

Guide to Guelph/Eramosa Township By-laws

First Edition



Home



Yard



Street



Neighbourhood



Park



Thanks Neighbour

You make a difference!

Guelph/Eramosa is the Township of choice for up to 14,000 people and continues to attract investment, businesses and residents. Guided by a strategic priority to develop strong communities, the Township of Guelph/Eramosa is focused on creating distinct, lively spaces that help instill civic pride. Maintaining the quality of neighbourhoods is crucial to our image, and upholding our community standards is a shared responsibility, in which all residents have a role to play.

Township by-laws help contribute to a high quality of life in Guelph/Eramosa. The By-law Enforcement Department offers services Monday-Friday between 8:30am and 4:30pm, enforcing Township by-laws on complaint basis and responding to public inquiries about compliance.

You can contribute to our Township's wellbeing by knowing your responsibilities as a resident, property owner or tenant, and following Township by-laws. The Township is pleased to provide you with this first edition of the By-law Guide, containing valuable information relating to your home and neighborhood.

Clearing snow from sidewalks so that kids can walk safely to school; keeping your pet on a leash; and ensuring that your second unit is legal; all of these help reflect high community standards.

Some by-laws may seem restrictive, but they're prescribed for the greater good – to maintain Guelph/Eramosa as an enjoyable place, a safe environment for bringing up children, a community that is mindful and caring towards its seniors and persons with disabilities.

When you are a great neighbour, you make a difference in your community.

By-law Enforcement Department

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Please check **www.get.on.ca/bylaw** for the most up-to-date information.

Alternate formats available upon request.

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Home

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- Use of properties in Guelph/Eramosa
 - Second units (basement apartments)
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 - Pets
 - Dog pens/runs
 - Kennels
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 - Number of animals
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USE OF PROPERTIES IN GET

There are two main documents that govern the way neighbourhoods are organized in Guelph/Eramosa – the Official Plan and the Zoning By-law.

The Official Plan is a document managed by the County of Wellington that outlines how the Township makes decisions on land use, as well as setting a strategy to manage future growth in a responsible manner while protecting the cultural heritage and natural environment of the Township.

The goal of the Zoning By-law is to create harmonious neighbourhoods. This is done by ensuring that incompatible uses are not allowed on adjacent properties (e.g. industrial manufacturing right beside residential houses) and by setting regulations on lot size, type of buildings, height of fences, distances between structures and property lines, etc. More specific information is provided in other sections of this guide.

All properties in the Township of Guelph/Eramosa are zoned* for a specific type of use:

- Residential (areas where people live)
- Commercial (retail or service businesses)
- Industrial (manufacturing businesses)
- Institutional (hospitals, schools, places of worship)
- Agricultural (farms)

A property cannot be used for a different purpose than the one for which it is zoned. For example, you may not operate most types of commercial businesses (e.g. shipping and distribution, auto-repair shop) on a property that is zoned residential. The exception to this is when a use may be permitted as a home occupation (home-based business) under the Zoning By-law.

For more information about permitted use, requirements and restrictions of the Zoning Bylaw contact the Planning Department at planning@get.on.ca, (519) 856-9596 ext 112, or visit our Interactive Planning Map here www.get.on.ca/online-interactive-planning-map.

Applying for an exception

There may be a circumstance where a property owner wants to ask for an exception to a regulation in the Zoning By-law – this is called applying for a minor variance*. This can be done through the Committee of Adjustment, an autonomous tribunal that operates under the authority of the Planning Act. For more information on the minor variance process, including the criteria that must be met to make an application, please email planning@get.on.ca or call 519-856-9596 ext. 112.

Making a complaint

All complaints regarding zoning and the use of property will be investigated. To make a complaint, please visit www.get.on.ca/bylaw/complaints

For more information on the Zoning By-law visit www.get.on.ca/township-services/bylaws.

Definitions: (from Zoning By-law)

*zoned means an area of land designated for a certain use under the Zoning By-law (e.g. residential, commercial, industrial, institutional, agricultural)

*minor variance means a small exception to the Zoning By-law that is granted to a property owner by the Committee of Adjustment, an autonomous tribunal established by the Township.

ADDITIONAL RESIDENTIAL UNITS

Additional Residential Unit

An Additional Residential Unit is a unit which is secondary to the main dwelling and may be located within a detached, semi-detached or townhouse dwelling or a detached building or structure on the same lot.

An additional residential unit must contain sleeping accommodations, a kitchen and sanitary facilities for the exclusive use of the occupants, and contain a private entrance from outside the building or from a common hallway or stairway inside the building.

Are Additional Residential Units legal in Guelph/Eramosa?

The Zoning By-law permits a maximum of two additional residential units per lot in specific zones, providing that certain requirements are met.

Requirements for Additional Residential Units include:

1. Shall only be permitted provided that appropriate water and sanitary services and servicing capacity is available to the satisfaction of the Township of Guelph/Eramosa.
2. The maximum floor area of an additional residential unit shall be no more than an amount equal to 45% of the floor area of the main dwelling up to a maximum size of 130 m². The calculation of the maximum floor area for the additional residential unit and the main dwelling shall also include a cellar and attic if these spaces would meet the definition of a habitable room.
3. In all cases the additional residential unit shall be clearly secondary and subordinate to the main dwelling;
4. The height of the additional residential unit(s) shall not exceed the height of the main dwelling.
5. Driveway access to both the main dwelling and the additional residential unit shall be limited to one access so that no new entrance from the street shall be created, except in the case of a corner lot, where one entrance from each street may exist, subject to Section 4.19 or Section 4.20 as applicable.
6. One parking space will be provided for each additional residential unit, in addition to the required parking for the main dwelling.
7. Shall not be permitted within hazardous lands as identified by the applicable Conservation Authority;
8. Shall be required to conform to all Ontario Building Code and Ontario Fire Code regulations;
9. Shall be required to conform to Minimum Distance Requirements (4.24.1), where applicable;

Please see Section 4.4.2 (Attached Additional Residential Unit), Section 4.4.3 (Detached Additional Residential Units) and Section 4.4.4 (Accessory Dwelling Unit in Commercial Zone) of the Township's Zoning By-law for the full list of regulations.

Note: To ensure that any dwelling is safe for all residents, as well as fire and emergency workers, it must comply with the Ontario Building Code and/or Fire Code. Additional Residential Units that do not comply with either the Zoning By-law or the Building/Fire Code may be subjected to penalties. For more information, please begin by contacting the Planning Department at planning@get.on.ca.

Enforcing the law against illegal Additional Residential Units:

If you suspect an illegal additional residential unit, please contact the By-law Department at 519-856-9596 ext. 121 or by e-mail bylaw@get.on.ca. You will be asked to complete a formal complaint through the Township website and provide detailed information to support your suspicions before an Officer will investigate.

When raising a concern about a potentially illegal additional residential unit, please have answers to the following questions:

- Has there been any new construction at the house?
- Have you ever been in the house or additional residential unit?
- Did you observe a second kitchen in the house or 3-piece bathroom in the additional residential unit?
- Was the additional residential unit separated from the main house by a wall or locked door?

Confidentiality

Personal information collected by the Township is protected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M-26*. Your name and identifying details will be kept confidential. Anonymous complaints are not accepted.

Enforcing the law against unsafe additional residential units:

The Township's Fire and Emergency Services investigates all fire safety issues. Tenants and homeowners can report fire safety concerns to the Fire Prevention Division at 519-856-9637 and ask for a fire safety complaint inspection.

Bed and Breakfast Establishments

Some home owners may be able to offer up to four furnished rooms to overnight guests on a temporary basis for monetary gain. The property owners have to reside on the property as their primary residence and also provide a service to their guests (i.e.: breakfast / room service). Bed and Breakfast establishments do not include short term accommodations, restaurants, hotels, motels or group homes.

Bed and Breakfast Establishments are only permitted in the following Zones:

- Agricultural (A) Zone
- Rural Residential (RR) Zone
- Village Residential Low Density (R1) Zone
- Village Residential Medium Density (R2) Zone

Short Term Accommodations

Short term accommodations are characterized by the use of a building or structures or part thereof that operates or offers a place of temporary residence, lodging or occupancy by way of concession, permit, lease, license, rental agreement, or similar commercial arrangement for any period less than thirty (30) consecutive calendar days, throughout all or any part of a calendar year. The short term accommodations do not mean or include, a motel, hotel, bed and breakfast establishment, hospital or similar commercial or institutional uses.

An example of Short Term Accommodation reservation management platforms include but are not limited to (AirBnB, Vrbo, Flipkey, TurnKey, Plum Guide, VacationRentals, Booking.com, 9flats, Wimdu etc.).

The Township does not currently permit Short Term Accommodations in any area of the Township. The Township may evaluate the future use of Short Term Accommodations during a Zoning By-law review, as well as their regulation and licensing.

BUILDING MAINTENANCE

The **Minimum Maintenance (Property Standards) By-law** outlines standards for living in, and taking care of, property in Guelph/Eramosa. This includes making sure that all buildings are “structurally sound,” in good working order and maintained to prevent deterioration or unsafe situations. These standards are enforced to ensure the safety and attractiveness of the community.

Items covered under this By-law include, but are not limited to:

- exterior walls, eavestroughs, downpipes, soffits and fascias
- canopies, marquees, signs, awnings, stairways, fire escapes, stand pipes, exhaust ducts, air conditioners and similar overhanging extensions
- roofs including flashings, chimneys, smoke or ventilation stacks, and other roof structures
- windows, exterior doors and basement or cellar hatchways
- shutters, screens, sashes and casings, weatherstripping and handrails
- outdoor lighting and ventilating ducts
- graffiti

Hiring a contractor

- foundation walls and basement, cellar or crawl space floors
- exterior stairs and porches
- garage doors

- holes, ruts & excavations, rubbish or other debris; anything that may attract or harbor rodents
- domestic storage
- suitable ground cover
- dead, decayed or damaged trees, branches or other natural growth
- inoperative and/or unlicensed vehicles
- fences, retaining walls and other structures
- garbage receptacles and containers

If you hire a contractor or tradesperson to complete work on your property (i.e. renovations, repairs, landscaping, etc.), the Township recommends you make sure the person has a licence to do the work.

Definitions: (from Minimum Maintenance (Property Standards) By-law)

*Structurally Sound

- (1) Every part of a building, including an accessory building, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any load to which it may be subjected.
 - (2) The exterior walls, roofs and other parts of the building shall be free from loose, rotted, warped and broken materials and objects. Such materials and objects shall be removed, repaired or replaced.
 - (3) All exterior surfaces shall be of materials which provide adequate protection from the weather.
-

DECKS, PORCHES AND PATIOS

A deck, porch or patio that is less than 0.6 metres (2 feet) above the ground and is not attached to the house is permitted by the Township's Zoning By-law and does not require a building permit.

When would I need a building permit?

A building permit is required for:

1. A deck or porch that is physically attached or anchored to your house
2. A deck or porch that is 0.6 metres (2 feet) or more above the ground

In addition, the deck must meet the requirements in the Zoning By-law (i.e. distance (setback) from the property line).

For more information about building permit requirements, contact the Building Department at 519-856-9596 ext. 114.

Do I need a permit to install a patio in my back yard?

Yes. A Site Alteration Permit may be required before changing the landscape and/or grade of a property, which includes installing a patio.

Fill is any type of material deposited or placed on lands, including soil, stone, concrete, asphalt, sod, or turf. Meeting the requirements of a Site Alteration Permit ensures that surface drainage on adjacent lots is not affected by the work performed. Properties are built with specific drainage features in place and altering those can cause water to pool and risk flooding.

OPERATING A BUSINESS FROM HOME HOME

The **Zoning By-law** allows certain types of businesses to operate from a home (e.g. accountant) but there are strict requirements. For example, the business may only occupy a certain percentage of the floor area of a house, the number of employees and signage are restricted, and all related parking must be accommodated on the driveway. These home businesses are sometimes called “home occupations.”

Home Occupations Requirements

A home occupation is permitted in any dwelling (home) by a resident of the said dwelling subject to the following regulations:

1. The home occupation is secondary to the main (residential use) and does not change the character of the home or create a public nuisance.
2. Only two (2) employees in addition to the permanent residents are permitted.
3. No external storage, display of goods or materials or the use of accessory buildings may be used in relation to the home occupation.
4. Only one sign with a maximum area of 0.2 m² may be used to advertise the home occupation.
5. No mechanical equipment, except that which is customarily used in dwellings for domestic or household purposes, or for use by a dentist, drugless practitioner, physician, or other professional persons.
6. Only up to 25% of the gross floor area of the home may be used for the home occupation.
7. The parking requirements of the **Zoning By-law** shall apply to any home occupation use, in addition to the required spaces for the home.

For more information, please contact the Planning Department at planning@get.on.ca. If you suspect an illegal business / home occupation, please contact the Township By-law Department by calling 519-856-9596 ext. 121, or e-mail bylaw@get.on.ca.

PETS AND ANIMALS

Kennel buildings

New Kennels are only permitted on Agricultural Properties and must be secondary to an existing agricultural use. Kennels are not permitted in a residential area.

Every person who applies for a kennel licence or operates boarding facilities for animals must meet the following terms:

- Kennel buildings must be separate and not attached to residential buildings (homes where people live) as outlined in the **Kennel By-law**
- The location of kennel buildings must conform to the **Zoning By-law** and the Ontario Building Code
- Kennel buildings must be maintained in damage-free condition according to the **Property Standards By-law**.

Kennel buildings must have:

- electric lighting
- windows that may be opened for proper ventilation
- a heating system sufficient to adequately heat the building
- hot and cold running water
- a food preparation area



Where animals are permitted to use an outside area as part of the kennel, that area must be surrounded by a solid board fence that is at least 1.5 metres (5 feet) in height. The wall of a kennel building may be included as part of the fenced-in area.

Licensing

All dogs living in the Township of Guelph/Eramosa require a licence. The licences must be renewed annually before your licence expiry date. Guide dogs and police work dogs are exempt from the licencing requirement. To licence your dog please visit: <http://get.docupet.com>

Licensing and registration of your pets allows for Township staff to contact you 24 hours a day, 7 days a week, 365 days of the year in the event that your pet is found away from your home. This reduces the chances that your pet may end up at the Animal Shelter if it accidentally goes missing. This also provides for immediate contact in the event that your pet is in an emergency situation.

Number of animals permitted on private property

No more than three (3) dogs older than three months can be kept on your property at any one time. No more than four (4) cats can be kept.

Exceptions to this include:

- licensed kennel
- animal hospital
- pet store
- registered research facility or supply facility under the Animals for Research Act
- pound
- agricultural properties with a recognized farm use, using no more than four (4) working dogs

Pigeon coops

A pigeon coop is defined as an accessory building or structure specifically for the purposes of keeping pigeons.

Pigeon coops are not permitted on residential property as they are considered as livestock under the Township Zoning By-law. A Pigeon coop may only be erected on Agricultural Zoned property meeting the OMAFRA (MDS) Minimum Distance Separation formula.

Hens (Chickens)

Hens (chickens) are not permitted on a residential property. These animals are only permitted on Agricultural Zoned property with at least two (2) acres in size and the enclosure or structure where they are kept must meet OMAFRA's (MDS) Minimum Distance Separation formula for distance of the structure from a neighbouring dwelling unit.



RENTAL ACCOMMODATIONS

What tenants can expect from their landlords under Township of Guelph/Eramosa By-laws **(Property Standards) By-law**:

Under the Township of Guelph/Eramosa Property Standards By-law, owners and landlords must ensure that residential buildings that they rent or lease meet the following standards:

- a) between the 15th day of September each year and the 1st day of June the following year, adequate and suitable heat* must be provided
- b) rental accommodations must have heating equipment capable of maintaining adequate/suitable heat
- c) rental accommodations cannot be equipped with auxiliary heating equipment as the primary source of heat (e.g. space heaters)
- d) tenants must be provided with an adequate and suitable supply of fuel, electricity, gas, water*, hot water* or other vital services
- e) interior floors, ceilings and walls must be kept free from dampness caused by moisture coming in from outside
- f) rental accommodations must be kept free of rodent, vermin and insect* infestations at all times and the methods used for exterminating rodents, vermin or insects must meet the requirements of any relevant legislation



If a tenant has a concern about their living conditions as they apply to the **Property Standards By-law**, please call the By-law Enforcement Department at 519-856-9596 ext. 121. Depending on the nature of the concern, you may be referred to the Landlord and Tenant Board (www.ltb.gov.on.ca).

SHEDS AND ACCESSORY STRUCTURES

What is an accessory buildings or structures?

Accessory buildings or structures are defined as additional buildings or structures on a residential property that are subordinate or secondary to the main dwelling and can include but not limited to:

- Sheds
- Detached garages
- Gazebos
- Dog houses and pens
- Saunas, pool change rooms, pump sheds

Regulations for accessory buildings and/or structures are in place to protect the health, safety and general welfare of residents, as well as to ensure harmonious neighborhoods that are attractive and functional.

What are the rules for accessory buildings and/or structures?

- Accessory structures are allowed on most residential or other properties as long as they meet the following requirements:
- Must be located at least 0.6 metres (2 feet) from the property line on all sides
- The maximum size/ground floor area permitted for all accessory buildings or structures located on a Residential or Agricultural lot is as follows:
- Ten percent (10%) of the total lot area for a lot in a Residential Zone, and a lot in the Agricultural Zone with a lot area less than or equal to 8,000 m² (0.8 ha).
- Five percent (5%) of the total lot area for a lot in the Agricultural Zone with a lot area greater than 8,000 m² (0.8 ha) and less than or equal to 350,000 m² (35 ha).
- One percent (1%) of the total lot area or a maximum of 4,000 m² (0.4 ha), whichever is less, for a lot in the Agricultural Zone with a lot area greater than 350,000 m² (35 ha).
- Building height cannot exceed 4.7 m (15.1 ft) except on lands zoned Agricultural (A), or as otherwise provided herein.
- May not be located on an easement, leaching bed or septic system area
- People cannot live in an accessory building/structure, unless a secondary unit has been legally established through a Building Permit (see page 9- second units (basement apartments))
- The accessory structure can't be used for a Home Occupation (business)
- Property owners may make an application to the Committee of Adjustment for an exception from the provisions of the **Zoning By-law**

Do I need a permit?

If you build a shed or other structure that is LESS than 10 square metres (108 ft. square) and is not attached to your house or another structure and does not contain plumbing, you do NOT need to obtain a building permit.

If you want to build a structure that is 10 square metres (108 ft. square) or MORE or is attached to your house or another structure or contains any plumbing regardless of the size of the structure, the Ontario Building Code Act requires you get a building permit before you begin construction. A permit is also required to demolish an existing accessory structure that is 10 square metres (108 ft. square) or more in area or one that contains plumbing regardless of the size of the structure.

For more information contact the Building Department at 519-856-9596 ext. 114.

For more information on the **Zoning By-law** as it relates to accessory structures visit www.get.on.ca/township-services/bylaws.

Yard



- Fences
- Inoperative and unplated vehicles
- Parking
 - Large vehicles and trailers
 - Parking on the front lawn
 - Parking over the sidewalk/curb
- Pets and animals
 - Leash laws
 - Number of animals
 - Stoop n' scoop
- Pools, hot tubs and ponds
- Property standards
- Sidewalk snow and ice removal
- Widening driveways
- Encroachments

FENCES

Fence restrictions are in place to ensure proper sightlines for pedestrians and vehicles.

The Township's Fence By-law restricts the height of fences in residentially zoned areas or lots used for residential purposes to no higher than two and a half (2.5) metres (8 feet and 2 inches) in a rear yard or 1.9 meters (6 feet and 2 inches) side yard and no higher than one (1) metre (3 feet and 6 inches) in a front yard. If you live on a corner lot, the front lot line is defined as the shortest lot line facing the street.

The by-law further restricts the height of fences on corner lots to make sure pedestrians and drivers are safe and can see around the corner.

If you require an exemption from the pre-defined fence height limitations please contact the By-law Department to request an exemption by calling 519-856-9596 ext. 121 or by email at bylaw@get.on.ca.

Division fences

A division fence is one that runs along the property line between your property and your neighbour's property. While the Township does not ordinarily require residents to get a permit for building a fence, you should make sure that you don't build your fence on a neighbour's property or Township property by mistake.

How do I determine where my lot boundaries are for installing a fence?

The Township cannot provide information on the location of property lines between private properties. When you purchased your home, a lot survey map that details the boundaries of your lot may have been included with your Purchase and Sale Agreement. If you do not have a survey, contact your real estate lawyer or an Ontario Land Surveyor (OLS) as found in the Yellow Pages.



If you want to build a division fence or are having issues with an existing division fence, you can check out the Township's Fence By-law at www.get.on.ca/township-services/bylaws for more information, paying particular attention to the Procedures section.

If you have questions or concerns regarding the maintenance of an existing fence, call 519-856-9596 ext. 121

INOPERATIVE AND UNPLATED VEHICLES

An inoperative* or unplated* vehicle is one that cannot be legally driven in its current state. This is also true for vehicles without valid permit stickers. Residents are allowed to store these vehicles in a garage or other structure. However, as stated in the **Property Standards By-law**, any vehicle that is wrecked, discarded, dismantled, inoperative or unlicensed cannot be stored outside where it can be seen from the street.



These restrictions are in place to ensure the environment of our neighbourhoods is protected and appropriate community standards are preserved.

When an Officer identifies an inoperative/unplated vehicle, the property owner may be issued an Order to Comply, ordering that the vehicle be removed. If the vehicle is not removed by the deadline, the Township may remove it and charge the owner for doing so. The Township may also charge property owners for failing to comply with the order, which may result in a fine.

Furthermore, inoperative or unplated vehicles are prohibited on Township streets as stated in the Township's Boulevard Maintenance and Highway Obstruction By-law.

To report improper storage of an inoperative/unplated vehicle, contact the By-law department at 519-856-9596 ext. 121 or by email at bylaw@get.on.ca

Definitions: (from Minimum Maintenance (Property Standards) By-law)

***inoperative vehicle** means a vehicle that cannot be driven because of missing parts, flat tires, mechanical issues, etc.

***unplated vehicle** means a vehicle that does not have a valid licence plate and/or validation sticker

OUTDOOR FIRES

Open-air fires and outdoor fireplaces are popular and appealing, but they can also be dangerous. The Township of Guelph/Eramosa has put restrictions on open air burning to protect the safety of all residents.

As a result, the Township does not permit open-air burning on properties that are zoned residential (i.e. **Open Air Burning By-law**). This includes fireplaces, chimineas, bonfires, etc. You may however be able to have a fire, as long as you meet the requirements set in the **Open Air Burning By-law**.

Outdoor fires are only allowed on a property that the Township has zoned agricultural or larger rural residential lots that can accommodate a fire pit that is distanced at least ten (10) meters from any buildings, division fences, trees or overhead wires on all sides.

If your property satisfies the zoning restriction, you'll need a Open Air Burning Permit. Please note that the Township does permit the use of Recreational Burning Devices and Cooking Fires that comply with the requirements of the Open Air Burning By-law. To get a Burning Permit, or for more information on Open Air burning, please contact the Township Customer Service 519-856-9596.



Conditions of the permit may include:

- no burning at night - between sunset and sunrise
- no burning less than ten (10) metres from any building, structure, hedge, fence, roadway or overhead wire or obstruction of any kind
- no burning if the wind speed is more than twenty-four (24) kilometres per hour

You must make sure that when the fire is burning, someone is constantly present who is competent to supervise the fire and to extinguish it promptly in the event of danger. A significant fine, or imprisonment, may be levied by a court if these rules are violated.

Note: Outdoor fireplaces – what some people call “chimineas” – are regulated under the **Ontario Fire Code and the Environmental Protection Act**. The Ontario Fire Marshal considers these to be “open-air burning” and, as a result, the Guelph/Eramosa Fire department have to approve when and how you use them (**Open Air Burning By-law**).

PARKING

Parking large vehicles, trailers and boats

Township by-laws govern how and where vehicles may be parked.

With this in mind, the Zoning By-law states that Commercial Motor Vehicles* or detached trailers are not permitted to park on the street in a residential areas unless they are making a delivery or providing a service.



The Zoning By-law states that commercial motor vehicles cannot be parked or stored anywhere on a residential property (including the driveway). In addition, trailers or boats cannot be parked or stored in a front yard (including the driveway) or exterior side yard*.

A commercial motor vehicle, tractor trailer or a bus may be parked in a Residential Zone on a temporary basis with the following condition:

1. Such parking or storage of one commercial motor vehicle where he/she is the owner or occupant of such lot, building or structures, and provided the vehicle shall not exceed 2722 kg gross vehicle weight or not exceed a length of 9 m or not exceed a height of 2 m; and
2. Such parking for a tractor trailer or commercial motor vehicle which is attending a residential premises on a temporary and short-term basis for the purposes of delivery and service.



Parking in back/side yards

Residents are allowed to park and/or store recreational trailer, boats, snowmobile, accessory trailer, or similar recreational vehicles, in a Residential Zone or a lot used for residential purposes provided that:

1. The length of such recreational trailer, boat or snowmobile or accessory trailer does not exceed 9 m (29.5 ft);

2. Such recreational trailer, boat or snowmobile or accessory trailer may be located in the rear yard or interior side yard (yard between homes) provided it is located no closer than 1 m (3.3 ft) to the lot line or within 2 m (6.5 ft) of a building entrance or any window of a habitable room;
3. The owner or occupant of the property does not store or park more than three of the vehicles listed above;
4. Notwithstanding any of the above provisions, driveway parking for the purposes of loading recreational vehicles will be permitted.
 - one or two snowmobiles on a trailer, all together not exceeding seven metres (23 feet) in length

For more information on parking large vehicles on residential property, visit the Zoning By-law at www.get.on.ca/planning/zoning

To report an illegally parked vehicle, please file a complaint through our website at www.get.on.ca/bylaw/complaints during regular business hours or contact the OPP after hours (After: 4:30pm and Weekends) at 1-888-310-1122.

Definitions: (from Zoning By-law)

*“Recreational Trailer”, means any portable unit so constructed as to be suitable for attachment to a motor vehicle for the purpose of being drawn or propelled by the motor vehicle; and which is capable of being used for the temporary living, sleeping, or eating accommodations, but not occupied continuously or as a principal residence. It may include travel trailers, tent trailers, motor homes, camper pick-ups, or camper vans. It does not include a mobile home.

*“Commercial Motor Vehicle”, means any motor vehicle having permanently attached thereto a truck or delivery body and includes ambulances, hearses, tow trucks, dump trucks, motor buses and farm tractors, but excludes trailers, recreational trailers, and tractor trailers as defined herein.

*Exterior side yard means the yard at the side of a house on a corner lot that is visible from the street

Parking on the front lawn

Parking on the front lawn of a residential property is not permitted under the Property Standards By-law and the Zoning By-law.

Doing this:

- can damage the lawn and harm the property’s landscape
- can allow automotive fluids (e.g. gas, oil) to soak into the soil / groundwater
- is unsightly and has a negative impact on the streetscape



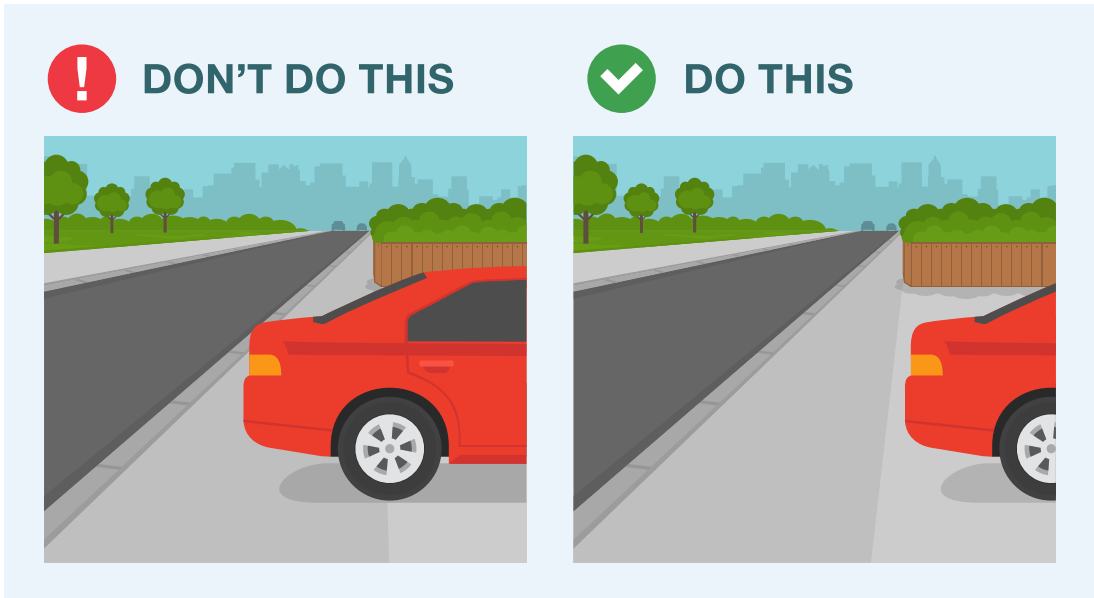
To report a vehicle parked on a front lawn, please contact the By-law Department at 519-856-9596 ext. 121, or email bylaw@get.on.ca

For more information check out the Property Standards By-law and the Zoning By-law at www.get.on.ca/township-services/bylaws

Parking over the sidewalk/curb

Keeping neighbourhoods safe is the primary purpose of the Parking By-Law. This is why there are several rules about how a vehicle is parked in a residential driveway.

Vehicles are required to be contained on the driveway and are not allowed to overhang the curb onto the road. Doing this can cause a dangerous problem for traffic.



As well, vehicles parked in driveways may not block a sidewalk. This is to ensure that they don't pose a danger to those using the sidewalk by getting in the way of strollers, wheelchairs and pedestrians, and forcing them onto the road.

If necessary, you may consider parking your vehicle parallel to the curb on the part of the driveway between the sidewalk and the road. If you consider this option, you must ensure that your vehicle does not block the road or the sidewalk and is not on the grass.

PETS AND ANIMALS

Leash laws

Animals are not permitted to trespass* or be at large* (Animal Control By-law) As a result, pet owners are required to keep their dogs leashed and under control at all times, with the following exceptions:

- when the dog is on the owner's property
- if prior consent is given by the person owning the land on which the dog is located
- police work dogs that are in the course of performing their duties
- when the dog is in a designated leash-free area



Animals that are found in any place other than their owner's property and not under the control of someone may be seized and impounded.

Number of animals permitted on private property

See page 15 in the HOME section for details.



Stoop and scoop

Dog owners are required to pick up after their pets on any public or private property including their own yard, neighbours' yards, parks, sidewalks, roads, etc. This does not apply to people reliant on a guide dog or in control of a police work dog, when the dog is in service.

Keep in mind, if you don't keep your property clear of garbage and debris (including animal waste) the Township may remove the garbage and charge back the costs to the property owner. Costs plus administrative fees will be added directly to the owner's property taxes.

Definitions:

*"Running at Large" A dog is deemed to be running at large if found in any place other than the property of the owner of the dog and the dog is not on a leash and under the control of a person capable of handling the dog when it is on property other than that of the owner unless prior consent is given by the person owning the property on which the dog is found.



POOLS, HOT TUBS AND PONDS

Pools Enclosure Permits

Before installing or setting up a pool, hot tub or pond be aware that a pool enclosure permit may be required. This helps ensure that the pool area is securely enclosed in order to protect the public from easily accessing bodies of water on private property. These rules apply to any body of water that is, or has the potential to be, 0.6m (24 inches) deep. This includes children's pools.



NOTE: Keep in mind that even though some pools have suggested water levels of LESS than 0.6 meters (24 inches), the way they are built will allow them to hold more water. As a result, even if you keep the water level below 0.6 metres (24 inches), if the pool can hold that much water you are required to get a permit to install it.

Pool fences

A permit is required for a fence around any property with a body of water (swimming pool, hot tub, pond, etc.) that is outdoors on private property, is not part of a natural environment, and is more than 0.6 m (24 inches) deep. This fence must be a minimum of 1.5 meters (4 feet 11 inches) high and meet the standards set out within the **Fences and Gates Around Swimming Pools By-law**. A fence in the rear yard is limited to a maximum height of 2.5 metres (8 feet 2 inches).

Hot tubs

An enclosure is NOT required for hot tubs that are:

- equipped with a substantial cover, capable of holding 90.72 kg (200 lbs), which is fitted to the hot tub and locked to prevent access when it is not in use
- The hot tub is enclosed with a perimeter fence and all fence provisions of the Pool Fences by-law are being complied with.

Hiring a contractor

If you are hiring a contractor or tradesperson to complete work on your pool, hot tub or pond, the Township of Guelph/Eramosa recommends you make sure the person has a licence and appropriate qualifications to do the work.

Water safety tips

Here are some water safety tips from Health Canada:

- build a fence with a gate that will keep children away from your pool, hot tub or pond
- keep the gate locked at all times
- make sure toys, garden furniture and tools are not near the fence –children can use these to climb up on these things to get into the pool, hot tub or pond
- ALWAYS have an adult watching children in and around a pool, hot tub or pond
- children under the age of three and children who cannot swim should wear a life jacket or PFD (personal floatation device)
- send children to swimming and water safety lessons
- make sure lifesaving equipment and a first aid kit are handy
- take a course on water safety, first aid and lifesaving skills (such as CPR)

For more information on permit requirements, call the Township Building Department 519-856-9596 ext. 114.

These photos identify violations (no pool enclosure fence, missing gate, and pool too close to property fence) and are provided for reference only.



Spot the Differences and Colouring Activity

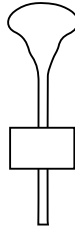


**Some things in the top picture do not follow the rules.
Congratulations if you spotted them correctly!
These rules help keep our community safe and enjoyable.**

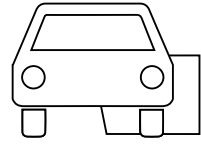




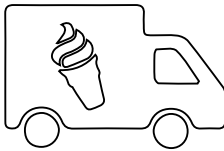
- Remove weeds and keep your yard neat
- Cut grass regularly to 20 cm (8 inches) or less
- Clean lawn = beautiful community



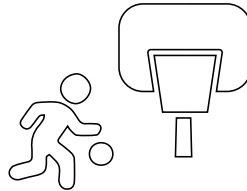
- Don't put up posters and signs on lamppost and yards
- No illegal signs = less distractions



- Don't park your car on the grass or block sidewalks
- Park it on your driveway
- Parking correctly = safety for all



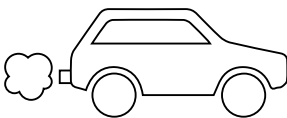
- Don't buy roadside items such as ice cream
- Kids may not pay attention to traffic and that's not safe
- Not buying roadside = safety first



- Don't play or keep sports items on streets
- Keep them on your driveway above the sidewalk
- Not blocking streets = safety for all



- Unless you have a permit, open-air fires are not allowed
- Call 519-856-9596 to check the rules about open fires
- No open fire = less fire hazards



- Don't leave your car running while parked or stopped
- Waiting for more than 3 minutes? Turn off the engine
- Not idling = cleaner air



- Don't forget to keep your pets on leash
- Always pick up after your pet
- Being alert = safe for your pets and neighbours

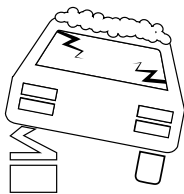
Make a difference in your community.
For more information, visit www.get.on.ca/bylaw

Spot the Differences and Colouring Activity

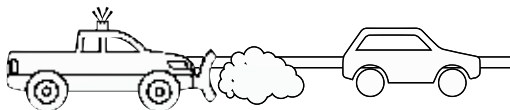


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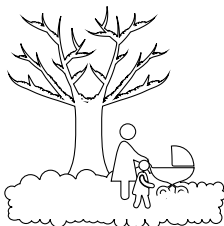




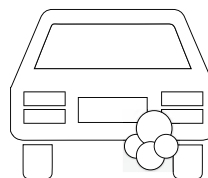
- Don't leave unlicensed or damaged cars on the driveway or street.
- If you see one parked for many days, call 519-856-9596 Ext. 121.
- Recycling damaged cars = cleaner community.



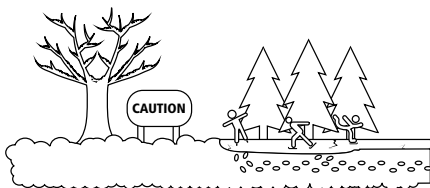
- Don't park on streets during or after snowfall.
- Keeping roads clear for snow plows is safer for all.
- Clearing the way = better, safer roads.



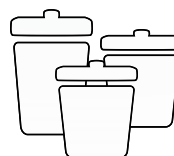
- Don't forget to clear snow from sidewalks.
- Clear it the day after snowfall.
- Clearing snow promptly = safer for all.



- Don't idle your car when parked.
- The rule is: waiting for more than three minutes Turn off the engine.
- Not idling = cleaner air.



- Don't skate or walk on frozen ponds; ice could be thin.
- Use Township's indoor and outdoor rinks.
- Avoiding icy areas = avoiding hazards.



- Don't place waste containers on the street.
- Keep them on the boulevard or side of driveway.
- Placing containers correctly = safer streets.

Make a difference in your community.
For more information, visit www.get.on.ca/bylaw

PROPERTY STANDARDS

Trees

Trees and hedges on your property should be trimmed to avoid overgrowth that may affect safety and block people from walking on the sidewalk. If a neighbour's tree is hanging over your property this is a civil issue between you and your neighbour. The Township recommends you speak to your neighbour to address your concerns or seek legal advice if necessary. If you trim the overhanging limbs causing damage to the tree you may be held liable.

The Township does not have a Tree protection By-law for trees located on private property. Trees that are part of a woodlot are regulated by the County of Wellington under the Conservation and Sustainable Use of Woodlands By-law. For more information please contact the County of Wellington at 519-837-2600 or visit www.wellington.ca

The Boulevard Maintenance and Highway Obstruction By-law protects trees on Township property. Before you remove or trim a tree from any Boulevard, please contact the Public Works Department at 519-856-9596 Ext. 120, Mondays through Fridays (except holidays), between 8:30am and 4:30pm.

Grass and Weeds

Help create a safe and attractive environment for everyone. Keep your grass cut to 20 cm (8 inches) or shorter – long grass is unsightly and can attract insects. It can also aggravate health issues such as asthma, allergies and respiratory problems.

If you don't, the Township may issue an Order to Comply ordering you to cut your grass and weeds (Clean Yards By-law). The Township will re-inspect the property and if the grass/weeds are still not cut, may arrange for a contractor to cut them, charging the costs to the property owner. Costs plus administrative fees will be added directly to the owner's property taxes. When using any kind of pesticides, please keep in mind that in 2009, the provincial government passed the Ontario Cosmetic Pesticides Ban Act, banning the sale and use of more than 250 products and 80 pesticide ingredients.



Here are some tips to combat weeds without pesticides:

- cut lawns more often to reduce the ability of weeds to spread seeds
- increase fertilizing and aerating
- cover garden and shrub areas with mulch
- remove weeds by hand where necessary

Stagnant Water

Water often accumulates in children's toys and wading pools, buckets, tires, and on top of pool covers. This is considered "stagnant water" and should be removed from your property – see Clean Yards By-law. It may be a safety hazard and can become a breeding area for mosquitoes that may carry the West Nile Virus. For more information on the West Nile Virus visit <https://wdgpublichealth.ca/> or call Wellington-Dufferin-Guelph Public Health at 1-800-265-7293 or 519-822-2715.

Boulevard Maintenance

The boulevard is the part of a residential property that is closest to the road (see diagram). While this land is owned by the Township, it is the property owner's responsibility to maintain it. (Boulevard Maintenance By-law). This includes but is not limited to:

- cutting grass
- removing weeds
- keeping clear of garbage, debris, animal waste and trip hazards



Boulevard with sidewalk



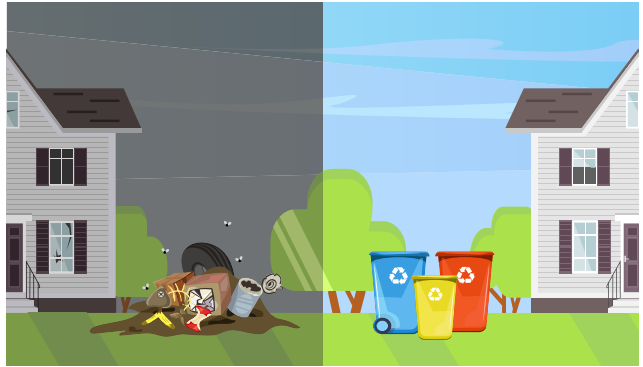
Boulevard without sidewalk

Boulevard Alteration Permits

The alteration of a boulevard from a grass turf to any other condition (ie: artificial turf, or hardscaping) requires a Boulevard Alteration Permit from the Township. Please contact the Public Works Department at 519-856-9596 Ext: 120, Mondays through Fridays for more information on how to apply for a permit.

Debris

Storing damaged or partially working items and debris on your property can be a health and safety hazard. This includes items such as vehicle parts, discarded furniture and appliances, construction material, animal waste and others. The Property Standards By-law / Clean Yards By-law also considers graffiti as debris, as it impacts the appearance of your property and neighbourhood.



Before

After

If a property is not kept clear of debris and waste, the Township may issue an Order to Comply requiring the waste/debris to be removed. The Township will re-inspect and if the order has not been complied with, may arrange for a contractor to remove the debris, charging back the costs to the property owner in line with the Property Standards By-law / Clean Yards By-law. Costs plus administrative fees will be added directly to the owner's property taxes. The Township may also proceed with charges with penalties up to \$50,000.

Weekly Waste Removal

Waste removal is a service offered by the County of Wellington. Please visit www.wellington.ca to find out about waste collection schedule (i.e. for garbage, recycling, organics and yard waste). Waste should be at the curb no later than 7:00am on your scheduled collection day, and no earlier than 7:00pm the night before. Remove empty carts not collected from the curb by 8:00pm on your collection day.

Tips for setting out waste carts

PLACE IT:

- Place your waste at the curb by 7:00am
- Place your carts as close to the road as possible without blocking the road or sidewalk
- Make sure carts are clear from trees or other overhead obstructions
- Ensure carts are accessible to collection trucks and avoid having cars parked too close to carts
- During the winter months, please do not place carts on top of or behind snow banks
- Please do not use any items to keep the cart lids closed (e.g. bungee cords) and ensure material is not wedged into your carts or overflowing
- The organics lid should be locked for collection.

FACE IT:

- Place carts so that the front of the cart is facing straight toward the street, with the handles facing the house.

SPACE IT:

- Ensure there is an arm's length of space on both sides of your carts.
- Extra material must also be placed out on the correct day, at an arm's length distance from your carts.

Trip Hazards

Extra material may include:

- Tagged garbage bags
- Recycling (in clear or transparent blue bags only)
- Bulky items (e.g. furniture)
- Large metal appliances and fixtures (by appointment only)



ERASE IT:

- Please remove your carts and any uncollected material from the curb by 8:00pm on your collection day.

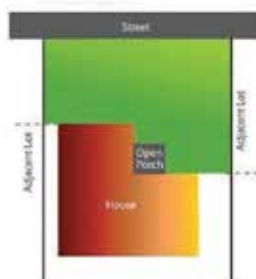
Make sure there are no holes, ruts or large openings in the ground that could be a safety hazard on your property. Walkways, stairs and handrails should be maintained to keep them safe at all times in line with the Property Standards By-law.

Outdoor Storage

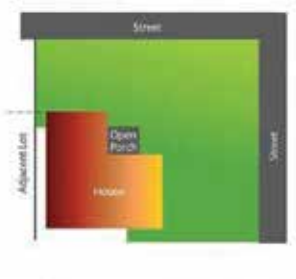
Outdoor storage of personal belongings, garden equipment, or building materials is not permitted in the Township. Firewood and compost material may be stored in a rear yard as long as it is neatly organized and is placed at least 0.6 meters (2 feet) from the property line.

To make a complaint about Property Standards, call 519-856-9596 or visit www.get.on.ca/bylaw/complaints.

No items are allowed to be stored in the green coloured part of your yard (i.e. yard facing the street)



Interior Lot



Corner Lot

SIDEWALK SNOW AND ICE REMOVAL

The Township of Guelph/Eramosa is ready to clear the way.

○. Reg 239/02 Minimum Maintenance Standards require Municipalities reduce the snow accumulation to a depth less than or equal to 8 cm within 48 hours after a snow event.

Road crews will:

- Salt primary roads as needed and plow them continuously during any snowfall
- Apply salt to residential streets. Remember, these streets are only plowed when a single storm results in 7.5 cm (3 inches) or more of snow
- Clear sidewalks within urban subdivisions, and in front of Township properties.
- Do their best to maintain municipal roads and sidewalks within 48 hours after the end of a snowfall, but it may take longer if weather conditions are severe.
- Snow Angels: Volunteer program to assist people in need to clear “windrows” or snow at the bottom of driveway. Contact: Robbin Wood at 519-835-6994 or jrobbinwood@gmail.com.

We need your help to clear the way

- Clear your sidewalks of snow and ice
- Clear snow from around fire hydrants on your property
- Help clear storm drains of snow and ice to prevent flooding
- Do not shovel snow onto the street
- Pushing or shoveling snow onto the road can create a safety hazard for vehicles and can also block catch basins (storm sewers) which can cause flooding
- Do not park on the street until it has been salted or plowed. Parking is prohibited overnight (2:00am to 6:00am) from November 1 to March 31 of the following year.
- Parking on the street during or after a snowfall blocks access for snow clearing crews and delays service



WIDENING DRIVEWAYS

Your driveway consists of all the hard and level surfaces on your property that can be parked on by a motor vehicle. This includes paved walkways, interlocking brick or concrete borders, curbs*, etc.

There are restrictions on how wide your driveway can be based on the Zoning of your property. These restrictions exist for several reasons: ensure proper drainage, keep appropriate ratio between permeable* and impermeable* surfaces, and maintain appropriate community standards.

ZONING OF PROPERTY	WIDTH OF DRIVEWAY PERMITTED
Urban Residential	Maximum of 50% of lot width or 7.5 m, whichever is less.
Rockwood Ridge Subdivision	Maximum of 50 % of lot width or 6.0 m, whichever is less.
Rural Residential (Agricultural & Industrial)	1. One-way traffic Driveways – maximum width of 7.5 m 2. Two-way traffic Driveways – maximum width of 12 m
Commercial	1. One-way traffic Driveways – maximum width of 7.5 m 2. Two-way traffic Driveways – maximum width of 10 m
Additional restrictions may apply if you live on a corner lot. Please contact the Public Works Department at 519-856-9596 ext. 120 to find out how wide your driveway can be paved.	

Do I need a permit?

Alteration, expansion or resurfacing of a driveway requires an Entrance Permit. Keep in mind that if you alter the grade of your property in the process of modifying a driveway or for any other reason and it has a negative effect on your neighbour's property, you may be held responsible and in violation of the Site Alteration By-law. A Site Alteration Permit may also be required before widening your driveway and changing the landscape and/or grade of a property.

Fill is any type of material deposited or placed on lands, including soil, stone, concrete, asphalt, sod, or turf. Meeting the requirements of a Site Alteration Permit ensures that surface drainage on adjacent lots is not affected by the work performed. Properties are built with specific drainage features in place and altering those can cause water to pool and risk flooding.

ENCROACHMENTS

Unauthorized encroachments* can be a safety hazard for pedestrians (trip hazard) and drivers (blocking visibility). They can also block access to underground utilities or interfere with Public Works (snow removal).

Encroachments can occur in the front, side, or back yard of a property and are not permitted under the Boulevard Maintenance and Highway Obstruction By-law.

Definitions:

*Encroachment means the placement or extension of a structure or object (example; walls or fences) onto land owned by the Township or plantings on and enclosing Township land which may or may not be approved by the Township.



Street

- Common parking offences
- Fireworks
- Inoperative and unplatd vehicles
- Parking on residential streets
 - Parking tickets
 - Towing
 - When it snows
- Road obstructions
 - Dumping on the road

COMMON PARKING OFFENCES

Here is a list of the most common parking offences under the Parking By-law, all of which may result in the vehicle owner being issued a parking ticket. The amount of the fine varies depending on the offence. Some fines are significant.

- Blocking the sidewalk: your car is parked in a driveway and covering a portion of the sidewalk
- Overhanging the curb: your car is parked in a driveway, partially over the curb and into the street
- On the boulevard: your car is parked on the grass between the street and the sidewalk
- Facing the wrong way: your car is parked facing the opposite direction of the flow of traffic
- Longer than 24 hours: your car is parked for 24 hours or more
- On the street during or after a snowfall: your car is blocking access for snow clearing trucks and crews, which delays the service they provide to the public
- In the centre of a court: your car is parked without the two right-side tires within 15 cm (6 inches) of the curb
- Overnight: your car is parked on the street from 2:00am – 6:00am (Nov 1 to March 31) without a valid Parking Consideration Temporary Permit
- Unplated or not working: your broken or unplated vehicles are left on the street
- Fire route: your car is parked in a fire route – these must be kept clear in case of emergency
- Fire hydrant: your car is parked within 3 metres (10 feet) of a fire hydrant
- Corner: your car is parked within 9 metres (30 feet) of a corner/ intersection
- Parking in an accessible parking space: your car is parked in a designated accessible parking space without a valid accessible permit clearly visible, including the expiry date
- Abuse of an accessible parking permit: your car is parked in an accessible parking space and an accessible parking permit that was not issued to you is displayed





FIREWORKS

To minimize the risk of fire and burn injury, the Guelph/Eramosa Fire Department does not recommend family fireworks or informal neighbourhood displays.

Public firework displays hosted by a responsible organization are a safer alternative.

If you still choose to have a family fireworks or an informal neighbourhood display, be aware of public fire safety tips for fireworks to make sure that you and your family stay safe.

Visit the Guelph/Eramosa Fire Department page at www.get.on.ca/living-here/fire-department for more fire safety information and videos and please review the Township's Noise By-law.

Visit the Government of Canada website at www.canada.ca for information on federal regulations regarding fireworks.

Setting up fireworks in Township parks is prohibited under Public Parks and Open Spaces By-law.

INOPERATIVE AND UNPLATED VEHICLES

An inoperative* or unplated* vehicle is one that cannot be legally driven in its current state including vehicles that are wrecked, abandoned, in pieces or don't have a valid licence plate and/or permit sticker. These vehicles are not permitted on the street (Boulevard Maintenance and Highway Obstruction By-law).

These restrictions are in place to ensure that the neighbourhood is safe, the environment is protected and community standards are preserved. Inoperative or unplated vehicles left on the street will be towed at the owner's expense.

To report an inoperative or unplated vehicle parked on the street, call 519-856-9596 ext. 121, or visit www.get.on.ca/bylaw/complaints



These photos identify violations (no licence plate and inoperative vehicle) and are provided for reference purposes only.

Definitions

*inoperative vehicle means a vehicle that cannot be driven because of missing parts, flat tires, mechanical issues, etc.

*unplated vehicle means a vehicle that does not have a valid licence plate and/or validation sticker

PARKING ON RESIDENTIAL STREETS

Parking restrictions are established to protect the safety of all residents. This is because illegal parking can create safety hazards for both pedestrians and vehicles. The restrictions help to ensure that traffic flow and unobstructed sightlines are maintained and that parked vehicles do not interfere with road maintenance (Parking By-law).

The Township of Guelph/Eramosa does NOT offer permit parking on Township streets. Parking on the street overnight (2:00am – 6:00am Nov 1 – March 31) or for more than 24 hours any other time is prohibited

- There may be times when exceptions are required, for example if your driveway is being paved or constructions at the home, etc.
- To accommodate for this, the Township encourages you to notify the By-law department at bylaw@get.on.ca and contact the local OPP station (519-856-1506) during regular business hours and advise of the vehicle(s) parked on the road.

Attention Large Motor Vehicle Owners

The Township does not allow Commercial Vehicles* or Heavy Trucks* – to be parked on the street in Guelph/Eramosa.

Definitions

*Commercial vehicle means a motor vehicle having permanently attached thereto a truck or delivery body for hauling purposes on a highway.

*Heavy Truck shall mean any Commercial Motor Vehicle having an actual or registered gross vehicle weight of 3 tonnes or more, but does not include:

- a) Ambulances, police or fire department vehicles;
 - b) School or transit busses;
 - c) Emergency motor vehicles;
 - d) Public utility vehicles;
 - e) Motor vehicles owned or operated by the Township of Guelph/Eramosa or the Corporation of the County of Wellington;
 - f) Motor vehicles owned or operated by the Province of Ontario.
-

Recreational Vehicle Owners

A recreational vehicle may be temporarily parked on Township streets when visiting a property owner, on temporary basis. Parking of recreational vehicles on the street is prohibited between the hours of 1:00am and 6:00am for a period of time longer than one hour. The Township permits residents to park these on the driveway temporarily for cleaning purposes. Storage of recreational vehicles is permitted within a rear yard or interior yard providing that the vehicle is located at least 1 meter away from a building and 0.6 meters from a property line.

Parking Tickets

If you have received a parking ticket, the options available to you are printed on the ticket.



Option 1: Payment

- Voluntary Early Payment: (If applicable see front of notice) within 15 calendar days of notice date.
- Payment of Set Fine: Failure to exercise this option within 30 calendar days will result in a conviction being entered against you without further notice.

Payment Options

- Mail: Write the number of the Parking Infraction Notice on the front of your cheque or money order and make it payable to: "County of Wellington". Mail or deliver your payment to the address below.
- Pay by phone: You can pay by phone using you Visa or Mastercard. You can pay your ticket 24 hours a day, 7 days a week by calling 1.877.983.2411. Enter "Wellington" as your city. (There is a convenience charge of \$2.50 for this service).
- Pay online: You can pay online using your Visa or Mastercard. You can pay you ticket 24 hours a day, 7 days a week. (There is a \$2.50 processing fee for this service).

Option 2: Trial Option - Notice of Intention to Appear to Appear in Court

1. I intend to appear in court to enter a plea at the time and date set for trial.
2. I intend to challenge the evidence of the Officer who completed the Parking Infraction Notice.



Towing

A Parking Ticket for any offence may result in your vehicle being towed away. Your vehicle will be towed if it is:

- parked in a way that makes it a safety hazard, e.g. when it sticks out into traffic from a driveway
- blocking a driveway
- abandoned or it has no licence plates
- interfering with parade routes, street closures, etc.
- blocking a fire route
- blocking a Township street

When it snows

Parking on the street during winter weather (i.e. snow, ice, sleet) can block access for road maintenance crews, including snow plows and salters. This delays the service they provide to the public and can prevent streets from receiving their proper level of service (salt, sand, plow, snow removal). Vehicles parked on the street during any winter related road maintenance activities may be ticketed and towed.

ROAD OBSTRUCTIONS

The Township's goal is to ensure safe passage of all vehicles on roads in Guelph/Eramosa. This includes personal vehicles, emergency vehicles, road works trucks and garbage trucks. As a result, road obstructions are considered unsafe and should be removed (Boulevard Maintenance and Highway Obstruction By-law).

Something can be considered a road obstruction if it is located on the road or the boulevard (the land closest to the road between your front or side lot line and the paved street).

This includes, but is not limited to:

- construction bins or landscaping materials (i.e. sod and mulch) or plantings not made by the Township such as trees, shrubs, bushes, tall grasses, etc.
- these items are unexpected obstacles for drivers and are a collision hazard, especially after dark
- sports equipment (i.e. basketball and hockey nets)
- in addition to being a collision hazard, unattended equipment may blow over in windy conditions, potentially injuring someone or damaging property

Sports equipment that is found unattended on the street or boulevard may receive an Offence Notice warning sticker fastened to it. If the same equipment is again found unattended on the road or boulevard it may be removed by Township staff in accordance with the Highway Obstruction By-law. It will be stored at one of the Township's yards for five (5) business days, after which it will be disposed of if not claimed.

The Township does not provide return delivery of removed basketball nets to residents, nor does it assume liability for any damage sustained during its removal and/or storage.

Dumping on the road

Depositing snow and ice, leaves or yard waste, garbage, furniture, etc. into the street or highway is strictly prohibited. It is considered a road obstruction and may result in charges being laid against the property owner (Highway Obstruction By-law).

Neighbourhood

An aerial photograph of a suburban neighborhood. The scene shows several large, modern houses with grey roofs and light-colored siding. The houses are surrounded by lush green lawns and mature trees. A winding asphalt road curves through the neighborhood, with a large, circular paved area in the center. The overall atmosphere is peaceful and well-maintained.

- Accessible parking
- Dumping
- Encroachments
- Noise complaints
- Nuisance signs
- Parking in school zones
- Pets and animals
 - Animal Services
 - Leash laws
 - Licensing
 - Stoop and scoop

ACCESSIBLE PARKING

All public parking areas are required to provide designated accessible parking spaces. This is to ensure that people with disabilities have close access to their destination and more space to maneuver in and out of their vehicles.

Accessible parking spaces are wider, located closer to buildings and readily accessible with ramps and special downward curbs. Only vehicles displaying a valid Accessible Parking Permit are allowed to park in these spaces (Parking By-law). Parking in an accessible parking space without a properly displayed permit (including expiry date) may result in a significant fine.

REMEMBER: Accessible Parking Permits are only to be used by the person(s) to whom they were issued. The registered permit holder must be present when the Accessible Parking Permit is used.

Note: the only person who may use an accessible permit is the person to whom it was issued – if a permit is misused or used fraudulently, it may be seized.



Accessible Parking Space Access Aisles

Access aisles are located beside accessible parking spaces and are marked with hatching (diagonal yellow or white lines). They provide disabled people room to exit their vehicles when parking in an accessible parking space. No one, even those who hold an accessible parking permit may park in an accessible parking space access aisle. Parking in these areas may result in a significant fine.

DUMPING

Dumping garbage and debris can create a health and safety hazard. Plus it is unsightly. Help maintain a safe and attractive environment for everyone – don't dump waste on public or private property. As stated in the Illegal Dumping By-law it is illegal to dump waste (e.g. household and business trash, construction materials, old tires, etc.) on public or private property.

Call Right Away

If you witness dumping, you may lodge a complaint through the Township website www.get.on.ca/bylaw/complaints. Catching the person(s) doing the dumping in the act greatly increases the Township's ability to prosecute the offenders.

It is especially important to report the incident immediately if someone is dumping waste into a sewer to prevent the materials from being washed away into our public waterways.

Disposing of organics such as grass clippings, leaves, yard waste and branches in our parks and open spaces is considered illegal dumping and should be reported.

Witnesses of an illegal dumping who are willing to make a formal witness statement and be available to appear in court may fill out the Township's By-law Witness Statement form. Witness statement should include all relevant details such as:

- Time
- Location
- Vehicle description and licence plate number
- Description of the person doing the dumping

A Witness Statement form can be downloaded from the Township's website at www.get.on.ca/living-here/forms-applications. If charges are laid as a result of information received in a witness statement, the witness may be required to attend when the case comes to court. Where there is more than one witness each witness should maintain their own notes and fill out their own Witness Statement form.

ENCROACHMENTS

Unauthorized encroachments* can be a safety hazard for pedestrians (trip hazard) and drivers (block visibility). They can also block access to underground utilities or interfere with road maintenance and operations (snow removal).

Encroachments can occur in the front, side or back yard of a property, and are not authorized under the Boulevard Maintenance and Highway Obstruction By-law.

Examples of an encroachment:

- Extending a back yard beyond the property line into a park (with a garden, shed, fence, sports equipment, etc.)
- Building a fence, planting trees and bushes, or installing raised gardens, raised curbs, or permanent sports equipment, etc. on the boulevard in a front yard

Boulevard Alteration and Road Occupancy Permits

The Township may permit certain encroachments on the road through a formal Road Occupancy Permit application. An application should be submitted at least 3 business days in advance of the encroachment being placed on the road.

Furthermore the Township also may permit minor alterations to the Township Boulevard providing that a formal Boulevard Alteration Permit application is submitted. An example of Boulevard Alteration may include: replacement of turf grass with artificial grass, river rock/ patio stone and etc.



Property owners can get more information and seek approval for Road Occupancy and Boulevard Alteration Permits by calling the Public Works department at 519-856-9596 ext. 120.

Definitions

*encroachment means the placement or extension of a structure or object (walls or fences) onto land owned by the Township or plantings on and enclosing Township land that may or may not be approved by the Township

NOISE COMPLAINTS

Residents often have concerns about noise.

The Noise By-law defines noise as any sound that is of such a volume or nature that it is likely to disturb the inhabitants of the municipality. This covers things like a dog barking daily and excessively, and someone playing a loud stereo or musical equipment regularly. It also includes daily construction happening before 7:00am or after 11:00pm.

Call Ontario Provincial Police at 1-800-310-1122 to report noise after business hours (Mon-Fri 8:30am to 4:30pm) or noise originating from fighting, screaming, shouting, or someone using insulting or obscene language or other disorderly conduct. These activities may be criminal offences. Complaints about loud parties should also be directed to Ontario Provincial Police.

Making a noise complaint

Help us help you. Enforcing noise complaints is challenging and Officers need assistance from the public. Before the Township can proceed with legal action, details of the complaint must be established. Depending on the type of noise, the person making the complaint is asked to record details about the noise for at least 14 days to assist Officers with any prosecution that may result.

Your name and identifying details will be kept confidential, however, if charges are laid your witness testimony may be required. Personal information collected by the Township is protected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M-26.

To file a noise complaint during regular business hours, please visit www.get.on.ca/bylaw/complaints.

An Officer will contact you to review the information and discuss various ways to resolve the situation. If a solution cannot be reached and the noise continues, the Officer may lay charges under the Noise By-law.

NUISANCE SIGNS

Nuisance signs are the advertising signs that you see posted throughout many neighbourhoods – on street light poles, mailboxes, street signs and boulevards are prohibited under the Illegal Dumping and the Boulevard and Highway Obstruction By-law.



The Township of Guelph/Eramosa prohibits nuisance signs (signs advertising services that are attached to hydro and traffic poles, etc. or within the boulevard) to protect resident safety and maintain community standards. These signs are unsightly, can be a visual distraction to drivers, and may end up as litter in streets and green spaces.

It is illegal for businesses, contractors or individuals to post signs on Township property. Township property includes, but is not limited to, boulevards (the land closest to the road), stop signs and street light poles.

Exceptions

The Township allows certain types of signs to be posted on private property including:

- real estate signs
- election signs

There are restrictions on these signs also. For complete details, check out the Election Sign By-law at www.get.on.ca/township-services/bylaws

By-law Officers may remove nuisance signs from Township property at any time and without notice. These signs are documented, photographed, removed and recycled where possible. In cases when the company can be identified, Officers attempt to locate the company or person responsible so that charges can be laid. Officers remove signs from busy streets when traffic levels are low, to protect both the safety of the public and the Officers.

To file a complaint about nuisance signs, call 519-856-9596 ext. 121 or visit www.get.on.ca/bylaw/complaints

FIRE ROUTES/SCHOOL ZONES

Parking in fire routes

Fire routes are in place to help Fire and Emergency crews access buildings quickly in the event of an emergency. Blocking these routes, even to drop off or pick up people, can be very dangerous for everyone. You may receive a significant fine if you park or stop in a fire route (Parking By-law).



School Zones

The Township of Guelph/Eramosa has restrictions on parking in school zones to protect the safety of all residents, including children who may not be paying attention to traffic (Parking By-law).

By-law Officers perform special patrols in school zones, often as the result of concerns expressed by school administration, parent councils or neighbours. When onsite, Officers ensure that parking and traffic laws are followed – including “no stopping” and “no parking” zones. Parking and traffic laws are in place and enforced to keep everyone safe. Be aware of what exists around the school in your neighbourhood.



Some schools have Kiss n' Ride areas to drop off and pick up students. These are often located in fire routes or no parking areas and as such, any vehicle left unattended may be ticketed for parking in a fire route.

To file a complaint about illegal parking in a school zone, call 519-856-9596 Ext. 121 or visit www.get.on.ca/bylaw/complaints

PETS AND ANIMALS

Animal Services

The Township of Guelph/Eramosa contracts the services of the Guelph-Humane Society for all animal related services in the Township. The Guelph-Humane Society offers a variety of programs and services for domestic pets and pet owners. The goal is to help pet owners care responsibly for their domestic pets and to ensure that the animal population enjoys a healthy, safe and harmonious co-existence with the residents of Guelph/Eramosa.

Services include:

- adoption
- identification
- licensing
- caring for sick, injured and stray animals
- reuniting lost animals with owners



Animal Shelter

190 Hanlon Creek Blvd., Guelph, ON (Intersection of Lair Rd. and Hanlon Creek Blvd. in Guelph)

Monday-Friday 9:00am – 5:00pm

Saturday 10:00am – 4:00pm

Sunday 10:00am – 4:00pm

There is emergency service available 24/7 for injured, sick or stray animals (both domestic and wildlife) and situations involving animals that pose a serious threat to public safety.

To contact the Guelph-Humane Society:

Phone: 519-824-3091

Email: info@guelphhumane.ca

Fax: 519-824-3075

Leash laws See page 26 in the YARD section for details.

Licensing See page 14 in the HOME section for details.

Stoop and scoop.... See page 27 in the YARD section for details.

Parks



- Use of parks
- Dogs
 - Leash laws
 - Leash-free areas
 - Stoop and scoop
- Dumping
- Encroachments
- Fireworks
- Park permits
- Sales in a park

USE OF PARKS

In the Township, there is something for everyone! You can find soccer fields, baseball diamonds, playgrounds, a splash pad, skate park, scenic walking trails and much more!

Some parks have signs posted that ban certain sports and activities. These restrictions are in place to keep parks safe for everyone who uses them.

Motorized vehicles are not permitted to operate off of designated roads and parking lots in any municipal parks under the Parks and Open Spaces By-law. Some examples include cars, trucks, motorcycles, electric bikes, snowmobiles, ATV's, etc. Motorized mobility assistive devices like wheelchairs and scooters used by people with disabilities are permitted for use on park trails.

Parks and Recreation staff and By-law Officers regularly patrol Township parks, as well as the Ontario Provincial Police. They use every opportunity to educate residents, and where appropriate, may issue tickets. To report unauthorized activities in a Township park, please contact the By-law Department at 519-856-9596 ext. 121.



DOGS

Leash laws: See page 26 in the YARD section for details.

Designated Leash-Free areas

The Township of Guelph/Eramosa offers one designated leash-free area where dogs are permitted to run free from dawn until dusk. Please follow all posted rules and remember to stoop and scoop.

1. Rockmosa Park

The leash-free fenced-in dog park area is located at the intersection of Drexler Ave and Mutrie Blvd. Parking is available for park patrons during posted hours.

Stoop and scoop: See page 27 in the YARD section for details.

Dumping: See page 49 in the NEIGHBOURHOOD section for details.

Encroachments: See page 50 in the NEIGHBOURHOOD section for details.

Fireworks: See page 43 in the STREET section for details.



SALES IN A PARK/PARK PERMITS

Park and Facility Bookings - 519-856-9596 (113)

Permits are required for special events held in a park. The easiest way to get more information on booking a hall or pavilion in the Township of Guelph/Eramosa is to contact parks@get.on.ca. This includes bookings of park facilities or halls for weddings, birthday parties, business meetings, or outdoor sporting events.

The Township offers two rentable halls. The Marden Community Centre has a capacity of 100 people and the Rockmosa Community Centre has a capacity of 300 people.



For any questions or to book a facility, please call 519-856-9596 ext. 113 Monday to Friday 8:30am – 4:30pm. For more information visit www.get.on.ca/living-here/halls-and-meeting-space-rentals



Sales or Operation of a Business in a park

It is unlawful to sell items on Township property including parks when the sale is not covered by a licence agreement or a special occasions permit. Examples include: food trucks, ice cream, flowers, flags, toys and clothing, fruit and vegetables.



If you are interested in using the municipal parks to operate a business such as a dog obedience class or fitness class, the Township can work with you to rent for a fee, a designated location and guide you on the necessary insurance requirements. It is unlawful to operate a business in our parks without a permit.

It is necessary to restrict certain activities to keep parks available for their intended purpose, and to ensure the safety of everyone using them

Vendor permits for special events

The Township may grant permissions to vendors for the purposes of selling in a park during a special event. To inquire about this permission, please contact 519-856-9596 Ext. 113.



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By-law Enforcement Department

519-856-9596 ext. 121

www.get.on.ca/bylaw

