

Application for Minor Variance

PART 1 - GENERAL INFORMATION

Personal Information is collected pursuant to **Section 45** of the Planning Act and will be used in the processing of this application. Applicants are advised that matters heard before the Committee of Adjustment are part of a public process and therefore the information contained within this application is considered public information and is available to anyone upon request.

1.1 Contact Information

Applicant

Name

<input type="text" value="Ian"/>	<input type="text" value="Panabaker"/>
First	Last

Company**Position Title****Address**

Address Line 1

Address Line 2

<input type="text" value="Guelph"/>	<input type="text" value="Ontario"/>
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City

State / Province / Region

<input type="text" value="N1H 6J3"/>	<input type="text" value="Canada"/>
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Postal / Zip Code

Country

Phone (1)**Phone (2)****Email****Primary Contact**☒ Yes ☐ No

All communication will be directed to the primary contact(s).

Agent

Only complete if the Applicant and Agent have different contact information.

Name

<input type="text" value="Nancy"/>	<input type="text" value="Shoemaker"/>
First	Last

Company**Position Title**

Address

257 Woodlawn Road West, Unit 101

Address Line 1

Address Line 2

Guelph

City

Ontario

State / Province / Region

N1H 8J1

Postal / Zip Code

Canada

Country

Phone (1)

15198224031

Phone (2)**Email**

nancy@bsrd.com

Primary Contact

☐ Yes ☒ No

All communication will be directed to the primary contact(s).

Registered Owner(s)**Type of Ownership**

☒ Company ☐ Individual(s)

Company**Company Name**

Woodland Properties (Guelph) Ltd.

Contact Name

Ian

First

Panabaker

Last

Position Title

Vice President, Development

Email

ian.panabaker@wooddevelopment.ca

Phone (1)

519-827-1900 ext. 208

Phone (2)**Address**

5058 Whitelaw Road, Unit 1

Address Line 1

Address Line 2

<input type="text" value="Guelph"/>	<input type="text" value="Ontario"/>
City	State / Province / Region
<input type="text" value="N1H 6J3"/>	<input type="text" value="Canada"/>
Postal / Zip Code	Country

Primary Contact

☒ Yes ☐ No

All communication will be directed to the primary contact(s).

1.2 Property Location

Municipal Address

<input type="text" value="5070R Whitelaw Road"/>
Address Line 1

<input type="text"/>
Address Line 2

<input type="text" value="Guelph"/>	<input type="text" value="Ontario"/>
City	State / Province / Region
<input type="text" value="N1H 6J3"/>	<input type="text" value="Canada"/>
Postal / Zip Code	Country

Legal Description

<input type="text" value="Part Lot 2, Concession 1, Division B (Geographic Township of Guelph) Township of Guelph/Eramosa"/>
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Registered Plan Number

<input type="text"/>

Additional Information

<input type="text" value="Parts 1 and 2, Plan 61R-21887 and Part 2, Plan 61R-11301"/>

1.3 Property Dimensions

Lot Frontage (m)	Lot Depth (m)
<input type="text" value="129.5"/>	<input type="text" value="125.78"/>
Lot Area (m2)	Width of Road Allowance (m)
<input type="text" value="25,849.7"/>	<input type="text" value="20.0 m"/>

1.4 Encumbrances

Are there any mortgages, easements, or restrictive covenants affecting the property?

☒ Yes ☐ No

Encumbrance Information

Type of Encumbrance (mortgage, easement, etc.)

Easement for vehicular ingress and egress

Name of Holder (1)

Coldpoint .

First

Properties Ltd

Last

Address (1)

5068 Whitelaw Road

Address Line 1

Address Line 2

Guelph

City

Ontario

State / Province / Region

N1H 6J3

Postal / Zip Code

Canada

Country

Phone (1)

519-827-1900

Email (1)**Name of Holder (2)**

First

Last

Address (2)

Address Line 1

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Phone (2)**Email (2)****Additional Holder(s) & Encumbrance(s) Information**

PART 2 - EXISTING & PROPOSED USE(S)

2.1 Existing Land Use(s)

2.1.1 Zoning

Please refer to the Township's [Interactive Zoning Map](#) to identify the zoning of the subject property.

Identify the Current Zoning of the Subject Property

Rural Industrial (M1), EP (Environmental Protection and M1 21.153 (Vehicular Access)

e.g. Agricultural (A) Zone

Type of Existing Land Use(s)

☐ Agriculture ☐ Single-family Residential ☐ Multi-Residential ☐ Commercial ☐ Mixed-Use ☐ Industrial
☐ Institutional ☒ Vacant

Description of Existing Land Use(s) On-Site

Vacant land

Please identify the use of ALL existing buildings on-site, including any accessory uses.

2.1.2 Official Plan

Please refer to [Map Schedule A3 - Guelph/Eramosa](#) and [Map Schedule A3-1 - Rockwood](#) of the [County of Wellington Official Plan](#) to identify the Official Plan Designation(s) of the subject property:

Identify the Existing Official Plan Designation of the Subject Property

Rural Employment Area

e.g. Prime Agriculture, Greenlands, etc.

2.1.3 Existing Buildings/Structures

Please identify all existing buildings/structures on the subject property.

How Many Existing Buildings/Structures are On-Site:

0

2.2 Proposed Land Use(s)

Please provide a detailed explanation of all proposed uses on the subject property, including any accessory uses.

Type of Proposed Land Use(s)

☐ Agriculture ☐ Single-family Residential ☐ Multi-Residential ☐ Commercial ☐ Mixed-Use ☒ Industrial
☐ Institutional ☐ Vacant

Describe the Proposed Land Use(s) On-Site

Storage of tires with small component of sales relates to tires and limited automobile servicing

Please identify the use of ALL proposed buildings and accessory uses.

Will the Demolition of Existing Building(s) be Required to Facilitate the Proposed Use(s)?

☐ Yes ☒ No

2.2.1 Proposed Buildings/Structures

Please identify all proposed buildings/structures on the subject property.

How Many Buildings/Structures are Proposed?

1

Building/Structure 1

Type of Building/Structure

One storey L-shaped warehouse type building

Building Dimensions (m)

68.5 x 96.12

Date Constructed

Upon Site Plan approval

Front Yard Setback (m)

24.0

Rear Yard Setback (m)

7.83

S/W Side Yard (m)

63.0

N/E Side Yard (m)

17.39

Ground Floor Area (m2)

4,838.3

Gross Floor Area (m2)

4, 838.3

Building Height (m)

7.62 m

Number of Storeys

1

Number of Existing Parking Spaces

Proposed - 57 spaces

Number of Loading Stalls

6

Number of Employees (if applicable)

15-20

PART 3 - SITE SPECIFICS

3.1 Site Access

Access Type

- ☐ Provincial Highway ☐ Regional Road ☐ Township Road (Year-Round Maintenance)
☐ Township Road (Seasonal Maintenance)
☒ Private Road/ Right-of-Way

☐

Access Name

with connection to Whitelaw

e.g. Highway 7, Wellington Road 124, etc.

3.2 Servicing

3.2.1 Existing Servicing

3.2.1.1 Water Supply (Existing)

Water Supply

☐ Municipal Servicing ☒ Private Well(s)

☒ Fire Suppression water by communal well supplied by tower

Type of Private Well(s)

☒ Individual ☐ Communal

3.2.1.2 Sewage Disposal (Existing)

Sewage Disposal

☐ Municipal Servicing ☒ Private Well(s)

☐

Type of Private Well(s)

☒ Individual ☐ Communal

3.2.1.3 Storm Drainage (Existing)

Storm Drainage Type

☐ Sewer ☐ Ditches ☐ Swales ☐ Natural

☒ On-site balancing facility connected to common local SWM facility on Whitelaw Road

3.2.2 Proposed Servicing

3.2.2.1 Water Supply (Proposed)

Water Supply

☐ Municipal Servicing ☒ Private Well(s)

☒ see above

Type of Private Well(s)

☒ Individual ☐ Communal

3.2.1.2 Sewage Disposal (Proposed)

Sewage Disposal

☐ Municipal Servicing ☒ Private Well(s)

☒ see above

Type of Private Well(s)

☒ Individual ☐ Communal

3.2.1.3 Storm Drainage (Proposed)

Storm Drainage Type

☐ Sewer ☐ Ditches ☐ Swales ☒ Natural

☒ see above

Identify New Service Connections Expected to be Required for Proposed Development:

None

3.3 Abutting Land Uses

North

Logistics Enterprises

East

Multi-use industrial building

South

Manufacturing

West

Branch Rail Line and Agricultural

PART 4 - ADDITIONAL INFORMATION

4.1 Other Applications

Have there been any applications made under the Planning Act for the subject lands, or lands within 120 m of the subject lands?

☒ Yes ☐ No

Identify the Type of Application(s)

☐ Official Plan Amendment ☐ Zoning By-law Amendment ☒ Site Plan Application ☒ Consent/Severance
☒ Minor Variance ☐ Plan of Subdivision ☐ Plan of Condominium

Select all that apply.

4.1.3 Site Plan Application

Please provide the following information:

File Number

D11-W0

Proposal

One story L-shaped building for storage of tires with small component of sales relates to tires and limited automobile servicing

Status

First formal ReviewUnder review

Decision

If applicable, please upload a copy of the decision.

4.1.4 Consent/Severance Application

Please provide the following information:

File Number

B39-20

Proposal

Lot Line Adjustment

Status

Approved

Decision

If applicable, please upload a copy of the decision.

4.1.5 Minor Variance Application

Please provide the following information:

File Number

A 08-20

Proposal

Minimum Rear Yard and Lot Coverage Variances

Status

approved

Decision

If applicable, please upload a copy of the decision.

PART 5 - SUBMISSION

Concept Plan/ Site Plan

SP1 Site Plan Rev.11 (2025.03.26).pdf

Cover Letter.pdf

Elevation Drawings

A4.0 Whitelaw elevations for SPA July 24 2024.pdf

A4.1 Whitelaw elevations for SPA July 24 2024.pdf

Floor Plans

A2 Overall floor plan.pdf

A2.1 Proposed office - service garage - sep permit.pdf

Parcel Register (if applicable)

71252-0137.pdf

Applicant Authorization Form (if applicable)

5070R_Variance_Auth_25.04.03.pdf

*If the applicant is not the owner of the property, the owner must sign and date the **Applicant Authorization Form**.*

5.1 Source Water Protection Pre-Screening

Planning and building permit applications require screening due to the risk a proposed or existing activity may have on drinking water in vulnerable areas. If a property is not within a vulnerable area or if the activity

does not trigger a Prohibition or Risk Management Plan policy, the application will proceed as normal. Find out if your property is within a vulnerable area [here](#).

If a property is located within a vulnerable area, applicants will be asked to fill out a [Source Water Protection Screening Application Form](#). The application will then be screened by municipal staff, and possibly the Risk Management Official, to assess if the proposed activities pose a risk to drinking water quality or quantity before an application can be approved

Upload a copy of the Pre-Screening Form here:

CPL_LotLine_SourcewaterApp_20.06.24.pdf

5070R_SWP_Approval_24.01.27.pdf

PART 6 - APPLICATION FEE

For the cost of a **Minor Variance Application**, please refer to the Township's Planning Service Fee By-law 17/2024, as amendment located online [here](#).

Please note: The Township uses consultants for Planning, Engineering, and Legal services. The Township's planning processes operate on a user-fee basis. As such, all consulting costs incurred by the Township in the processing of an application are to be paid by the applicant. Additional fees may also be required by external commenting agencies, such as the Grand River Conservation Authority (GRCA) or Ministry of Transportation Ontario (MTO).

The County of Wellington serve as our Planning Consultants. Their Planning & Land Division Fees can be found online [here](#). Please refer specifically to the Local Municipal Charges for their consultant fees.

After you have made your submission online, please contact the Secretary-Treasurer at planning@get.on.ca to discuss payment options.

Minor Variance Applications will NOT be deemed complete to proceed until payment has been received.

PART 7 - DECLARATION

I/We solemnly declare that all statements contained in this application are true, and that the information contained in the documents that accompany this application are true, and I/we make this solemn declaration conscientiously believing it to be true.

Applicant Signature:

Nancy Shoemaker