

# 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="Scott"/>	<input type="text" value="Ingle"/>
First	Last

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

Address Line 1

Address Line 2

<input type="text" value="Elora"/>	<input type="text" value="Ontario"/>
City	State / Province / Region

<input type="text" value="N0B 1S0"/>	<input type="text" value="Canada"/>
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"/>	<input type="text"/>
First	Last

**Company****Position Title**

**Address**

Address Line 1

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

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

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

**Registered Owner(s)****Type of Ownership**☐ Company ☒ Individual(s)**Individual(s)****Name (1)**

First

Last

**Name (2)**

First

Last

**Address**

Address Line 1

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

**Email**

kevfERG@gmail.com

**Phone (1)**

519-223-2486

**Phone (2)**

**Primary Contact**

☐ Yes ☒ No

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

## 1.2 Property Location

**Municipal Address**

5059 Township Road 1

Address Line 1

Address Line 2

Guelph / Eramosa

City

Ontario

State / Province / Region

N1H 6J4

Postal / Zip Code

Canada

Country

**Legal Description**

Concession 4, Part Lot 2

**Registered Plan Number**

**Additional Information**

## 1.3 Property Dimensions

**Lot Frontage (m)**

38

**Lot Depth (m)**

66

**Lot Area (m2)**

2508

**Width of Road Allowance (m)**

20

## 1.4 Encumbrances

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

☒ Yes ☐ No

## Encumbrance Information

**Type of Encumbrance (mortgage, easement, etc.)**

Mortgage

**Name of Holder (1)**

Bank

First

of Montreal

Last

**Address (1)**

600 Hespeler Road

Address Line 1

Address Line 2

Cambridge

City

Ontario

State / Province / Region

N1R 8H2

Postal / Zip Code

Canada

Country

**Phone (1)**

(519) 624-1200

**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

Agricultural

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

Single Family Dwelling with detached 2 car garage

**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

Prime Agriculture

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:

2

### Building/Structure 1

##### Type of Building/Structure

Single Family Dwelling

##### Building Dimensions (m)

9.75 x 14.02

##### Date Constructed

1969

<b>Front Yard Setback (m)</b>	<b>Rear Yard Setback (m)</b>	<b>S/W Side Yard (m)</b>	<b>N/E Side Yard (m)</b>
23.38	28.33	4.98	22.37

<b>Ground Floor Area (m2)</b>	<b>Gross Floor Area (m2)</b>
136.8	136.8

<b>Building Height (m)</b>	<b>Number of Storeys</b>
3.6	1

<b>Number of Existing Parking Spaces</b>	<b>Number of Loading Stalls</b>
4	0

**Number of Employees (if applicable)**

0

## Building/Structure 2

### Type of Building/Structure

2 car Detached Garage

<b>Building Dimensions (m)</b>	<b>Date Constructed</b>
6.15 x 10.41	1969

<b>Front Yard Setback (m)</b>	<b>Rear Yard Setback (m)</b>	<b>S/W Side Yard (m)</b>	<b>N/E Side Yard (m)</b>
26.51	29.41	20.57	11.28

<b>Ground Floor Area (m2)</b>	<b>Gross Floor Area (m2)</b>
64	64

<b>Building Height (m)</b>	<b>Number of Storeys</b>
3	1

<b>Number of Existing Parking Spaces</b>	<b>Number of Loading Stalls</b>
2	0

**Number of Employees (if applicable)**

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**

Existing Single Family Dwelling (Unchanged)

Existing Detached 2 car garage (Unchanged)

Proposed Detached accessory (vehicle storage) building (Requesting Relief from 4.2.4.1 Max. Accessory building area of 10% of lot to allow for a min. area of 15% of lot.)

The existing detached garage is not large enough to securely store the owners recreational vehicles. The owner still requires the existing garage for primary vehicles, however the long term plan is to replace the garage and house with a single dwelling with attached garage. Until such time the lot coverage for accessory buildings will exceed the 10% maximum.

Proposed driveway expansion (Requesting Relief from 5.1.10.3.2.b. Max. driveway width of 7.5m to allow for a max. width of 16.82m.)

***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**

Accessory (Vehicle Storage)

**Building Dimensions (m)**

13.41 x 21.95

**Date Constructed**

2025 / 2026

**Front Yard Setback (m)**

41.34

**Rear Yard Setback (m)**

3.05

**S/W Side Yard (m)**

21.54

**N/E Side Yard (m)**

3.05

**Ground Floor Area (m2)**

294.3

**Gross Floor Area (m2)**

379.8

**Building Height (m)**

6.42

**Number of Storeys**

1

**Number of Existing Parking Spaces**

4

**Number of Loading Stalls**

0

**Number of Employees (if applicable)**

0

## 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

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)  
☐

#### Type of Private Well(s)

- ☒ Individual ☐ Communal

##### 3.2.1.2 Sewage Disposal (Existing)

#### Sewage Disposal

- ☐ Municipal Servicing ☐ Private Well(s)  
☒ Septic

##### 3.2.1.3 Storm Drainage (Existing)

#### Storm Drainage Type

- ☐ Sewer ☐ Ditches ☐ Swales ☒ Natural  
☐

### 3.2.2 Proposed Servicing

#### 3.2.2.1 Water Supply (Proposed)

#### Water Supply

- ☐ Municipal Servicing ☐ Private Well(s)  
☒ N/A

##### 3.2.1.2 Sewage Disposal (Proposed)

#### Sewage Disposal

- ☐ Municipal Servicing ☐ Private Well(s)  
☒ N/A



### 3.2.1.3 Storm Drainage (Proposed)

#### Storm Drainage Type

☐ Sewer ☐ Ditches ☐ Swales ☒ Natural

☐

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

N/A

### 3.3 Abutting Land Uses

#### North

Agricultural

#### East

Agricultural

#### South

Agricultural

#### West

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

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#### 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.*

### 4.1.5 Minor Variance Application

Please provide the following information:

#### File Number

Won't take No for an Answer

#### Proposal

Not aware of other applications

#### Status

#### Decision

*If applicable, please upload a copy of the decision.*

## PART 5 - SUBMISSION

Concept Plan/ Site Plan

A1.0 - Site Plan.pdf

A0.0 - Title Page.pdf

### **Elevation Drawings**

A3.0 - Elevations.pdf

A3.1 - Elevations.pdf

### **Floor Plans**

A2.1 - Floorplan.pdf

### **Parcel Register (if applicable)**

### **Applicant Authorization Form (if applicable)**

2025\_07\_29\_Ferguson\_Applicant Authorization Form.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:**

## **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](mailto: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:**

*Scott Fogle*