



Hamilton

STAFF COMMENTS

HEARING DATE: September 25, 2025

A-25:172 — 680 Windwood Drive, Glanbrook (formerly Block 35, 3105 Fletcher Road)

Recommendation:

Approval with Condition — Development Planning

Proposed Conditions:

1. That the proposed development be in accordance with approved Site Plan Control application DA-24-044, to the satisfaction of the Director of Development Planning.

Proposed Notes:

Be advised that Ontario Building Code regulations may require specific setback and construction types. (Building Engineering)



Hamilton

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Development Planning:

Background

The purpose of Minor Variance application A-25:172 is to permit the construction of twenty-seven Block Townhouse Dwelling Units.

The following variances are **requested**:

1. A minimum Exterior Side Yard of 2.8 metres abutting the hypotenuse of a Daylight Triangle shall be permitted instead of the minimum required 4.5 metres.
2. A minimum separation distance of 3.1 metres between two exterior walls shall be permitted instead of the minimum required separation distance of 7.5 metres between two exterior walls when one wall contains a window to a habitable room, and 12.0 metres between two exterior walls when both walls contain windows to a habitable room.
3. No Amenity Area shall be required for a Dwelling Unit instead of the required minimum Amenity Area of 5.0 square metres per Dwelling Unit.
4. A parking space or area shall be permitted to be located 0 metres from a Street Line instead of the requirement that no parking space or area shall be located closer to a Street Line than 6 metres.

Analysis

Urban Hamilton Official Plan

The subject property is designated “Neighbourhoods” on Schedule E-1 of the Urban Hamilton Official Plan. Policy E.3.4.3 a) permits single detached, semi detached, duplex, triplex, fourplex, and street townhouse dwellings. Based on the forgoing policies, the proposed townhouse dwellings are permitted.

Binbrook Village Secondary Plan

The Subject lands are designated “Low Density Residential 2h” and “Site Specific Area J” on Land Use Map B.5.1-1 of the Binbrook Village Secondary Plan. Policy B.5.1.4.5 c) i) permits the proposed land use.

Glanbrook Zoning By-law No. 464

The subject property is zoned Residential Multiple “RM3-298” Zone in the Glanbrook Zoning By-law No. 464, which permits the proposed land use.

Variance 1



Hamilton

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1. A minimum Exterior Side Yard of 2.8 metres abutting the hypotenuse of a Daylight Triangle shall be permitted instead of the minimum required 4.5 metres.

The intent of this provision is to ensure that there is a sufficient setback between residential uses and lot lines in order to mitigate visibility concerns and maintain the character of the streetscape.

Staff note that this minor variance is required to facilitate a site plan application. Staff note that the dwelling unit impacted has a larger landscaped area within the side yard which enhances the character of the streetscape. Visibility issues are not anticipated. Staff defer to Transportation Planning for visibility concerns.

Staff are of the opinion that the requested variance maintains the general intent and purpose of the Urban Hamilton Official Plan and Zoning By-law, is desirable for the appropriate use of the land, and is minor in nature. Staff support the variance.

Variance 2

2. A minimum separation distance of 3.1 metres between two exterior walls shall be permitted instead of the minimum required separation distance of 7.5 metres between two exterior walls when one wall contains a window to a habitable room, and 12.0 metres between two exterior walls when both walls contain windows to a habitable room.

The intent of this provision is to ensure that there is a sufficient setback between dwellings on a site to mitigate privacy, light, maintenance and access concerns.

Staff note that this minor variance is required to facilitate a site plan application. Staff note that the affected exterior wall windows face open concept living areas which have multiple access points for light through additional windows. Staff do not anticipate privacy or light concerns. Staff defer to Development Engineering staff for maintenance and access concerns.

Staff are of the opinion that the requested variance maintains the general intent and purpose of the Urban Hamilton Official Plan and Zoning By-law, is desirable for the appropriate use of the land, and is minor in nature. Staff support the variance.

Variance 3

3. No Amenity Area shall be required for a Dwelling Unit instead of the required minimum Amenity Area of 5.0 square metres per Dwelling Unit.

The intent of this provision is to ensure that there is a sufficient amount of amenity space for residents.



Hamilton

Staff note that this minor variance is required to facilitate a site plan application. Staff note that large private backyards in the form on minimum required privacy areas are provided for each dwelling unit. Staff are satisfied there is sufficient amenity space provided per dwelling unit.

Staff are of the opinion that the requested variance maintains the general intent and purpose of the Urban Hamilton Official Plan and Zoning By-law, is desirable for the appropriate use of the land, and is minor in nature. Staff support the variance.

Variance 4

- 4. A parking space or area shall be permitted to be located 0 metres from a Street Line instead of the requirement that no parking space or area shall be located closer to a Street Line than 6 metres.

The intent of this provision is to mitigate access and maneuvering issues.

Staff note that this minor variance is required to facilitate a site plan application. The driveways for the units fronting Windwood Drive are included as part of the minimum required parking spaces. Staff note that Windwood Drive is not a high traffic area and access and maneuvering issues are not anticipated. Staff defer to Transportation Planning for access and maneuvering concerns.

Staff are of the opinion that the requested variance maintains the general intent and purpose of the Urban Hamilton Official Plan and Zoning By-law, is desirable for the appropriate use of the land, and is minor in nature. Staff support the variance.

Based on the foregoing, staff are of the opinion that the requested variances meet the four tests of a minor variance. **Staff recommend Approval with condition.**

Zoning:

Recommendation:	Comments Only
Proposed Conditions:	
Comments:	<ul style="list-style-type: none"> i. The proposed application is to facilitate Site Plan Approval file DA-24-044. ii. Please be advised a variance for a covered porch is not required provided that variance No. 1 is approved. iii. Insufficient information was provided to determine zoning conformity with Section 19.2 (k), 7.15, 7.26, 7.32, 7.35 (xii). Additional variances may be required if zoning conformity cannot be achieved.



Hamilton

Notes:	

Development Engineering:

Recommendation:	No Comments
Proposed Conditions:	
Comments:	
Notes:	

Building Engineering:

Recommendation:	Comments and Conditions/Notes
Proposed Conditions:	
Comments:	
Notes:	Be advised that Ontario Building Code regulations may require specific setback and construction types.

Transportation Planning:

Recommendation:	Comments Only
Proposed Conditions:	
Comments:	<p>Transportation Planning has no comments on Variance #'s 1-3.</p> <p>Transportation Planning has no objection to Variance #4 as the preeminent Zoning By-Law 05-200 exempts Semi-Detached Dwellings and Street Townhouse Dwellings (and all Dwellings up to fourplexes for that matter) from providing any offset from streetline for parking.</p> <p>Note that proposed Variance #4 has not been identified on the attached Site Plan.</p>
Notes:	

Please Note: Public comment will be posted separately, if applicable.

From: Kyle Riley <kriley@npca.ca>
Sent: Friday, September 12, 2025 4:08 PM
To: Committee of adjustment
Subject: Re: September 25, 2025 Committee of Adjustment Agenda Available
Attachments: 680 Windwood Drive Basemap.pdf; 680 Windwood Drive Basemap.pdf; 120 Festival Way.pdf; 3325 3417 Tyneside Road Basemap.pdf

External Email: Use caution with links and attachments

Hello,

The Niagara Peninsula Conservation Authority has reviewed the subject matter forming Hamilton's September 25th, 2025, Committee of Adjustments Agenda, and offers the following comments,

The following files are within our commenting area:

3325 & 3417 Tyneside Road **B-25:060 A-25:171** -

The Applicants seek to Sever a 36-acre section for 3417 Tyneside Road, which will be added back to 3325 Tyneside Road.

The NPCA understands from the supporting documentation that the lands added to 3325 Tyneside Road will continue to be used agriculturally. As such, Minor Variance A-25:171 is required to permit a minimum lot area of 18.6 hectares instead of 40.4 hectares for agricultural uses.

There are two NPCA-regulated watercourses located at 3325 and 3417 Tyneside Road. Most of these two watercourses will have their overall fragmentation reduced by the extent of this Boundary Adjustment.

The NPCA notes that the proposed lot lines will fragment a portion of the southern watercourse located on 3417 Tyneside Road. It is the NPCA's preference that fragmentation be limited in all cases, and we thus suggest that potential configurations which do not intersect the features be explored.

As this is a Boundary Adjustment, there are no NPCA Planning or Permitting fees required to facilitate this Application. The NPCA also will not fee seek this Minor Variance as it continues the agricultural usages at this address — to which we are supportive.

120 Festival Way **A-25:175** -

The Applicants seek to permit a .6m minimum side yard setback for an accessory structure where a minimum setback of 1m is required.

There are no NPCA-regulated features located at this address at this time. As such, the NPCA offers No Objection to proposed development.

There are no NPCA Permitting or Planning fees required for this Application.

680 Windwood Drive **A-25:172** -

The Applicants propose to reduce the minimum required exterior side yard of 4.5m abutting the hypotenuse of a Daylight Triangle to 2.8m, to reduce the minimum separation distance to 3.1m between two exterior dwelling where 7.5m is required between two exterior walls when one wall contains a window to a habitable room and 12m between two exterior walls when both walls contain windows to a habitable room, that no amenity area will be provided for a dwelling unit where a 5m amenity area is required, and that a parking spot be permitted 0m from a Street Line instead of the requirement that a 6m setback for a parking spot to a Street Line.

Following the acceptance of Site Plan Approval and the issuance of Permits there are no NPCA-regulated features in the area of this Application. The NPCA thus offers No Objections to any of the proposed Minor Variances.

There are no NPCA-related Planning or Permitting fees required for this Application.

We thank you for circulating this Agenda to our Office for our comments.

Please contact the undersigned should you have any questions.

Best regards,



Kyle Riley
Watershed Planner

Niagara Peninsula Conservation Authority (NPCA)

3350 Merrittville Highway, Unit 9, Thorold, Ontario L2V 4Y6

(O) 905.788.3135 Ext 252

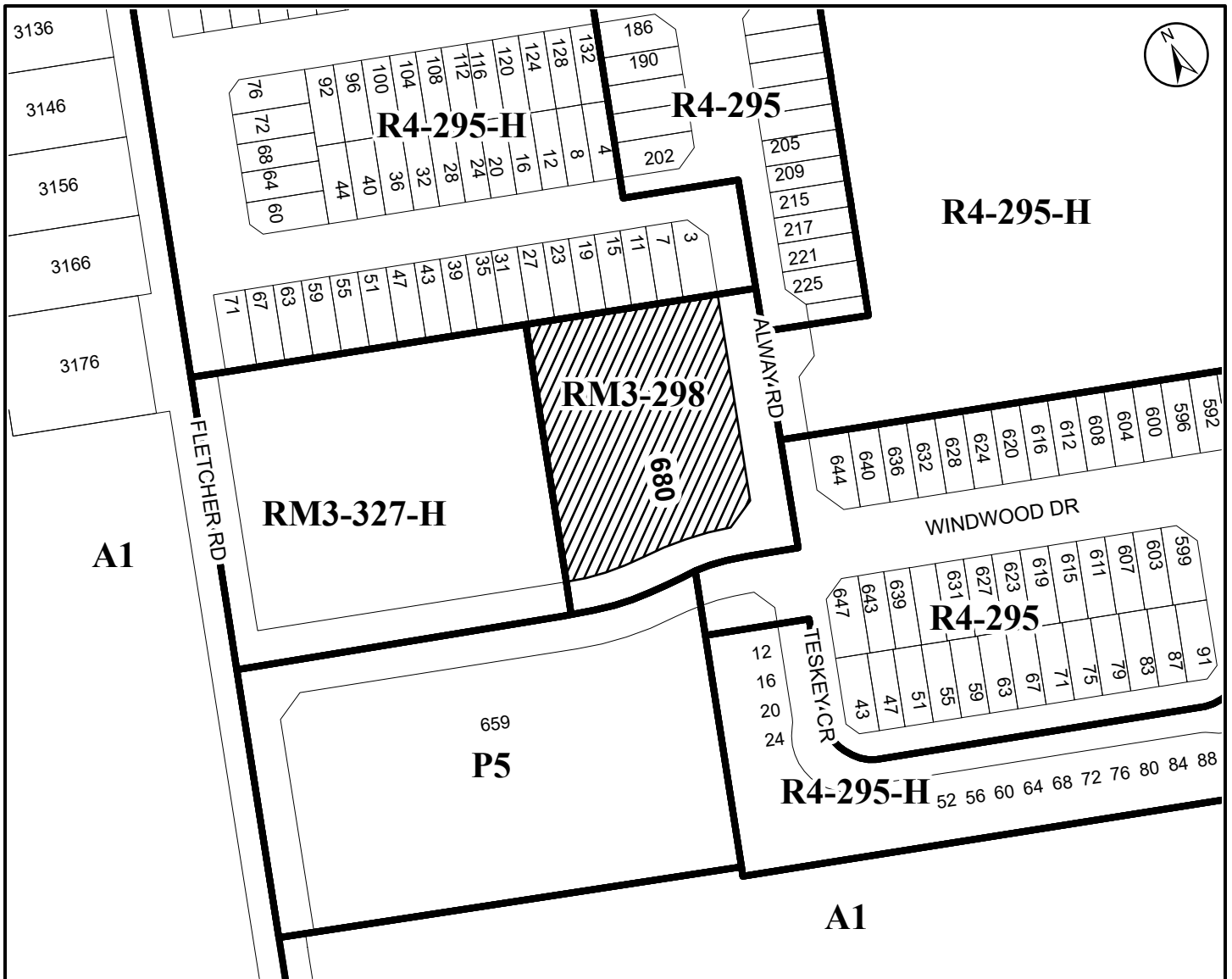
(Cell) 905.933.2541

www.npca.ca

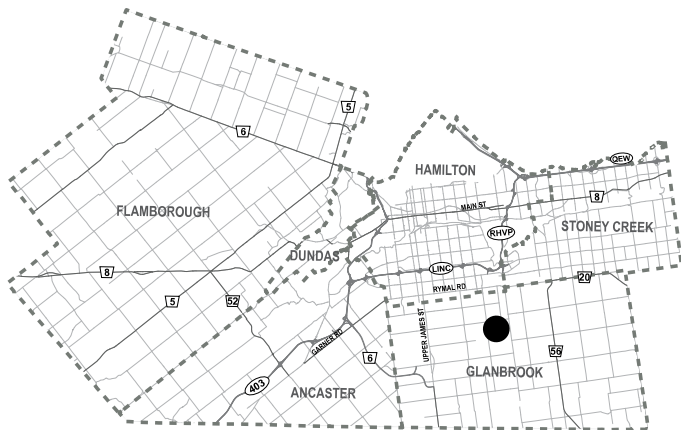
kriley@npca.ca

For mapping on features regulated by the NPCA please go to our GIS webpage at <https://gis-npca-camaps.opendata.arcgis.com/> and utilize our Watershed Explorer App or GIS viewer.

The NPCA completed its [Watershed-based Resource Management](#) and [Conservation Area Strategies](#), paving the way for sustainable conservation across the Niagara Peninsula watershed. It's [Watershed Natural Asset Analysis and Valuation](#) for the Niagara Peninsula watershed offers new insights that redefine how we view nature. **Explore them today!**




● Site Location



City of Hamilton

Committee of Adjustments

Subject Property

 680 Windwood Drive, Glanbrook (Ward 11)

File Name/Number:
A-25:172

Date:
September 8, 2025

Technician:
RS

Scale:
N.T.S.

Appendix "A"



Hamilton