

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS  
COMMITTEE OF ADJUSTMENT  
AGENDA**

**Wednesday, January 15, 2020, at 5:30 P.M.**

**Council Chambers, Municipal Office, 3131 Old Perth Rd., Almonte**

**A. CALL TO ORDER**

**B. APPROVAL OF AGENDA**

**C. DISCLOSURE OF PECUNIARY INTEREST**

**D. APPROVAL OF MINUTES**

1. Committee of Adjustment – **Pages 1 to 3**  
Committee motion to approve the Committee of Adjustment minutes from the meeting held on October 16<sup>th</sup>, 2019.
2. Committee of Adjustment – **Pages 4 to 8**  
Committee motion to approve the Committee of Adjustment Minutes from the meeting held on November 20<sup>th</sup>, 2019.

**E. NEW BUSINESS**

None.

**F. HEARINGS**

**1. Application A-20-19 – Pages 9 to 20**

**Owner:** Philip Putman and Cheryl Morris-Putman  
**Legal Description:** Part Block 47 on Registered Plan 27M-88, Being Part 66 on Reference Plan 27R-10682  
**Address:** 267 Merrithew Street  
**Zoning:** Residential Third Density Exception 11 (R3-11)

The owners/applicants are requesting relief from the minimum rear yard setback requirement from 7.5m (24.6ft) to 6.24m (20.5ft) to permit an addition at the rear of the existing dwelling in the Residential Third Density Exception 11 (R3-11) Zone. The proposed addition for a “garden room” would replace and expand on the footprint of an existing deck.

**G. OTHER BUSINESS**

None.

**H. ANNOUNCEMENTS**

None.

**I. ADJOURNMENT**

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS  
COMMITTEE OF ADJUSTMENT  
MINUTES**

**Wednesday, October 16, 2019, at 5:30 P.M.**

**Council Chambers, Municipal Office, 3131 Old Perth Rd., Almonte**

**PRESENT:** Patricia McCann-MacMillan  
Connie Bielby

**ABSENT:** Stacey Blair

**APPLICANTS/PUBLIC:** A-23-19 Stephen Zumbach  
A-24-19 Greg Boyle  
Diane Boyle

**STAFF:** Maggie Yet, Planner 1, Recording Secretary

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Chair of the Committee called the meeting to order at 5:33 p.m.

**A. CALL TO ORDER**

**B. APPROVAL OF AGENDA**

**Moved by Patricia McCann-MacMillan**

**Seconded by Connie Bielby**

**THAT** the agenda for the October 16<sup>th</sup>, 2019 meeting of the Committee of Adjustments be approved.

**CARRIED**

**C. DISCLOSURE OF PECUNIARY INTEREST**

None.

**D. APPROVAL OF MINUTES**

1. September 18<sup>th</sup>, 2019 – Public Meeting

**Moved by Connie Bielby**

**Seconded by Patricia McCann-MacMillan**

**THAT** the Committee of Adjustment approve the minutes of September 18<sup>th</sup>, 2019 meeting as presented.

**CARRIED**

**E. NEW BUSINESS**

None.

**F. HEARINGS**

1. **Application**

**A-23-19**

**Owner/Applicant:**

Stephen Zumbach

**Legal Description:**

East Half Lot 7, Concession 6, Being Part 1 on Reference Plan 26R-1979

**Address:** 787 Ramsay Concession 7A  
**Zoning:** Rural (RU)

The owner/applicant is requesting relief from the minimum side yard setback for an accessory structure from 6m (19.7ft) to 1.52m (5.0ft) to permit a detached garage and shipping container within the Rural (RU) Zone. The shipping container will be used for storage.

The Chair opened the floor to comments. Mr. Zumbach sought clarification on the recommended condition by Staff to screen in and paint the shipping container. Ms. Yet responded that the intent of the condition is to minimize the visual impact of the shipping container. Mr. Zumbach asked if the shipping container could be painted to match the existing dwelling, rather than the treeline as recommended in the staff report. Ms. Yet clarified that it would be acceptable as long as the shipping container was painted in a neutral colour to match the surroundings or the existing structures on the subject property.

The Committee passed the following motion:

**Moved by Patricia McCann-MacMillan**

**Seconded by Connie Bielby**

**THAT** the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described East Half Lot 7, Concession 6, Being Part 1 on Reference Plan 26R-1979, Ramsay Ward, Municipality of Mississippi Mills, municipally known as 787 Ramsay Concession 7A, to reduce the minimum side yard setback for a detached garage and shipping container from 6m (19.7ft) to 1.52m (5.0ft), subject to the following conditions:

1. That the Minor Variance is approved based on the plans submitted;
2. That the owners obtain all required building permits; and
3. That the shipping container be screened in by the treeline on the western lot line and painted to minimize the storage container's visual impact, and in 8 months; and
4. That eavestroughing be installed on the detached garage.

**CARRIED**

2. **Application** **A-24-19**  
**Owner(s):** 247632 Ontario Inc.  
**Applicant:** Tausha Hellyer  
**Legal Description:** Part Lot 14, Concession 10, Being Lot 61 on Registered Plan 27M-88  
**Zoning:** Residential First Density Exception 20 (R1-20)

The applicant is requesting relief from the minimum front yard setback for an attached garage from 6.0m (19.7ft) from the front lot line to 4.95m (16.2ft) to legally permit the construction of a single detached dwelling with an attached garage within the Residential First Density Exception 20 (R1-20) Zone.

The Chair opened the floor to comments. The buyers of the subject property were in attendance but did not provide comments. C Bielby asked if the subject application would lead to a precedent for subsequent lot development along Spring Street in the Riverfront Estates subdivision. Ms. Yet clarified that it would not and that the applicant has stated that future development along Spring Street in the subdivision would adhere to the provisions of the R1-20 Zone.

The Committee passed the following motion:

**Moved by Patricia McCann-MacMillan**

**Seconded by Connie Bielby**

**THAT** the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Part Lot 14, Concession 10, Being Lot 61 on Registered Plan 27M-88, Almonte Ward, Municipality of Mississippi Mills, to reduce the minimum front yard setback for an attached garage from 6m (19.7ft) to 4.95m (16.2ft), to permit the construction of a single detached dwelling with an attached garage, subject to the following conditions:

1. That the Minor Variances are approved based on the plans submitted;
2. That the owners obtain all required building permits; and
3. That the builder construct two car garages with 5.2m (17ft) wide garage doors.

**CARRIED**

**G. ANNOUNCEMENTS**

Ms. Yet announced that the Municipality has received an appeal on Minor Variance application A-21-19.

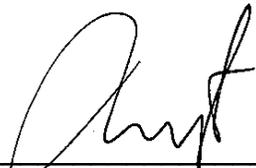
**H. ADJOURNMENT**

**Moved by Patricia McCann-MacMillan**

**Seconded by Connie Bielby**

**THAT** the meeting be adjourned at 5:56p.m. as there is no further business before the committee.

**CARRIED**



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Maggie Yet, Recording Secretary

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS  
COMMITTEE OF ADJUSTMENT & PROPERTY STANDARDS  
MINUTES**

**Wednesday, November 20, 2019, at 5:30 P.M.**

**Council Chambers, Municipal Office, 3131 Old Perth Rd., Almonte**

**PRESENT:** Patricia McCann-MacMillan (Chair)  
Stacey Blair

**ABSENT:** Connie Bielby (with regrets)

**APPLICANTS/PUBLIC:** A-25-19: Jeanne Barr  
A-26-19: David & Cyndi Porter  
Janet Gibson  
Gwen Wark  
Kathy Johns  
Todd Purdy  
A-27-19: Kim Walker-McTaggart  
Norm & Dodi Allen  
Kristen Cavanagh-Ray  
Paul Belhumeur  
Jacob Johnston

**STAFF:** Niki Dwyer, Director of Planning  
Maggie Yet, Planner 1, Recording Secretary

Chair of the Committee called the meeting to order at 5:34 p.m.

**A. APPROVAL OF AGENDA**

Moved by Stacey Blair

Seconded by Patricia McCann-MacMillan

**CARRIED**

**B. DISCLOSURE OF PECUNIARY INTEREST**

None.

**C. APPROVAL OF MINUTES**

**1. October 18<sup>th</sup>, 2019 PUBLIC MEETING**

Moved by Patricia McCann-MacMillan

Seconded by Stacey Blair

**THAT the approval of the Minutes be deferred until the next meeting of the Committee of Adjustment**

**CARRIED**

**D. NEW BUSINESS**

None.

## E. HEARINGS:

### 1. Minor Variance Application A-25-19

**Owner/Applicant:** Jeanne & Neil Barr  
**Legal Description:** Lot 11, Concession 12, Being Part 2 on Reference Plan Plan 26R2373  
**Address:** 1436 12<sup>th</sup> Concession South Pakenham  
**Ward:** Pakenham  
**Zoning:** Agricultural (A)

The owner/applicant is requesting relief from the minimum front yard setback from 9.0m (29.52ft) to 5.79m (19ft) to legally permit the replacement of an existing cold storage and new construction of an addition to the side of an existing non-farm residential dwelling within the Agricultural (A) Zone.

The Chair opened the floor to comments. The Owner provided a description of building plans and the requested relief. The Chair requested Planning Staff provide additional clarity regarding the application. A discussion with the Committee members, the applicant and Staff ensued regarding the condition recommended by Staff for a location survey to confirm the encroachment. The Director of Planning proposed that if the Committee believed it to be appropriate, that the condition could be removed based on the confidence of the Owner in the location of the structure. The Committee took to a vote and passed the following motion:

**THAT the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Lot 11, Concession 12, Being Part 2 on Reference Plan 26R2373, Pakenham Ward, Municipality of Mississippi Mills, municipally known as 1436 12<sup>th</sup> Concession South Pakenham, to permit the expansion of a legal non-complying cold storage and new addition to a non-farm residential dwelling, subject to the following conditions:**

1. That the Minor Variance is approved based on the plans submitted;
2. That the owner obtains all required building permits.

**CARRIED**

### 2. Minor Variance Application A-26-19

**Owner/Applicant:** David Porter  
**Legal Description:** Concession 2, Lot 24, Being Part 1 on Reference Plan 26R2849  
**Address:** 1033 Bellamy Mills Road  
**Ward:** Ramsay  
**Zoning:** Rural (RU)

The applicant is requesting relief from the Home-Based Business – Rural Business provision to permit a catering establishment within the Rural (RU) Zone. The catering establishment would be located within the existing residential dwelling.

The Chair opened the floor to comments. The Owner confirmed the requested relief. Without further discussion, the Committee passed the following motion:

**THAT the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Lot 24, Concession 2, Being Part 1 on Reference Plan 26R2849, Ramsay Ward, Municipality of Mississippi Mills, municipally known as 1033 Bellamy Mills Road, to include a catering establishment as a permitted use within the Home Based Business – Rural Business provision, subject to the following conditions:**

1. That the Minor Variance is approved based on the plans submitted;
2. That the owner obtains all required building and Health Unit permits.

**CARRIED**

**3. Minor Variance Application A-27-19**

**Owner/Applicant:** Roger Vanderbraak  
**Legal Description:** Lot 131, Mitcheson Section, Plan 6262  
**Address:** 64 Waterford Street  
**Ward:** Almonte  
**Zoning:** Residential Second Density (R2)

The applicant is requesting relief from the permitted projection provisions for a canopy from 1.8m but not closer than 3m to a lot line, to 0.086m (8.6cm) from a lot line to legally permit a canopy within the Residential Second Density (R2) Zone. The canopy is located in the interior side yard of the subject property and serves as a roof for a door of a non-conforming attached garage.

The Chair opened the floor to comments. The Owner provided a description of the requested relief and questioned the conditions recommended by Staff for a location survey to verify the encroachment of the canopy projection and eaves troughing. A discussion ensued between the Committee, Planning Staff and the Owner. The Owner provided to the Committee a letter from the adjacent property owner stating no objection to the canopy. The Director of Planning stated that Public Works did not have concerns regarding the application and that if the canopy were to be found non-compliant, it could be altered, removed or could apply for consent from the Land Division Committee. Following, the Committee passed the following motion:

**THAT the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Lot 131, Mitcheson Section, Plan 6262, Almonte Ward, Municipality of Mississippi Mills, municipally known as 64 Waterford Street, to reduce the minimum required setback for a canopy projection from 3m from a lot line to 0m to permit a canopy over the side doo of a non-conforming attached garage, subject to the following conditions:**

1. That the Minor Variance is approved based on the plans submitted;
2. That the owner obtains all required building permits.

**CARRIED**

**4. Property Standards Appeal A19-1290**

**Appellant:** Kim Walker-McTaggart  
**Legal Description:** Lot 4, Teskey Section, Plan 6262  
**Address:** 170 Augusta Street  
**Ward:** Almonte

The appellant, Kimberly Walker-McTaggart is appealing an Order to Remedy issued October 7, 2019 regarding the property municipally known as 170 Augusta Street in Almonte Ward, Municipality of Mississippi Mills.

The Chair began proceedings by reading a statement and affirmed the Director of Planning prior to testimony. The Director of Planning submitted the Staff Report dated November 20<sup>th</sup>, 2019 as Exhibit A. The Director of Planning provided a summary of the of the file, further adding that the Municipality has had difficulty locating the records of the bylaw enforcement officers and that the Order to Remedy addresses the issue of free-feeding animals but does not include complaints around garbage on the subject property.

The appellant provided sworn testimony. The appellant's written notes were accepted into evidence as Exhibit E. The appellant's testimony pertained to the purpose and intent of her practice of leaving food outside and the impacts of the practice in her opinion. The appellant further noted she had no knowledge of the complaints pertaining to garbage and smell on the subject property.

Following, Ms. Kristen Cavanagh-Ray of 162 Augusta Street provided comments to the Committee and a set of images dated April 23<sup>rd</sup>, 2019 and November 20<sup>th</sup>, 2019. Ms. Cavanagh-Ray's images were accepted into evidence as Exhibit B and written notes accepted as Exhibit D. Ms. Cavanagh-Ray provided a timeline from June 2016 to November 18, 2019 detailing her observations, concerns, and interactions with the appellant, by-law enforcement and municipal staff. Ms. Cavanagh-Ray concluded with a request to the Committee to amend the Order to Remedy to include the removal of garbage and the derelict vehicle from the subject property.

Following, Mr. Norm Allen of 178 Augusta Street provided comments. Mr. Allen's written notes and attached image were accepted into evidence as Exhibit C. Mr. Allen provided a timeline from May 2018 to August 8, 2019 detailing observations, communication to municipal staff and bylaw enforcement officers, and consequences suffered by the Mr. and Mrs. Allen from the presence of skunks believed to be drawn in by the food left by the appellant on the adjacent property. Mr. Allen further added that he had not asked for the Order issued August 13, 2018 to be rescinded and that he believed the food left by the appellant to attract stray cats did not so much attract stray cats but neighbourhood cats.

Having heard the above sworn testimonies and submissions, the Committee proceeded with discussion. The Committee members agreed with the comments

provided by Ms. Cavanagh-Ray and Mr. Allen and that the Order to Comply issued October 7, 2019 should further be amended to include the removal of garbage and debris from the subject property. The Committee discussed the vehicle on the subject property, however it was determined that it is not considered derelict as it remains licensed and operable.

The Committee passed the following:

That the items of the 'Order to Remedy', dated October 7, 2019, issued against the subject property remains outstanding and continues to be in non-compliance with Property Standards Bylaw 03-35.

Therefore, the Property Standards Appeal Committee makes the following 'Order' with respect to the 'Order to Remedy' dated October 7, 2019, pertaining to 170 Augusta Street, Almonte Ward:

**THAT the 'Order to Remedy' be modified as follows:**

1. **That all the Items of the 'Order to Remedy' for 170 Augusta Street, Almonte Ward, must be completed on or before December 20<sup>th</sup>, 2019;**
2. **That the 'Order to Remedy' be confirmed as modified:**
  - a. **That the owner cease and desist the practice of leaving food outdoors that attract rodents, skunks, racoons or other animals in accordance with Section 2.1.1 and 2.2.1(5) of the Property Standards By-law 03-35;**
  - b. **That all unenclosed garbage and debris on the property be removed from the site in accordance with Section 2.2.1(1) of the Property Standards By-law 03-35.**

**CARRIED**

**F. OTHER BUSINESS**

None.

**G. ANNOUNCEMENTS**

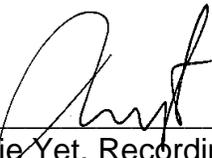
None.

**H. ADJOURNMENT**

**Moved by Stacey Blair**

**Seconded by Patricia McCann-MacMillan**

**THAT the meeting be adjourned at 7:37 p.m. as there is no further business before the Committee.**




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Maggie Yet, Recording Secretary

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**  
**PLANNING REPORT**

**MEETING DATE:** Wednesday January 15, 2020 @ 5:30pm  
**TO:** Committee of Adjustment  
**FROM:** Maggie Yet – Planner 1  
**SUBJECT:** **MINOR VARIANCE APPLICATION A-01-20 (D13-PUT-20)**  
**Part Block 47 on Registered Plan 27M-88, Being Part 66 on**  
**Reference Plan 27R-10682**  
**Almonte Ward, Municipality of Mississippi Mills**  
**Municipally known as 276 Merrithew Street**  
**OWNER/APPLICANT:** Philip Putman and Cheryl Morris-Putman

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**RECOMMENDATION:**

**THAT the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Part Block 47 on Registered Plan 27M-88, being Part 66 on Reference Plan 27R-10682, Almonte Ward, Municipality of Mississippi Mills, municipally known as 276 Merrithew Street, to reduce the minimum required rear yard setback from 7.5m (25ft) to 6.24m (20.5ft) in order to permit the construction of an addition at the rear of the existing dwelling, subject to the following conditions:**

- 1. That the Minor Variance is approved based on the plans submitted; and**
- 2. That the Owners obtain all required building permits.**

**PURPOSE AND EFFECT**

The owners/applicants are requesting relief from the minimum rear yard setback requirement from 7.5m (24.6ft) to 6.24m (20.5ft) to permit an addition at the rear of the existing dwelling in the Residential Third Density Exception 11 (R3-11) Zone. The proposed addition for a “garden room” would replace and expand on the footprint of an existing deck. The Minor Variance request is outlined below:

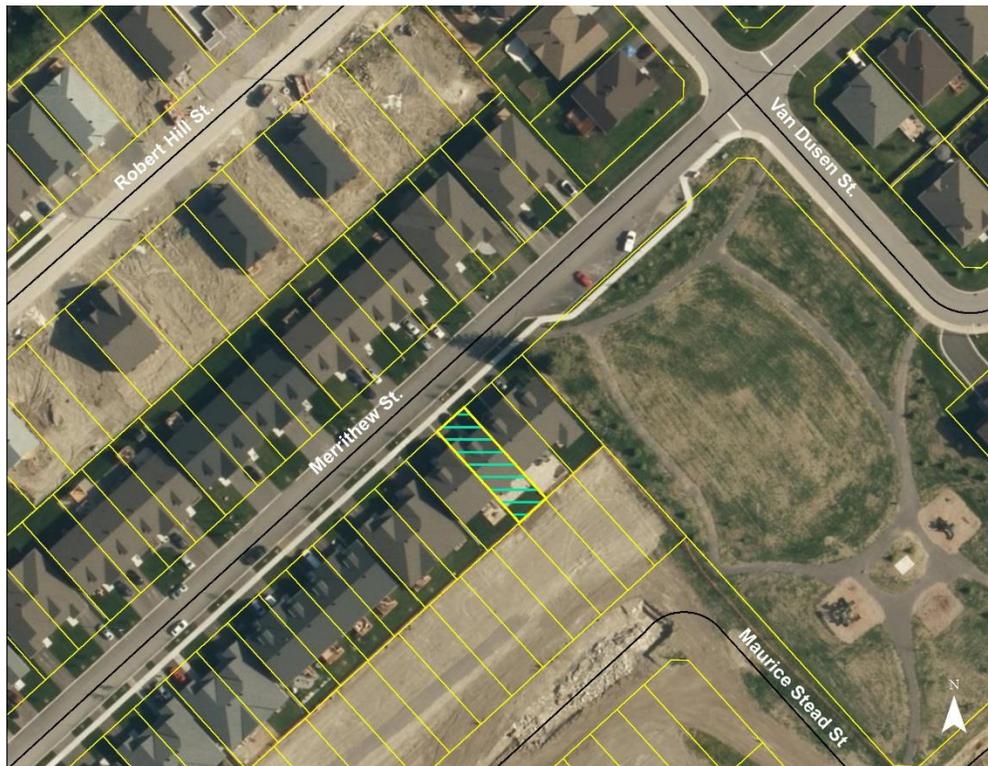
**Table 1 – Requested Relief from Zoning By-law #11-83**

<b>Section</b>	<b>Zoning Provision</b>	<b>By-law Requirement</b>	<b>Requested</b>
15.4.11(4)	Notwithstanding the R3 zoning, lands designated as R3-11 on Schedule ‘A’ to this by-law, may be used in compliance with the R3 zone provisions contained in this by-law, the following provisions shall apply:	The minimum rear yard setback shall be <b><u>7.5m (24.6ft).</u></b>	The minimum rear yard setback shall be <b><u>6.24m (20.5ft).</u></b>

## **DESCRIPTION OF SUBJECT LANDS**

The subject property is located on Merrithew Street within the Riverfront Estates Subdivision, within Almonte Ward. The property is 276.96m<sup>2</sup> (0.068ac) in size with a frontage of 9.14m (30ft). The property is occupied by a townhouse unit, with an attached garage and currently features a deck in the rear yard. The existing deck will be replaced by a proposed addition at the rear of the dwelling for a 'garden room/sun room.' The addition will increase and expand on the footprint of the deck by ±4.09m<sup>2</sup> (44ft<sup>2</sup>). The property is generally surrounded by low and medium density residential uses. The location of the subject property is depicted in the following aerial photo:

**Figure 1. – Aerial Photo of Property (2017)**



## **SERVICING & INFRASTRUCTURE**

The subject property is serviced by municipal water and sewer services and has driveway access from Merrithew Street, a municipally owned and maintained road. The municipal servicing and infrastructure demands would not change as a result of the application.

## **COMMENTS FROM CIRCULATION OF THE APPLICATION**

### **COMMENTS FROM INTERNAL CIRCULATION**

Comments received based on the circulation of this application have been summarized below:

**CAO:** No comments.

**CBO:** No concerns or objections.

**Fire Chief:** No comments received.

**Director of Roads and Public Works:** No objection provided the proponent respects the grading and drainage identified on the site plan for this property.

**Recreation Coordinator:** No concerns.

## **COMMENTS FROM EXTERNAL AGENCIES**

No comments received.

## **COMMENTS FROM THE PUBLIC**

Planning Staff received comments from residents of 278 Merrithew Street with concerns regarding the proposal's impact on privacy and sunlight. Specifically, the residents were concerned that the height and design of the structure would negatively impact the privacy of their backyard and that the structure would cast a shadow, thus limiting sunlight exposure.

## **EVALUATION**

### **FOUR TESTS**

Section 45 of the *Planning Act* provides the Committee of Adjustment with the authority to grant relief from the requirements of a municipal zoning by-law. In properly evaluating such requests, the Committee needs to be satisfied that the proposal meets the four (4) tests set out in the *Planning Act*. Staff comments concerning the application of the four (4) tests to this Minor Variance request are as follows:

#### **1. Does the proposal maintain the intent of the Official Plan?**

The subject property is designated 'Residential' in the Municipality's Community Official Plan (COP). The Residential designation permits low and medium density residential uses and accessory uses. The Municipality's COP does not specifically address or contain policies related to minimum rear yard setbacks for properties located within the Residential designation. As such, the requested variance conforms to the general intent and purpose of the COP.

#### **2. Does the proposal maintain the intent of the Zoning By-law?**

The subject property is zoned "Residential Third Density Exception 11 (R3-11)" by the Municipality's Comprehensive Zoning By-law #11-83. The R3-11 Zone permits townhouse dwellings in accordance with the R3 Zone provisions with special exception provisions in relation to lot size and coverage, building height, frontage, and front, interior side, exterior side, and rear yard setbacks. The owners are applying to reduce the rear yard requirement to legally permit a 7.43m<sup>2</sup> (80ft<sup>2</sup>) addition to the rear of the existing dwelling.

#### **Minimum Rear Yard Setback Requirement**

The intent of the minimum rear yard setback requirement for dwellings is to ensure that there is sufficient separation between the building and the rear lot line in order to allow for maintenance around the building, prevent runoff onto neighbouring properties, mitigate any potential visual and privacy impacts between neighbouring properties, and maintain appropriate amenity space for the owners.

*Maintenance:* The requested relief will encroach into the required 7.5m rear yard setback setback by 1.26m (4.13ft) is not expected to interfere with maintenance of the subject property. As such, the rear yard will maintain a setback of 6.24m which will provide adequate room for maintenance purposes.

*Runoff:* The proposed structure will replace and expand on the footprint of an existing 6'x6' deck. The current deck will be removed and replaced with a 10'x8' addition for a sun/garden room. Given the size and direction of the roof slope of the proposed addition, Staff do not anticipate negative impacts from runoff on adjacent properties.

*Privacy Impacts:* The minor variance would reduce the minimum setback from 7.5m (24.6ft) to 6.24m (20.5ft). The relief would allow the construction of a single-storey addition to the rear of the existing dwelling with a height of 12.73ft. The proposed addition will maintain the existing deck height at 2'11". From the south elevation, two rows of windows are proposed: 42" windows at 2'11" above grade (at the level of the existing deck) and 32" windows at 6'10½" above the existing level of the deck and 9'9 ½" above grade. Given the proposed addition is comprised of a single-storey which maintains the level of the existing deck, Staff foresees minimal privacy impacts on adjacent neighbours.

*Amenity Space:* The proposed structure will encroach into the rear yard setback by 1.26m which would leave 6.24m of sufficient landscaped amenity space for the use and enjoyment of the owners. Additionally, proposed garden room will act as an extension of the outdoor living space which can be used year-round and provide better protection from weather elements.

Additionally, Staff examined the impacts to sunlight exposure as a result of the proposed addition following concerns from adjacent property owners. Using SketchUp, a 3D modelling software, Staff created a rough model of the existing townhouse block, the proposed addition and the existing 6' fence on the subject property. Staff then proceed to analyze the impact of the addition's shadow over four dates throughout the year (January 1, April 1, July 1 and October 1) at five points in time (8am, 11am, 2pm, 5pm and 7pm). Results of the shadow impact assessment are attached in Schedule C. From the assessment, Staff is of the opinion the impact of the shadow casted from the proposed addition will negligibly impact adjacent properties.

Given the above, Staff is of the opinion that the Minor Variance in question maintains the intent of the Zoning By-law #11-83.

### **3. Is the proposal desirable for the appropriate development of the lands in question?**

The proposal is desirable for the appropriate development and use of the land as it would permit a small addition to the rear of the existing dwelling, thereby maximizing the owners' personal enjoyment and use of the land.

The proposal is desirable within the context of the neighbourhood and the Municipality as a whole as there are no foreseeable negative impacts as a result of the proposed variance. As noted, the setback will have no additional impacts on maintenance, runoff, amenity space, privacy and sunlight exposure on the subject property and adjacent properties. Due to the site-specific nature of property (i.e. the location of the existing and proposed structure, its size, and the negligible impacts), the proposal would not set a precedent for future applications where

these features are not present. Therefore, Staff is of the opinion that the proposal is a desirable and appropriate development of the subject lands.

#### **4. Is the proposal minor?**

The proposed variance to the minimum rear yard setback would reduce the requirement from 7.5m (25ft) to 6.24m (20.5ft), resulting in a requested relief of 1.26m (4.13ft). Staff do not consider the request significant from a quantitative standpoint. The proposal demonstrates no foreseeable maintenance, runoff, and privacy impacts to the property in question or those neighbouring. Staff is therefore of the opinion that the requested variance is considered to be minor in nature.

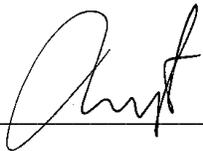
#### **CONCLUSION**

Overall, Staff supports the Minor Variance application. The variances would allow the owners to maximize the use and enjoyment of their property with no foreseeable impacts. Staff believes that Minor Variance Application A-01-20 meets the four (4) tests for evaluating a Minor Variance as established under the *Planning Act*. Planning Staff therefore recommends that the Minor Variance be granted, provided the Committee is satisfied that any issues raised at the public hearing do not require additional Staff evaluation and comment, the submission of additional information, or the application of conditions other than as follows:

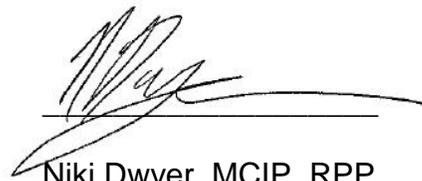
- 1. That the Minor Variances are approved based on the plans submitted; and**
- 2. That the Owners obtain all required building permits.**

All of which is respectfully submitted by,

Reviewed by,



Maggie Yet  
Planner 1



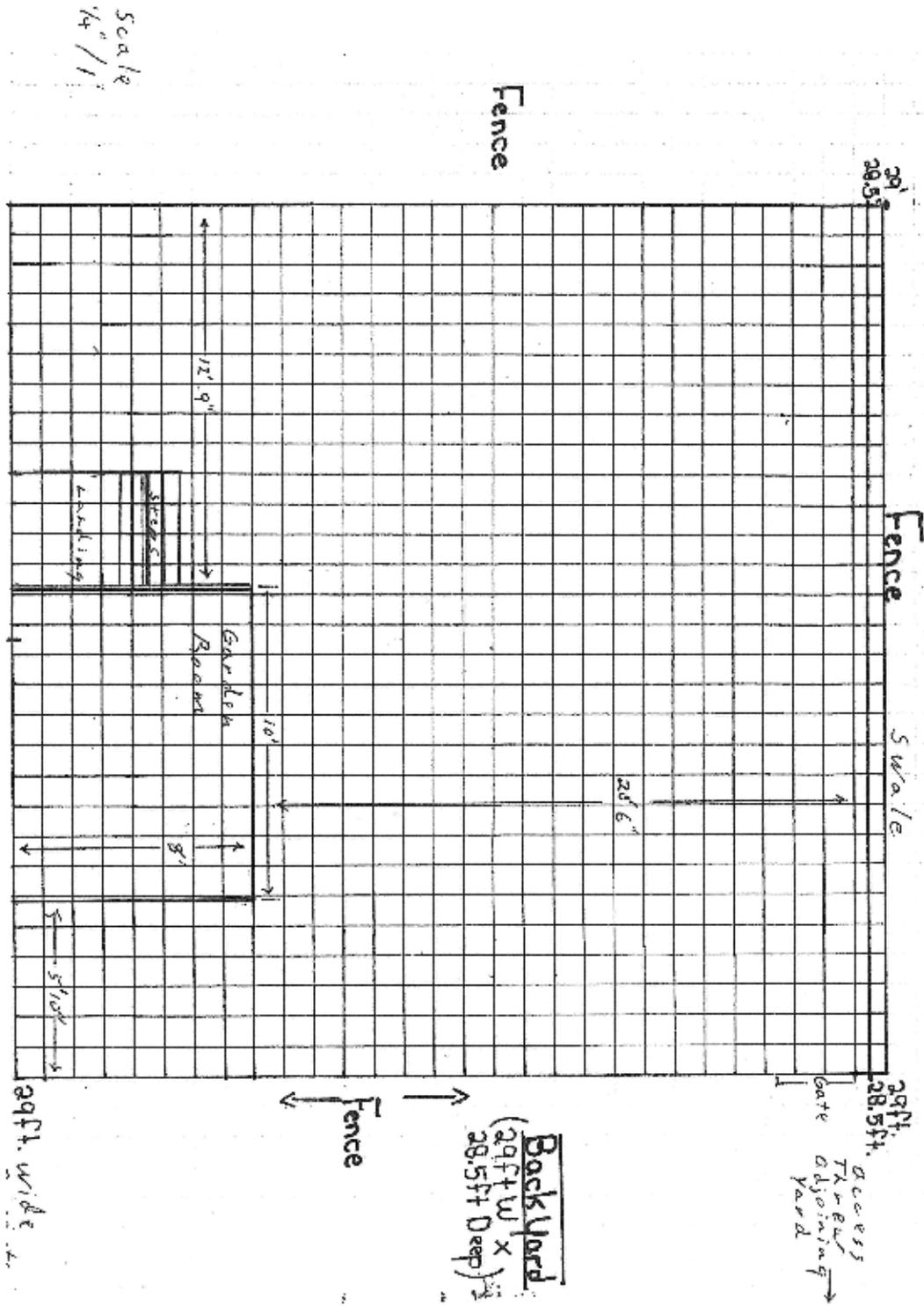
Niki Dwyer, MCIP, RPP  
Reviewed by Director of Planning

#### **ATTACHMENTS:**

SCHEDULE A – Site Plan  
SCHEDULE B – Elevations  
SCHEDULE C – Shadow Impact Assessment  
SCHEDULE D – Site Photos

**Schedule A Site Plan**

(Submitted by Applicant)



(Site Plan for Townhouse Block from 2015 Building Permit file)



# Schedule B Elevations

### GENERAL NOTES

- CONTRACTOR IS RESPONSIBLE TO CHECK AND VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORK. ANY DISCREPANCY, ERRORS OR OMISSIONS SHOULD BE REPORTED TO DESIGNER BEFORE PROCEEDING WITH WORK.
- CONTRACTOR TO VERIFY ALL WINDOW & DOOR SIZES WITH WINDOW SUPPLIER PRIOR TO FRAMING OPENINGS.
- WINDOW & DOOR SIZES AND ROUGH OPENING DIMENSIONS SHALL BE TAKEN FROM MANUFACTURER'S SPECIFICATIONS.
- ALL WORK TO BE IN COMPLIANCE WITH ALL CODES, REGULATIONS AND BY-LAWS.
- DESIGN DRAWINGS TO BE READ IN CONJUNCTION WITH ANY ENGINEERING, MECHANICAL AND ELECTRICAL DRAWINGS & SPECIFICATIONS.
- ALL DIMENSIONS TO FACE OF STUD, UNLESS OTHERWISE NOTED.
- ALL EXTERIOR WINDOW & DOOR OPENINGS SHALL BE SEALED WITH LOW EXPANSION SPRAY FOAM INSULATION AND MANUFACTURER'S INSTRUCTIONS TO MAINTAIN A CONTINUOUS AIR BARRIER SYSTEM.
- EXTERIOR SIDING TO BE INSTALLED AS PER MANUFACTURERS INSTRUCTIONS.

### FLASHING

- FLASHING IS REQUIRED UNDER ALL JOINTED SILLS AND OVERHEADS OF WINDOWS AND DOORS IN EXTERIOR WALLS IF DISTANCE BELOW EAVE IS MORE THAN 1/2" ROOF OVERHANG.
- FLASHING IS REQUIRED AT INTERSECTIONS OF ROOFS AND WALL VALLIES.
- FLASHING BETWEEN ROOF SHINGLES AND WALL SIDING 2" GA. GALVANIZED METAL 3" UP BEHIND SIDING AND EXTEND 3" HORIZONTALLY.

### HEATING SYSTEM

1. EXISTING HEATING SYSTEM TO BE EXTENDED TO SUNROOM AS NEEDED.

### PLUMBING SYSTEM

NA

### FOOTINGS & FOUNDATION

- FOOTINGS TO CONFORM TO CBC 2012 SECTION 9.1.5, AND CAN-CSA-646-92 CONSTRUCTION OF PRESERVED WOOD FOUNDATIONS.
- FOOTINGS TO REST ON MIN. 5" GRANULAR A ON BEDROCK, OR UNDISTURBED SOIL WITH MIN. BEARING CAPACITY OF 100KSF, MIN. 4'-0" BELOW FINISHED GRADE.
- ALL WOOD FRAMING LUMBAR FOR PAV FOUNDATION TO MEET CAN-CSA-5406-92. ALL PLYWOOD SHALL BE MARQUEE TYP-FIX PLYWOOD, AND SHALL BE MANUFACTURED IN ACCORDANCE WITH CSA STANDARD 01.21.1 OR CSA STANDARD 01.51.
- FOUNDATION FRAMING LUMBAR SHALL NOT BE NOTCHED, BORED, DRILLED OR CUT TO ALLOW FOR ELECTRICAL OR PLUMBING.
- ALL FOUNDATION FRAMING LUMBAR CUT TO SIZE SHALL HAVE CUT EDGES TREATED WITH TWO APPLICATIONS OF COPPER NAPHTHENE PRESERVATIVE. THIS APPLICATION SHALL BE BY BRUSHING, SPRAYING, OR DIPPING.

### WOOD FRAMING

- ALL WOOD FRAMING LUMBAR TO OBC STANDARD SIZES OF JOISTS, LINTELS, ETC. INDICATED ON DRAWINGS, SPECIFIED AS PER SPF NO 1 & 2 OR BETTER, UNLESS OTHERWISE NOTED.
- ALL BEAMS TO HAVE MINIMUM 3/2" END BEARING.
- PROVIDE SOLID BLOCKING BENEATH ALL WALLS PARALLEL TO FLOOR JOISTS, AS PER MANUFACTURERS INSTRUCTIONS.
- ALL TR FLOOR JOISTS TO BE INSTALLED AS PER MANUFACTURERS INSTRUCTIONS.

### ROOF CONSTRUCTION

- START STRIP NO. 85, 4.2 Kg/24. M. ROLL ROOFING OR ROOFING SHINGLES OF SAME WEIGHT AND QUALITY AS USED ON ROOF LAD WITH TABS FACING UP ROOF SLOPE.
- COVERAGE: ASPHALT SHINGLES, SLOPES OF 1 IN 3 OR GREATER, SHALL BE NOT LESS THAN 2 THICKNESSES OF SHINGLE OVER THE ENTIRE ROOF, DISREGARDING CUTOUPS. SLOPES OF LESS THAN 1 IN 3, SHALL EXCEPT FOR THE FIRST 2 COURSES, BE NOT LESS THAN 3 THICKNESSES OF SHINGLE OVER THE ENTIRE ROOF, DISREGARDING CUTOUPS.
- ROOF SHEATHING 1/2" PLYWOOD WITH 1/4" CLIPS
- ROOF EDGE SUPPORTS TO BE 2" X 2" BLOCKING MIN.



**STRAWHAVEN PROPERTIES & DESIGNS**  
100 Merritt St. Coquitlam BC V3K 3H8 • 616-271-2448 • BCN 41006

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The contractor assumes the responsibility to check and verify all dimensions and report any errors or omissions to the designer in writing. The drawing may be used for construction and permit purposes only when signed and dated.

NO.	DESC.	DATE
1	PERMIT SET	23 NOV 2019
REVISIONS		

**INDEX**

- A-0 COVER SHEET
- A-1 SOUTH ELEVATION
- WEST ELEVATION
- SUNROOM PLAN
- EAST ELEVATION
- A-2 SECTION
- STAIR PLAN
- STAIR SECTION
- DECK PLAN DETAIL
- DECK SECTION DETAIL

**WINDOW SCHEDULE**

NO.	RD WIDTH	RD HEIGHT	SILL HEIGHT	ELEV.	QTY	COMMENTS	LINTEL
1	16	32	VARIES	A	6	CASEMENT EK 25	2 FLY 2" X 4"
2	16	43	2	A	4	CASEMENT EK 25	2 FLY 2" X 4"
3	23	23	65.5	B	1	FIXED, ROUND EK 25	2 FLY 2" X 4"
4	31	31	65.5	B	1	FIXED, ROUND EK 25	2 FLY 2" X 4"

WINDOWS TO MATCH EXISTING DOUBLE GLAZED LOW E, ARGON, FOR 2X6 WALL, 1/2" DRYWALL RETURN, J CHANNEL, MAX U-VALUE: 1.0 WINDOWS, 2.0 SLOUGHTS

**DOOR SCHEDULE**

NO.	RD WIDTH	RD HEIGHT	QTY	COMMENTS	LINTEL
1	49	81	1	INSULATED ENTRY DOOR, RFL 1 SIDE LITE	2 FLY 2" X 4"

**C MORRIS & P PUTMAN**  
**SUNROOM ADDITION**  
276 MERRITHW ST  
ALMONTE, ON KOA 1A0

COVER SHEET

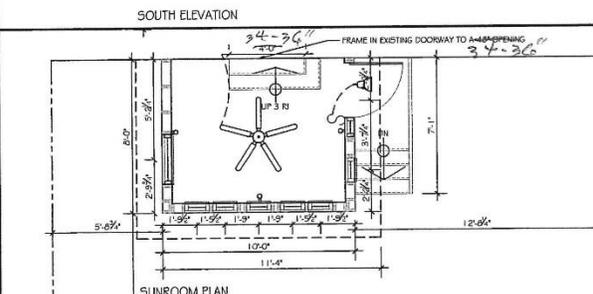
DRAWN BY: MELANIE SMITH  
BCN 40034

SCALE: \_\_\_\_\_ DATE: 23 NOV 2019

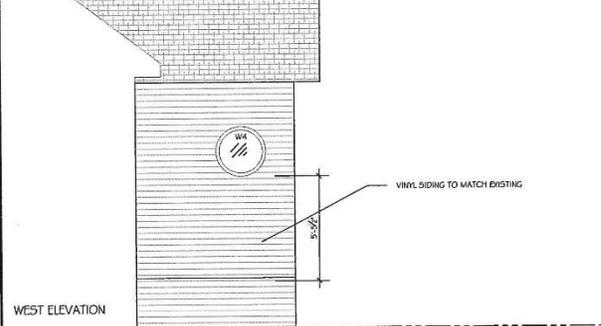
A-0



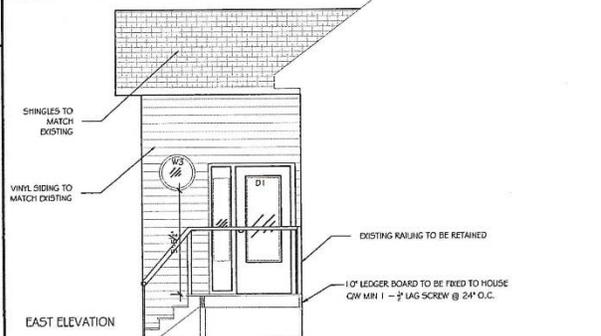
**SOUTH ELEVATION**



**SUNROOM PLAN**



**WEST ELEVATION**



**EAST ELEVATION**

**C MORRIS & P PUTMAN**  
**SUNROOM ADDITION**  
276 MERRITHW ST  
ALMONTE, ON KOA 1A0

**SOUTH ELEVATION**  
**WEST ELEVATION**  
**SUNROOM PLAN**  
**EAST ELEVATION**

SCALE: 1/4" = 1'-0" DATE: 23 NOV 2019

A-1

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**MELANIE SMITH**  
BCN 40034

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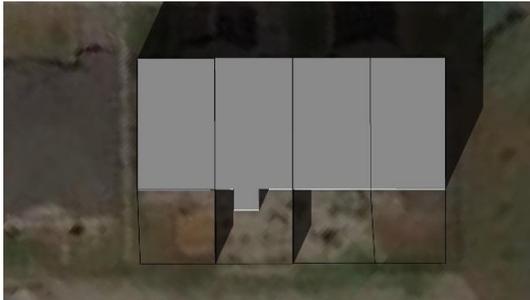


**Schedule C** Shadow Impact Assessment  
**JANUARY 1**

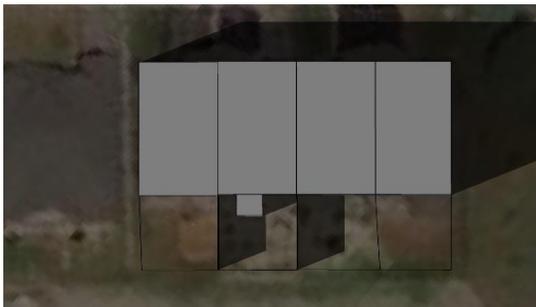
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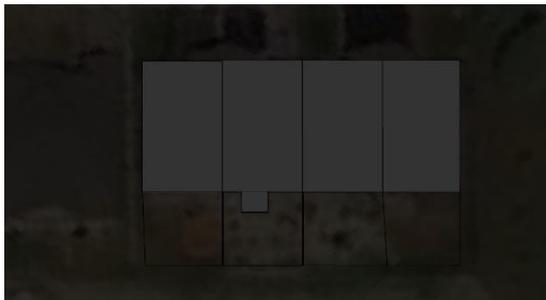
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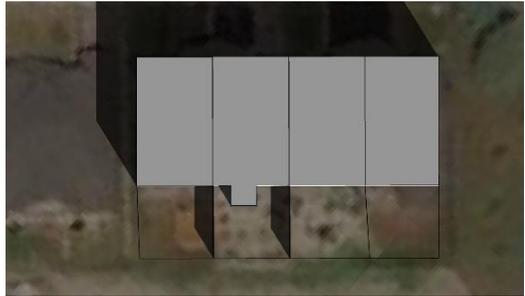


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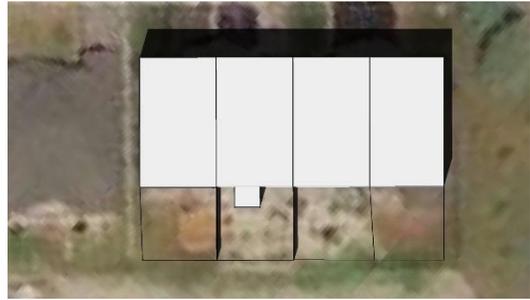


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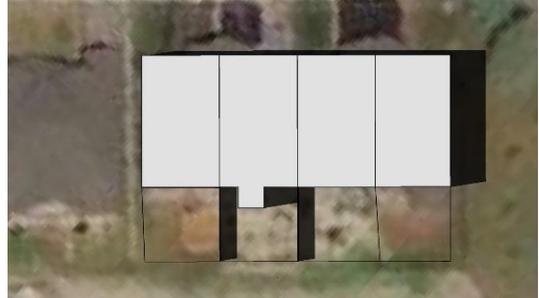
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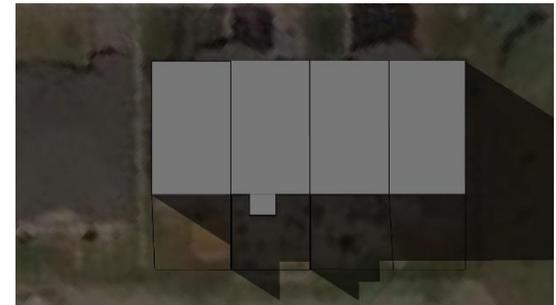
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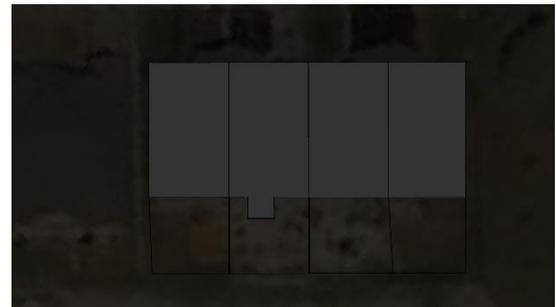
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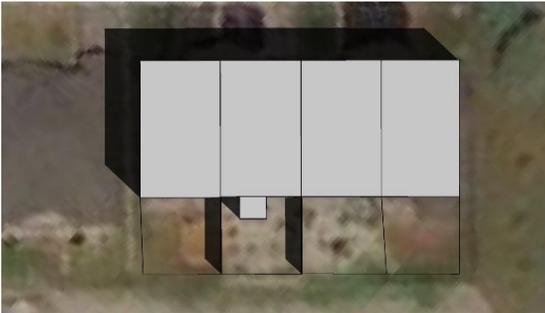
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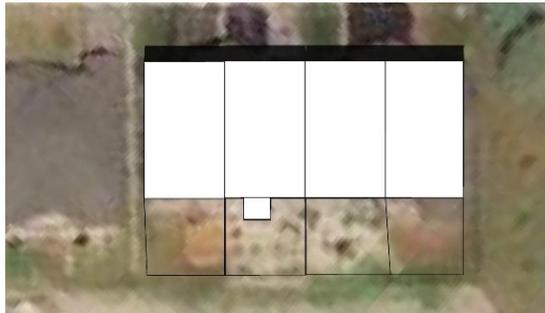
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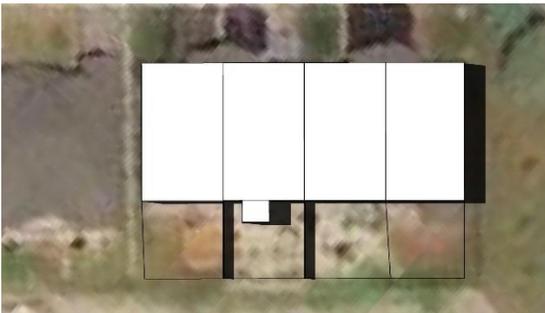
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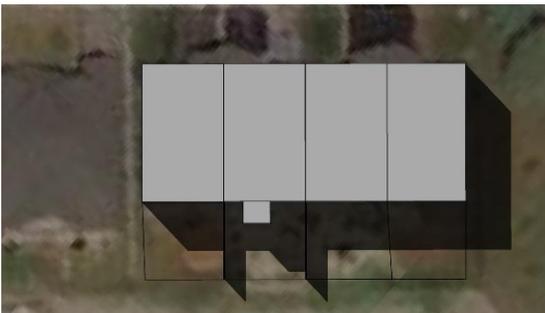
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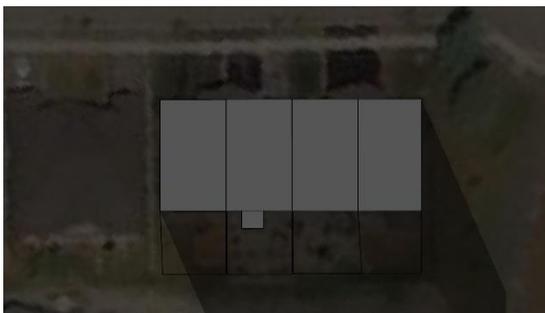
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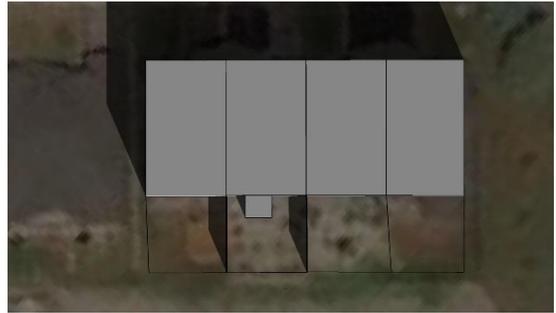
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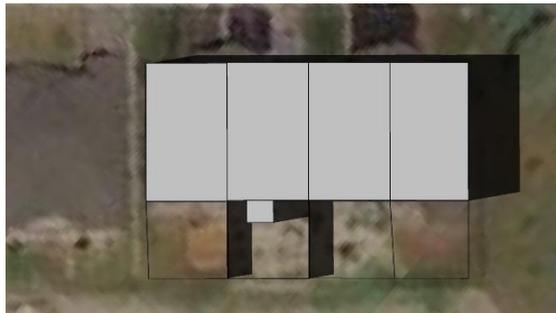
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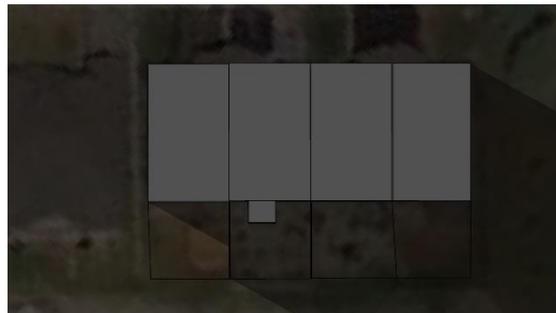
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**Schedule D** Site Photos

