

**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

<b>APPLICATION NO.:</b>	<b>SC/A-24:08</b>	<b>SUBJECT PROPERTY:</b>	1091 HWY 8, STONEY CREEK
<b>ZONE:</b>	"RC-2(T) & AS-10(T)" (Rural Commercial & Agriculture Specialty)	<b>ZONING BY-LAW:</b>	Zoning By-law former City of Stoney Creek 3692-92, as Amended

**APPLICANTS:** Owner: MILAN AND JOVANKA PETKO  
Applicant: NGE LAND HOLDINGS INC  
Agent: A.J. CLARKE & ASSOCIATES(FRANZ KLOIBHOFER)

The following variances are requested:

1. To permit a minimum lot area of 0.4 hectares, whereas 1 hectare is required.

**PURPOSE & EFFECT:** To facilitate the creation of two separate lots for future development.

**Notes:** N/A

**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:

<b>DATE:</b>	<b>Tuesday, April 9, 2024</b>
<b>TIME:</b>	<b>2:35 p.m.</b>
<b>PLACE:</b>	<b>City Hall Council Chambers (71 Main St. W., Hamilton)</b>

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

- Visit [www.hamilton.ca/committeeofadjustment](http://www.hamilton.ca/committeeofadjustment)
- Visit Committee of Adjustment staff at 5<sup>th</sup> 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. Comments can be submitted by emailing [cofa@hamilton.ca](mailto:cofa@hamilton.ca) or by mailing the Committee of Adjustment, City of Hamilton, 71 Main Street West, 5th Floor, Hamilton, Ontario, L8P 4Y5. Written comments must be received no later than noon, **April 5, 2024**

Comments are available the Friday prior to the Hearing and are available on our website: [www.hamilton.ca/committeeofadjustment](http://www.hamilton.ca/committeeofadjustment)

**Orally:** If you would like to speak to this item at the hearing you may do so by attending in person. 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 above.

We hope this is of assistance and if you need clarification or have any questions, please email [cofa@hamilton.ca](mailto:cofa@hamilton.ca)

## FURTHER NOTIFICATION

If you wish to be notified of future Public Hearings, if applicable, regarding SC/A-24:08, you must submit a written request to [cofa@hamilton.ca](mailto: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](mailto:cofa@hamilton.ca) or by mailing the Committee of Adjustment, City of Hamilton, 71 Main Street West, 5th Floor, Hamilton, Ontario, L8P 4Y5.



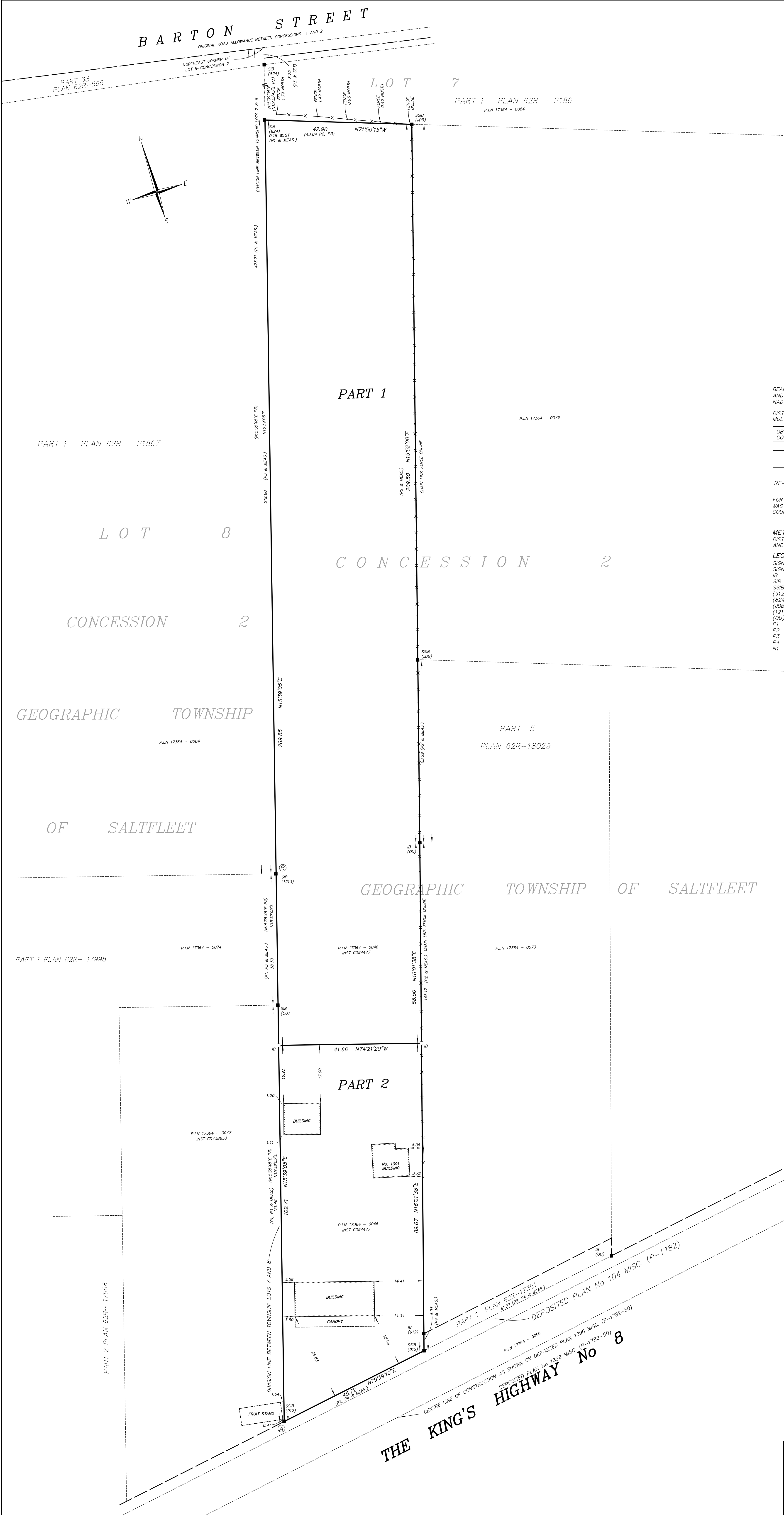
 **Subject Lands**

DATED: March 21, 2024

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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.



SCHEDULE			
PART	LOT	CONCESSION	PIN
1	PART OF LOT 7	2	PART OF 17364 - 0046
2			

PARTS 1 & 2 COMPRISE ALL OF PIN 17364-0046

PLAN OF SURVEY OF  
PART OF LOT 7  
CONCESSION 2  
GEOGRAPHIC TOWNSHIP OF SALT FLEET  
IN THE  
CITY OF HAMILTON

SCALE 1:500  
0 10 20 metres

THE INTENDED PLOT SIZE OF THIS PLAN IS 610mm IN HEIGHT BY 914mm IN WIDTH WHEN PLOTTED AT A SCALE 1:500  
KEVIN H. BROWN O.L.S.

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS (A) AND (B) BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010)

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999735

OBSERVED REFERENCE POINTS: UTM ZONE 17, NAD83 (CSRS)(2010) COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10		
POINT ID	NORTHING	EASTING
(A)	4784893.503	608303.035
(B)	4785047.304	608346.126

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

FOR BEARING COMPARISON A ROTATION OF 00°54'10" COUNTERCLOCKWISE WAS APPLIED TO PLANS P1 AND A ROTATION OF 00°53'30" COUNTERCLOCKWISE WAS APPLIED TO P2 TO CONVERT TO GRID BEARINGS.

METRIC:  
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

LEGEND:  
SIGN THUS: □ DENOTES A SURVEY MONUMENT PLANTED  
SIGN THUS: ■ DENOTES A SURVEY MONUMENT FOUND  
IB DENOTES IRON BAR  
SIB DENOTES STANDARD IRON BAR  
SSIB DENOTES SHORT STANDARD IRON BAR  
(912) DENOTES A. J. CLARKE & ASSOCIATES O.L.S.  
(924) DENOTES A. J. CLARKE & ASSOCIATES O.L.S.  
(JDB) DENOTES J. D. BARNES LTD  
(1213) DENOTES J. D. PETERS O.L.S.  
(OU) DENOTES ORIGIN UNKNOWN  
P1 DENOTES PLAN 62R-17898  
P2 DENOTES PLAN 62R-18029  
P3 DENOTES PLAN 62R-21807  
P4 DENOTES PLAN 62R-17351  
N1 DENOTES FIELD NOTES BY A.J. CLARKE & ASSOCIATES LTD.  
DATED AUGUST 14, 2007

SURVEYOR'S CERTIFICATE:  
I CERTIFY THAT:  
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.  
2. THE SURVEY WAS COMPLETED ON THE 6 DAY OF NOVEMBER, 2023

DECEMBER 7, 2023  
DATE  
KEVIN H. BROWN  
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V-----

**AJ** A. J. Clarke and Associates Ltd.  
SURVEYORS • PLANNERS • ENGINEERS  
25 MAIN STREET WEST, SUITE 300  
HAMILTON, ONTARIO, L8P 1H1  
TEL. 905-528-8761 FAX 905-528-2289  
email: [ajc@ajclarke.com](mailto:ajc@ajclarke.com)

DRAWN BY: MW CHECKED BY: KB PROJECT No. 188158



*A. J. Clarke and Associates Ltd.*

SURVEYORS • PLANNERS • ENGINEERS

City of Hamilton  
Committee of Adjustment  
71 Main Street West, 5<sup>th</sup> Floor  
Hamilton, ON L8P 4Y5

January 12, 2024

Attn: Ms. Jamila Sheffield  
Secretary Treasurer, Committee of Adjustment (email: [Jamila.Sheffield@hamilton.ca](mailto:Jamila.Sheffield@hamilton.ca))

**Re: 1091 Highway 8, Stoney Creek  
Minor Variance and Severance Application Submission**

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Dear Ms. Sheffield:

A.J Clarke and Associates Ltd. has been retained by NGE Land Holdings Inc., for the purposes of submitting the enclosed Minor Variance and Severance (Consent) Applications for the subject lands, municipally known as 1091 Highway 8, Stoney Creek, in the City of Hamilton. Below is a summary of the materials submitted to your attention:

- One (1) electronic copy of the required filled and signed Severance (Consent) Application Form;
- One (1) electronic copy of the required filled and signed Minor Variance Application Form;
- One (1) cheque in the amount of \$6,955.00 representing the required fees for the Minor Variance and Severance Applications.
- An additional cheque in the amount of \$305.00 to cover the difference in fees from 2023 to 2024.
- One (1) electronic copy of the Draft Reference Plan, prepared by AJ Clarke & Associates Ltd.

The purpose of this analysis is in support of the concurrently submitted Minor Variance and Severance (Consent) Applications for the subject lands. The application will sever Part 1 of the submitted Draft Reference Plan; this Part will be consolidated with the existing adjacent lot municipally known as 1121 Highway 8, Stoney Creek. The severed lot will facilitate the amalgamation of lands for future development in keeping with the vision of the Fruitland-Winona Secondary Plan Area. The remaining lands of 1091 Highway 8 (Part 2) will be retained to maintain the existing built forms and uses which include a residential use of a single detached dwelling, and the commercial use of the existing restaurant.

The subject lands are located within the urban area of the City of Hamilton and are designated 'Neighbourhoods' per Schedule E-1 of the UHOP. The lands are further designated as 'Local Commercial' and 'Low Density Residential 2 and 3' within the Fruitland-Winona Secondary Plan. The subject lands are generally located along Highway 8 within the former City of Stoney Creek to the west of Lewis Rd, and east of McNeilly Road.

The subject lands are currently being utilized for multiple uses including residential, commercial, and agricultural. This application will have no impact to the current uses permitted and is only to facilitate the merging of lands for future development as directed by the Urban Hamilton Official Plan (UHOP) and the Fruitland-Winona Secondary Plan.



The table below details the lot dimensions following the proposed severance:

	Part 1 (Severed)	Part 2 (Retained)
<b>Lot Frontage</b>	N/A: to be merged with 1121 Highway 8	± 45.72m
<b>Lot Depth</b>	± 269.8m	109.7
<b>Lot Area</b>	± 1.14 hectares	± 0.41 hectares

The immediate surrounding land uses include:

<b>North</b>	Agriculture
<b>South</b>	Agriculture, Single Detached Dwellings
<b>West</b>	Agriculture, Single Detached Dwellings (consolidated development lands)
<b>East</b>	Agriculture, Single Detached Dwellings (consolidated development lands)

## Planning Policy Overview

### Urban Hamilton Official Plan

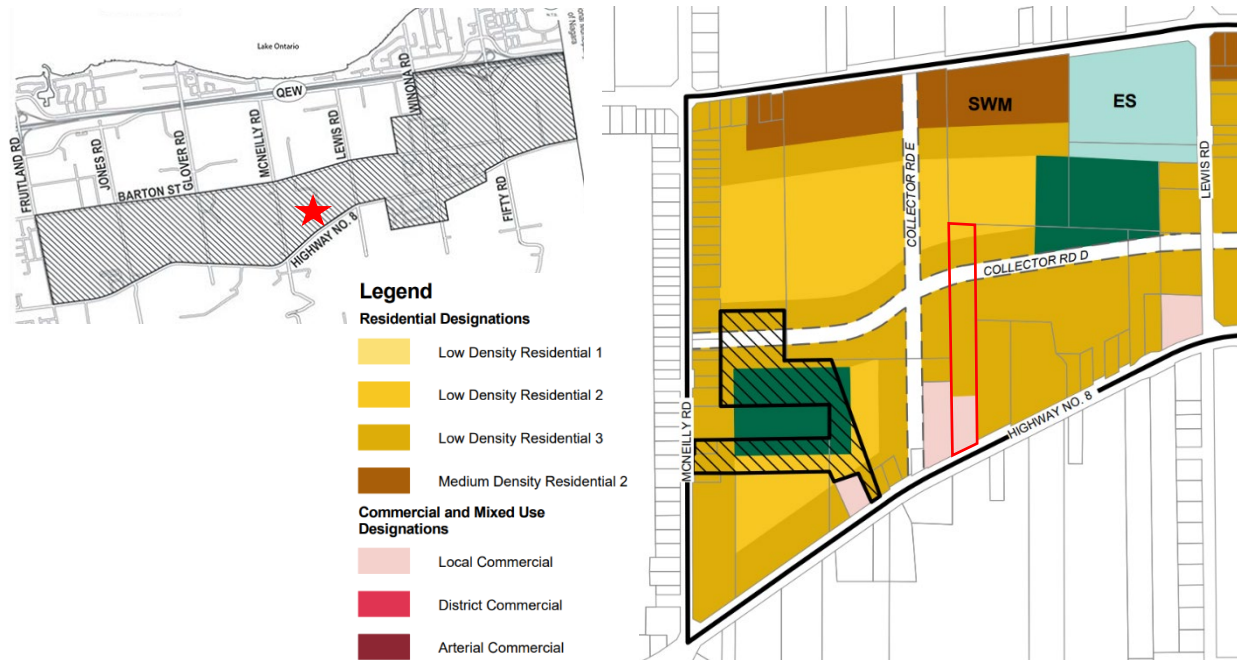
The subject lands are within the urban boundary area and are designated ‘Neighbourhoods’ within Schedule E-1 of the Urban Hamilton Official Plan (UHOP). The proposed severance will not create any additional lots and will amalgamate lands for future development.

The retained parcel which fronts Highway 8 will not hinder the existing uses, as the current owners will retain their ability to utilize the lands for residential and commercial purposes. The severance to the existing property will only be reducing the depth of the parcel and will therefore still leave adequate space and access for the require agricultural, residential, and commercial purposes that currently exist. Following the proposed severance, the severed lands will be amalgamated with the adjacent property municipally known as 1121 Highway 8 for future development.

### Fruitland-Winona Secondary Plan

The severed lands and the lands retained fall within the Fruitland-Winona Secondary Plan. Within this secondary plan the subject lands of 1091 Highway 8 contain three (3) designations which include the ‘Local Commercial’ designation abutting Highway 8, ‘Low Density residential 3’, and a small portion at the northern extent of the property ‘low density residential 2’.





### City of Stoney Creek Zoning By-law No. 3692-92

The subject property is zoned as Rural Commercial RC-2(T) and Agricultural Specialty AS-10(T), each of these zones carry special provisions with the former City of Stoney Creek Zoning By-law 3693-92.

The Agricultural Specialty zone permits agricultural uses, single detached dwellings, and accessory structures for permitted uses.

The Rural Commercial Zone permits the restaurant use, and accessory dwelling unit. This zone is located at the southern extent of the subject property adjacent to Highway 8.

The special exemption present on each of the current zones relates to an additional temporary use that permitted a pitch and putt golf course and required accessory structures. This temporary use was permitted until March 1, 2002, and is no longer present on the subject lands.

The proposed severance to add the severed lands to the adjacent property of 1121 Highway 8 conforms to the regulatory permitted uses in the Zoning By-Law, as the lands are vacant for future development.

The applicable zoning regulations of the Agriculture Specialty “AS” Zone are as follows:

Regulation	Requirement	Proposed (1121 Highway 8)
Minimum Lot Area	10 hectares	±5.57 hectares (existing)
Minimum Lot Frontage	150 metres	22.4 metres (existing)
Max Lot Coverage	20%	N/A
Minimum Front Yard	10 metres	N/A
Minimum Side Yard	3 metres	N/A



The applicable zoning regulations of the Rural Commercial “RC” Zone are as follows:

Regulation	Requirement	Proposed at 1019 Highway 8 (Part 2)
Minimum Lot Area	1 hectare	±0.43 ha
Minimum Lot Frontage	60 metres	45.8m (existing condition)
Max Lot Coverage	20%	12%
Minimum Front Yard	10 metres	15.58m
Minimum Side Yard	10 metres	3.72 (house), 1.11m (cooling shed), 3.59m (restaurant) – existing conditions
Minimum Rear Yard	7.5 metres	16.9m
Max Building Height	10.5 metres	2-storey max (dwelling). No new buildings or structures proposed
Min Landscaped Open Space	10%	±30%
Landscape Strip	5 metres wide at street	±5.5m planting strip in ROW (existing condition)

This application will have no built development or physical effect on the lands, and most of the deficiencies on the subject lands are existing conditions – not exacerbated by this application. This is simply a division of land for the purpose of consolidating lands for future development. As such, the following minor variance is required as a result of this severance application.

The following variances are required for Part 2 (retained lands) to facilitate the proposed severance:

- To permit a minimum lot area of 0.40 hectares, whereas 1 hectare is required.

This minor variance application is made under the authority of Section 45(1) of the *Planning Act*. Accordingly, a minor variance must meet the requisite four tests as described in Section 45 (1) of the Act. The tests and professional opinion are outlined below:

**1. Does the proposed variance maintain the intent and purpose of the Urban Hamilton Official Plan.**

The subject lands are designated “Neighbourhoods” as per Schedule E-1 of the Urban Hamilton Official Plan. As previously described the lands are further designated within the Fruitland-Winona Secondary Plan. A small northern portion of the subject lands are designated “Low Density Residential 2”, the southern portion containing the existing restaurant and dwelling are designated “Local Commercial”, and the remainder of the lands are designated “Low Density Residential 3.”

This application has no physical or built effect on the lands as it is merely a land acquisition merger for future development. This severance will still allow for the existing restaurant and dwelling to exist, as permitted, except for lot area size. No new development is proposed. In the future, the lands north of the local commercial designation will be developed in keeping with the Residential designations of the Fruitland-Winona Secondary Plan.

The proposed variance maintains the intent and purpose of the Urban Hamilton Official Plan as the application will facilitate the future direction of development set out by the City of Hamilton.





**2. Does the proposed variance maintain the intent and purpose of the City of Stoney Creek Zoning By-law 3692-92?**

The required variance is to address the lot area of the proposed retained lands at 1091 Highway 8. The Rural Commercial RC Zone applies to previously designated rural areas in Stoney Creek. These areas were typically serviced privately for water and wastewater and as such required much larger parcels to ensure safe use of septic systems. The subject lands have since been provided full municipal services and therefore should no longer need to meet the large rural zoning parcel requirements. These lands have been designated within the Urban Boundary and for future development of commercial and residential land uses.

This application will allow for the continued current permitted uses on the lands to continue with no impact to the surrounding area. As such, the proposed variance maintains the intent and purpose of the City of Stoney Creek Zoning By-law 3692-92.

**3. Is the proposed variance appropriate for the development of the subject lands?**

As noted, there is no physical development or changes proposed on the lands. This application is for the intended purposes of land consolidation to facilitate the future development of the lands in line with the Urban Hamilton Official Plan and Fruitland-Winona Secondary Plan. As the lands are fully serviced municipally, the zoning requirement of a rural lot should no longer need to be met. The variance is appropriate for the existing use, and future development.

**4. Is the proposed variances minor in nature?**

The variance is minor in nature, as the previous requirement is to ensure adequate space of previous rural conditions as they relate to septic and water services. The reduction in the current lot area requirement will still allow for appropriate continued use with landscaping and lot coverage requirements still being met. As the site is now fully serviced – the reduction in required area should be seen as a minor in nature.

## **Conclusion**

The proposed minor variance has been reviewed in the context of the four tests set out under Section 45 (1) of the *Planning Act*. It is my professional opinion that the minor variance and proposed severance of lands meets the general intent of the Urban Hamilton Official Plan, Fruitland-Winona Secondary Plan, and the City of Stoney Creek Zoning By-law 3692-92 and, is appropriate for the future development of the lands as the proposed variance is minor in nature.

As such, we are of professional opinion that the proposed severance is appropriate for the development of the subject lands and has sufficient regard for the matters listed under Section 51 (24) of the *Planning Act*.



I trust that you will find the enclosed satisfactory for your purposes. Please confirm receipt of this submission and we look forward to being scheduled for the next available hearing date. If you have any questions or require additional information, please do not hesitate to contact our office.

Sincerely,

Franz Kloibhofer, MCIP, RPP, BES (Hons.)  
Principal, Planning Manager  
**A.J. Clarke and Associates Ltd.**

Encl.

Cc: [cgalli@rogers.com](mailto:cgalli@rogers.com)



Hamilton

**Committee of Adjustment**

City Hall, 5<sup>th</sup> Floor,  
71 Main St. W.,  
Hamilton, ON L8P4Y5

Phone: (905) 546-2424 ext. 4221

Email: [cofa@hamilton.ca](mailto:cofa@hamilton.ca)

**APPLICATION FOR A MINOR VARIANCE/PERMISSION  
UNDER SECTION 45 OF THE *PLANNING ACT***

**1. APPLICANT INFORMATION**

	NAME
Registered Owners(s)	Milan & Jovanka Petko
Applicant(s)	NGE Land Holdings Inc
Agent or Solicitor	A.J. Clarke & Associates Ltd. c/o Franz Kloibhofer

- 1.2 All correspondence should be sent to ☐ Purchaser ☐ Owner  
☐ Applicant ☒ Agent/Solicitor
- 1.3 Sign should be sent to ☐ Purchaser ☐ Owner  
☐ Applicant ☒ Agent/Solicitor
- 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 be sent by email.

**2. LOCATION OF SUBJECT LAND**

- 2.1 Complete the applicable sections:

Municipal Address	1091 Highway 8, Stoney Creek		
Assessment Roll Number	251800322039400		
Former Municipality	Stoney Creek		
Lot	7	Concession	2
Registered Plan Number	CD94477	Lot(s)	Pt Lt 7
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:

### 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 minimum lot area of 0.40 ha, whereas 1 hectare is required.

☐ Second Dwelling Unit

☐ Reconstruction of Existing Dwelling

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

Severed lands will become part of future development in line with Secondary Plan. See cover letter for greater detail

3.3 Is this an application 45(2) of the Planning Act.

☐ Yes

☒ No

If yes, please provide an explanation:

### 4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION

4.1 Dimensions of Subject Lands:

Lot Frontage	Lot Depth	Lot Area	Width of Street
45.72m	109.7m	0.41 ha	±29.2m

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
Restaurant	±15.58m	±69m	3.59(W)/14.34(E)	1970s
single-detached dwelling	over 50 m	±29 m	26+ (W)/ 3.72(E)	estimates 1910s
cooling shed	over 70m	16.93m	1.11m(W)/ over 29m (E)	1970s

Proposed:

Type of Structure	Front Yard Setback	Rear Yard Setback	Side Yard Setbacks	Date of Construction
none				

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
Restaurant	235m <sup>2</sup>	235m <sup>2</sup>	1	±4m
Single-Detached Dwelling	±99.81m <sup>2</sup>	<200m <sup>2</sup>	1.5	±8 m
Cooling Shed	±98.88	±98.88	1	±4m

Proposed:

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Height
none				

- 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.):  
 Please see cover letter. Joint application with severance of lands. Existing conditions to remain.
- 4.9 Existing uses of abutting properties (single detached dwelling duplex, retail, factory etc.):  
 single detached dwellings and agriculture. Vacant lands to west and east for future development.

## 7 HISTORY OF THE SUBJECT LAND

- 7.1 Date of acquisition of subject lands:  
 1978
- 7.2 Previous use(s) of the subject property: (single detached dwelling duplex, retail, factory etc)  
 dwelling, restaurant, and orchard
- 7.3 Existing use(s) of the subject property: (single detached dwelling duplex, retail, factory etc)  
 dwelling, restaurant, and orchard
- 7.4 Length of time the existing uses of the subject property have continued:  
 orchard (unknown), dwelling (±100 years), restaurant (unknown 50+ years)
- 7.5 What is the existing official plan designation of the subject land?

Rural Hamilton Official Plan designation (if applicable): \_\_\_\_\_

Rural Settlement Area: \_\_\_\_\_

Urban Hamilton Official Plan designation (if applicable) Neighbourhoods/ \_\_\_\_\_

Please provide an explanation of how the application conforms with the Official Plan.

Lands are designated "low density residential 3 and 2", and "local commercial" in Secondary Plan.

- 7.6 What is the existing zoning of the subject land? Rural Commercial (RC-2(T)) & Agriculture Specialty (AS-10(T))
- 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: SC/A-20:65

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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: concurrently submitted severance application

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 attached cover letter. No changes to existing uses and built forms proposed.

## 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

Consent/ Minor Variance justification cover letter

\_\_\_\_\_