.

We hope this is of assistance and if you need clarification or have any questions, please email cofa@hamilton.ca.

Please note: Webex (video) participation requires either a compatible computer or smartphone and an application (app/program) must be downloaded by the interested party in order to participate. It is the interested party's responsibility to ensure that their device is compatible and operating correctly prior to the Hearing.

SITE STATISTICS CHART

(A1) ZONING BY-LAW		3325 TYNESIDE		3417 TYNESIDE	
ITEMS	REQUIRED	EXISTING	PROPOSED	EXISTING	PROPOSED
Lot Frontage	-	±182.80 m	±419.16 m	± 768.20 m	± 531.85 m
Lot Area	40.4 ha	±4.1 ha	±13.1 ha	±15.7 ha	±6.7 ha
Lot Width	30.0m	±182.80 m	VARIES	VARIES	±275.70 m
Front Yard	15.0m	±118.80 m	±118.80 m	±40.0 m	±40.0 m
Side Yard	15.0m	±38.46 m	±38.46 m	±35.0 m	±35.0 m
Rear Yard	15.0m	±67.67 m	±139.58 m	±588.06 m	±200.54 m
Use	-			Agricultural	

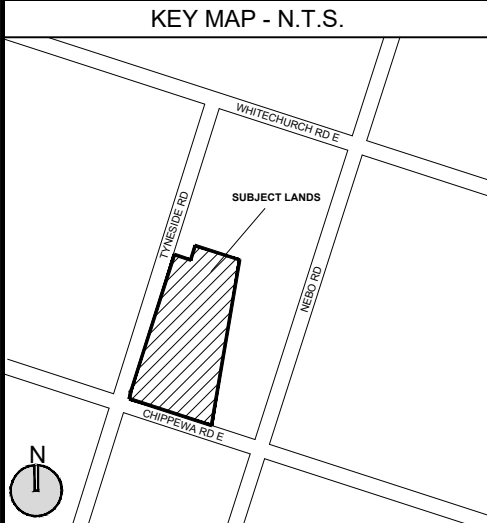
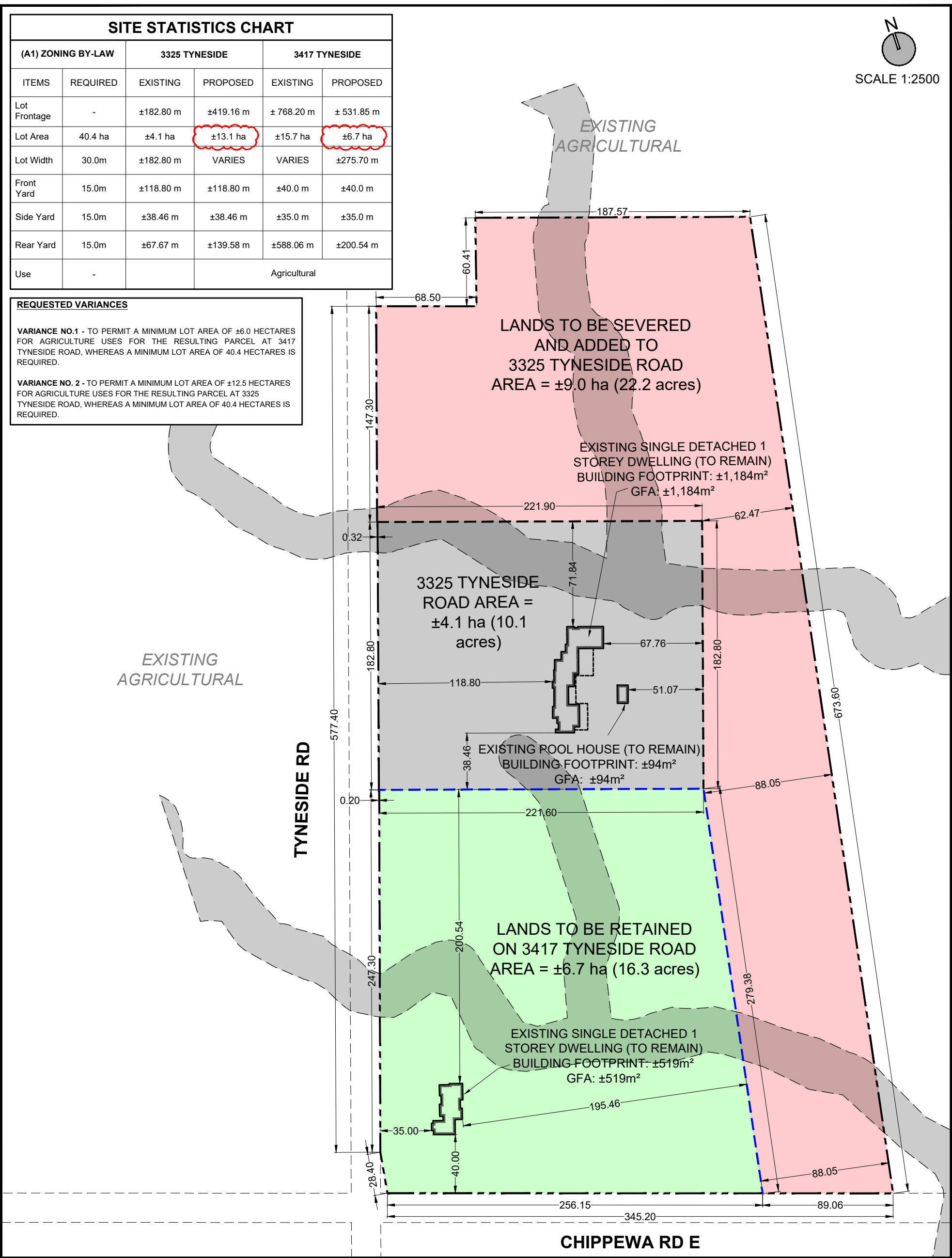


SCALE 1:2500

REQUESTED VARIANCES

VARIANCE NO.1 - TO PERMIT A MINIMUM LOT AREA OF ±6.0 HECTARES FOR AGRICULTURE USES FOR THE RESULTING PARCEL AT 3417 TYNESIDE ROAD, WHEREAS A MINIMUM LOT AREA OF 40.4 HECTARES IS REQUIRED.

VARIANCE NO. 2 - TO PERMIT A MINIMUM LOT AREA OF ±12.5 HECTARES FOR AGRICULTURE USES FOR THE RESULTING PARCEL AT 3325 TYNESIDE ROAD, WHEREAS A MINIMUM LOT AREA OF 40.4 HECTARES IS REQUIRED.



LEGEND:

- SUBJECT LANDS
- - - PROPOSED SEVERANCE LINE
- ▨ EXISTING BUILDINGS
- LANDS SEVERED FROM 3417 TYNESIDE RD
- LANDS RETAINED ON 3417 TYNESIDE RD
- 3325 TYNESIDE RD
- ▭ EXISTING NPCA REGULATED AREA

SCALE 1:2500
METRES

PREPARED BY:

URBAN SOLUTIONS
PLANNING & LAND DEVELOPMENT

3 STUDEBAKER PLACE, UNIT 1
HAMILTON, ON L8L 0C8
905-546-1087 - urbansolutions.info

NOT FOR CONSTRUCTION
ISSUED FOR REVIEW & COMMENTS ONLY

NOTES:
ALL DIMENSIONS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

TITLE: **COMMITTEE OF ADJUSTMENT SKETCH**

PROJECT: **3325 & 3417 TYNESIDE ROAD
CITY OF HAMILTON**

CLIENT: **KYLE AQUIN & RACHEL BENNISON**

DESIGN BY: L. TAIBI	CHECKED BY: S. ERICKSON
DRAWN BY: L. TAIBI	DATE: JULY 24, 2024
U/S FILE NUMBER: 507-24	SHEET NUMBER: 1

August 1, 2024

507-24

Via Email & Delivered

Ms. Jamila Sheffield
Secretary Treasurer
Committee of Adjustment

City of Hamilton
71 Main Street West, 5th Floor
Hamilton, ON L8P 4Y5

Dear Ms. Sheffield,

RE: 3417 & 3325 TYNESIDE ROAD, GLANBROOK
Application for Consent to Sever and Minor Variance to the City of Hamilton Zoning By-law
No. 05-200

UrbanSolutions Planning & Land Development Consultants Inc. (UrbanSolutions) have been retained by Kyle Aquin & Rachel Bennison, the registered owners of 3417 Tyneside Road, in the former Township of Glanbrook. On their behalf, UrbanSolutions is pleased to submit the enclosed Consent to Sever and Minor Variance applications.

Proposal

The subject lands are comprised of two parcels, 3417 and 3325 Tyneside Road, at the northeast corner of Tyneside Road and Chippewa Road in Glanbrook. The locale is comprised of both rural, non-farm residences as well as large-scale agricultural operations. The lands at 3417 Tyneside Road are an irregularly 'U-shaped' corner lot at the northeast corner of Chippewa Road East and Tyneside Road, with an area of ± 15.7 -hectares and ± 768.30 metres of combined frontage along Tyneside Road and Chippewa Road East. The lands at 3325 Tyneside Road are comprised of a square-shaped, ± 4.1 -hectare parcel with ± 182.80 metres of frontage along the east side of Tyneside Road, and are surrounded by 3417 Tyneside Road. Each parcel currently supports a single detached dwelling which is a permitted use, while 3417 Tyneside Road also supports farming on the majority of the property, forming part of a larger agricultural operation spanning across numerous neighbouring properties.

The purpose of this application is to transfer a ± 9 -hectare portion of land from 3417 Tyneside Road to merge with 3325 Tyneside Road. No lot creation is proposed and the farming practice will continue following the approval of the lot line adjustment. In order to facilitate this proposal for the transfer of lands between the two parcels, consent to sever and a minor variance to the Zoning By-law is required as follows:

Minor Variance No. 1 – To permit a minimum lot area of ± 6.0 hectares for Agriculture uses for the resulting parcel at 3417 Tyneside Road, whereas a minimum lot area of 40.4 hectares is required.

Minor Variance No. 2 – To permit a minimum lot area of ± 12.5 hectares for Agriculture uses for the resulting parcel at 3325 Tyneside Road, whereas a minimum lot area of 40.4 hectares is required.

Specifically, the lot area adjustments are outlined in the following table:

Parcel	Existing Area	Proposed Area	Net Change
3325 Tyneside	±4.1 ha	±13.1 ha	±9 ha Added
3417 Tyneside	±15.7 ha	±6.7 ha	±9 ha Removed

This application is similar to the Consent to Sever and Minor Variance applications at 6105 and 6061 White Church Road, which both received support from Staff. The Consent to Sever application obtained conditional approval to transfer a 0.1-hectare portion of land to an abutting parcel on December 8, 2024 (GL/B-22:115), and the Minor Variance application was subsequently approved by the Committee of Adjustment on June 15, 2023 (GL/A-23:116) to permit a smaller minimum lot area for the agricultural use.

Policy Framework

The subject lands are both designated ‘Protected Countryside’ and are within a Prime Agricultural Area according to the Greenbelt Plan. The subject lands are also designated as ‘Agriculture’ in the Rural Hamilton Official Plan (RHOP) Schedule D and are zoned as ‘Agriculture (A1) Zone’ under the City of Hamilton Zoning By-law No. 05-200.

As previously mentioned, the lands are designated ‘Protected Countryside’ in the Greenbelt Plan. Section 4.6 e) of the Greenbelt Plan applies to lot additions or boundary adjustments, and states:

- “4.6.1 Lot creation is discouraged and may only be permitted for:
- ...
- e) Minor lot adjustments or boundary additions, provided they do not create a separate lot for a residential dwelling in prime agricultural areas, including specialty crop areas, and there is no increased fragmentation of a key natural heritage feature or key hydrologic feature.”

Regarding lot additions in the Agricultural area, Section F.1.14.2.1 of the RHOP states:

- “F.1.14.2.1 d) All proposed lot additions shall:
 - i) Comply with the policies of this plan including rural settlement plans where one exists;
 - ii) Be compatible with and not hinder surrounding agricultural operations;
 - iii) Conform to the Zoning By-law;
 - iv) Only be permitted when both lots will retain frontage on a public road;
 - v) Meet the requirements of Section C.5.1, Private Water and Wastewater Services, including the requirement for submission of a hydrogeological study regarding existing or proposed private water and wastewater services prior to or at the time of application, except as permitted in F.1.14.2.7 d).

F.1.14.2.1 e) All proposed severances and lot additions shall meet all Minimum Distance Separation requirements in accordance with Section F.1.16, Minimum Distance Separation I and II and the Zoning By-law. Where the required Minimum Distance Separation distance, according to MDS I, is not met for a severance and lot addition, a decision regarding variation of the Minimum Distance Separation shall be made prior to a decision on the severance.

F.1.14.2.1 f) The maximum lot size for all proposed severances and lot additions outside of designated Rural Settlement Areas, except severances or lot additions for agricultural purposes where both the severed and retained lots are proposed to contain *agricultural uses*, shall be restricted to the minimum size required for the use and to meet the land area requirements of Section C.5.1, with as little acreage as possible taken out of *agricultural use*.”

Section F.1.14.2.5 of the RHOP further details policy direction regarding lot additions across all designations except Rural Settlement Areas. The applicable policies of Section F.1.14.2.5 state:

“F.1.14.2.5 Lot additions, except within designated Rural Settlement Areas, may be considered for permitted uses provided the following conditions are met:

- a) No new lots shall be created;
- b) All resulting lots shall be:
 - i) a minimum of 0.4 hectares (1 acre), or such larger area as may be required by Section C.5.1, Private Water and Wastewater Services of this Plan, except as permitted in F.1.14.2.7 d); and,
 - ii) be compatible with and not hinder surrounding agricultural operations.
- c) For lands within the Agriculture designation where the lot addition is for agricultural uses the minimum lot size of all resulting lots shall be 40.4 hectares (100 acres).
...
- g) The maximum lot size for lot additions outside of designated Rural Settlement Areas, except lot additions for agricultural purposes where both the severed and retained lots are proposed to contain agricultural uses, shall be restricted to the minimum size required for the use and to meet the land area requirements of Section C.5.1, with as little acreage as possible taken out of agricultural use.
- h) The lands to be severed and conveyed are added to and merged on title with an abutting property or properties.”

Minor Variance & Consent to Sever Analysis

The proposal demonstrates conformity with the criteria established in Sections F.1.14.2.1 d)-f) and F.1.14.2.5 of the RHOP as the lot addition will be compatible with onsite and surrounding agricultural operations, conform to the Zoning By-law through approval of a minor variance, both lots will retain frontage on a public road, and both lots will meet the requirements of Section C.5.1 of the RHOP. Further, the proposal will not create a new lot, establish an appropriate minimum lot size for the respective uses, and will transfer lands to an abutting landowner. Per Guideline #8 of the *Minimum Distance Separation (MDS) Document, 2016*, an MDS I setback is not required for purposes including minor boundary adjustments which do not result in the creation of a new lot. As such, the proposal is in keeping with the general intent and purpose of the Rural Hamilton Official Plan.

The proposed uses are permitted within the existing 'A1' zone, however the requested variance is required to permit a smaller lot area than what is permitted in the Zoning By-law. The proposed boundary adjustment will result in an approximate 2.5-hectare increase in the minimum parcel size between the two properties, from ± 4.1 hectares to ± 6.7 hectares. Further, while a minor variance is required to ensure compliance with the applicable Zoning By-law regulations, the resulting geometry is more in keeping with the default minimum lot area requirements than the existing lot fabric. As such, the proposal is in keeping with the general intent and purpose of the City of Hamilton Zoning By-law No. 05-200.

The proposed lot addition in essence 'flips' the existing lot fabric, with the larger portion of land between the two parcels being shifted from 3417 Tyneside Road to 3325 Tyneside Road. Similarly to the existing conditions, the larger of the two parcels will also retain frontage along both Tyneside Road and Chippewa Road. As such, the requested variance does not create a notable deviation from the existing conditions of the lands. Further, no new structures are proposed, and the existing uses inclusive of the farming practice will remain in place. As the physical built form on the lands will not change and the established character of the locale will not be altered by the proposal, the requested variance is deemed to be minor in nature.

The proposal intends to facilitate a severance that will transfer approximately 9 hectares of agricultural land between the two parcels, land which is currently associated with a substantial farming operation spanning across a number of properties in the area. A noteworthy trait of the proposal is that the viability of farming the lands which are subject to the transfer is not put at risk through this application as the resulting lot fabrics will remain capable of accommodating the existing agricultural operation. Therefore, the variance is desirable for the appropriate development of the lands.

Conclusion

The requested variance satisfies the four tests as per Section 45(1) of the *Planning Act*, R.S.O, 1990 and the application satisfies Section 53(1) of the *Planning Act*, R.S.O, 1990, as amended, as a plan of subdivision is not necessary for the proper and orderly development of the subject lands. The proposal is consistent with the Ontario Provincial Planning Statement, conforms to the Growth Plan, and demonstrates conformity with Section 4.6.1 e) of the Greenbelt Plan as the proposal does not seek to create a new lot within a Prime Agricultural area, nor affect the viability of farming the lands. The proposed severance conforms to the criteria outlined in Sections F.1.14.2.1 and F.1.16 of the Rural Hamilton Official Plan. Additionally, the continued use of the lands as single-detached dwelling and agriculture implements the intent of the 'A1' zoning applied through the City of Hamilton Zoning By-law No. 05-200. Based on the above analysis, the proposed development represents good land use planning.

In support of this application please find enclosed the following:

- One (1) copy of the completed Consent to Sever application form;
- One (1) copy of the completed Minor Variance application form;
- One (1) copy of the Committee of Adjustment sketch prepared by UrbanSolutions;
- One (1) cheque in the amount of **\$3,900.00** made payable to the City of Hamilton for the Minor Variance Application fee;
- One (1) cheque in the amount of **\$3,375.00** made payable to the City of Hamilton for the Consent to Sever Application base fee; and,
- One (1) cheque in the amount of **\$440.00** made payable to the City of Hamilton for the Consent to Sever Application additional fee where no sanitary sewer exists.

We trust the enclosed is in order; however, please feel free to contact the undersigned with any questions.

Regards,
UrbanSolutions



Matt Johnston, MCIP, RPP
Principal



Stefano Rosatone, BES
Planner

cc: Kyle Aquin & Rachel Bennison (Owners) c/o Mark Dudzic
Sandra Sergio (Applicant & Purchaser) c/o Phillip Kuca



Hamilton

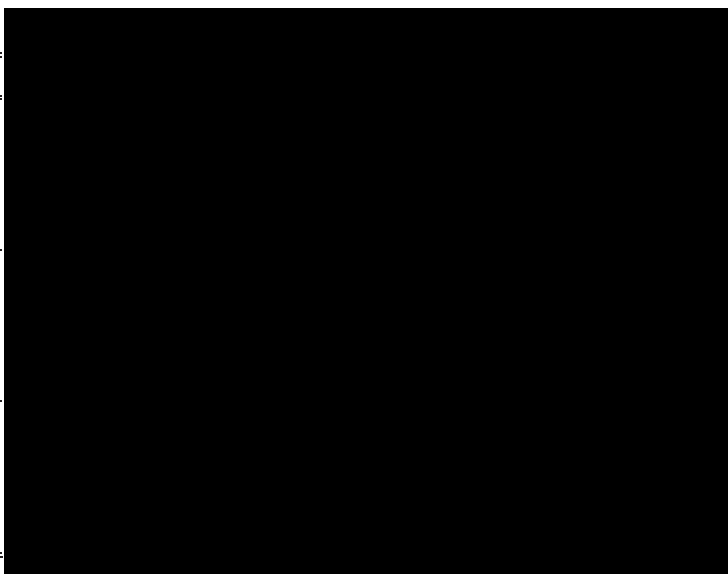
Committee of Adjustment
City Hall, 5th Floor,
71 Main St. W.,
Hamilton, ON L8P4Y5

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
Registered Owners(s)	Kyle Aquin & Rachel Bennison c/o Mark Dudzic, Dudzic Law
Applicant(s)	Sandra Sergio c/o Phillip Kuca, Gatestone Law
Agent or Solicitor	UrbanSolutions Planning & Land Development Consultants Inc. c/o Matt Johnston



1.2 Primary contact Applicant Owner Agent/Solicitor

1.3 Sign should be sent to Applicant Owner AgentSolicitor

1.4 Request for digital copy of sign Yes* No

If YES, provide email address where sign is to be sent _____

1.5 All correspondence may be sent by email 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.

1.6 Payment type In person Credit over phone* Cheque

*Must provide number above

2. LOCATION OF SUBJECT LAND

2.1 Complete the applicable sections:

Municipal Address	3417 Tyneside Road & 3325 Tyneside Road, Glanbrook		
Assessment Roll Number			
Former Municipality			
Lot		Concession	
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 WE1570600, to erect, maintain, operate, etc. electrical transmission lines (Hydro One).

3. PURPOSE OF THE APPLICATION

Additional sheets can be submitted if there is not sufficient room to answer the following questions. Additional sheets must be clearly labelled

All dimensions in the application form are to be provided in metric units (millimetres, metres, hectares, etc.)

3.1 Nature and extent of relief applied for:

To permit a smaller lot area than what is permitted in the Zoning By-law.

Second Dwelling Unit Reconstruction of Existing Dwelling

3.2 Why it is not possible to comply with the provisions of the By-law?

Please refer to cover letter.

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
+/- 951 m (Both Lots)	Varies	+/- 19.8 ha (Both Lots)	+/- 11 m

4.2 Location of all buildings and structures on or proposed for the subject lands:
(Specify distance from side, rear and front lot lines)

Existing:

Type of Structure	Front Yard Setback	Rear Yard Setback	Side Yard Setbacks	Date of Construction
PLEASE REFER TO ENCLOSED COMMITTEE OF ADJUSTMENT SKETCH				

Proposed:

Type of Structure	Front Yard Setback	Rear Yard Setback	Side Yard Setbacks	Date of Construction
PLEASE REFER TO ENCLOSED COMMITTEE OF ADJUSTMENT SKETCH				

4.3. Particulars of all buildings and structures on or proposed for the subject lands (attach additional sheets if necessary):

Existing:

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Height
PLEASE REFER TO ENCLOSED COMMITTEE OF ADJUSTMENT SKETCH				

Proposed:

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Height
PLEASE REFER TO ENCLOSED COMMITTEE OF ADJUSTMENT SKETCH				

- 4.4 Type of water supply: (check appropriate box)
- publicly owned and operated piped water system
 - privately owned and operated individual well

- lake or other water body
- other means (specify)

- 4.5 Type of storm drainage: (check appropriate boxes)
- publicly owned and operated storm sewers
 - swales

- ditches
- other means (specify)

4.6 Type of sewage disposal proposed: (check appropriate box)

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

right of way

municipal road, seasonally maintained

other public road

municipal road, maintained all year _____

4.8 Proposed use(s) of the subject property (single detached dwelling duplex, retail, factory etc.):

Single-detached dwellings, Agriculture.

4.9 Existing uses of abutting properties (single detached dwelling duplex, retail, factory etc.):

Single-detached dwellings, Agriculture.

7 HISTORY OF THE SUBJECT LAND

7.1 Date of acquisition of subject lands:

Unknown.

7.2 Previous use(s) of the subject property: (single detached dwelling duplex, retail, factory etc)

Single-detached dwellings, Agriculture.

7.3 Existing use(s) of the subject property: (single detached dwelling duplex, retail, factory etc)

Single-detached dwellings, Agriculture.

7.4 Length of time the existing uses of the subject property have continued:

Unknown.

7.5 What is the existing official plan designation of the subject land?

Rural Hamilton Official Plan designation (if applicable): 'Agriculture' Designation

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.

Please refer to the enclosed cover letter.

7.6 What is the existing zoning of the subject land? "A1" Zone [Zoning By-law No. 05-200]

7.8 Has the owner previously applied for relief in respect of the subject property?
(Zoning By-law Amendment or Minor Variance)

Yes

No

If yes, please provide the file number: _____

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: Concurrent Consent Application - see cover letter.

8 ADDITIONAL INFORMATION

8.1 Number of Dwelling Units Existing: 2

8.2 Number of Dwelling Units Proposed: 2

8.3 Additional Information (please include separate sheet if needed):

Please refer to enclosed cover letter.

11 COMPLETE APPLICATION REQUIREMENTS

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
-
-