



## Committee of Adjustment & Consent

### Agenda

Date: March 11, 2026  
Time: 5:30 pm  
Location: Council Chambers, City Hall, second floor

Pages

**1. Call to Order**

**2. Land Acknowledgement**

Burlington as we know it today is rich in history and modern traditions of many First Nations and the Métis. From the Anishinaabeg to the Haudenosaunee and the Métis – our lands spanning from Lake Ontario to the Niagara Escarpment are steeped in Indigenous history.

The territory is mutually covered by the Dish with One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy, the Ojibway and other allied Nations to peaceably share and care for the resources around the Great Lakes.

We acknowledge that the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

**3. Roll Call**

**4. Declarations of Interest**

**5. Addendums**

**6. Request for Deferrals**

6.1 1440 Tyandaga Park Drive\_A-065-2025

1 - 39

The Committee has received a request for deferral for 1440 Tyandaga Park Drive file no. 540-04-A-065-2025 at the request of the applicant.

This item will be rescheduled to a future hearing.

## 7. Consent Items

Hearings of a routine nature, which are not expected to require discussion and/or debate. Staff may not be in attendance to respond to queries on items contained in the Consent Agenda.

### 7.1 4617 Doug Wright Drive\_A-054-2025

40 - 89

#### Proposal:

The applicant is proposing the construction of a 21 m<sup>2</sup> rear yard accessory structure.

#### Variance required:

1. To permit a 1.2 m street side yard abutting Moses Way instead of the minimum required 7.5 m for a proposed 21 m<sup>2</sup> accessory structure.

### 7.2 574 Clark Ave\_A-091-2025

90 - 112

#### Proposal:

The applicant is proposing to legalize the construction of a fence built within 3 m of the front lot line.

#### Variance required:

1. To permit a fence height of 1.6 m instead of the maximum permitted 1.2 m for a proposed 5.2 m wide fence within 3 m of the front lot line.

## 8. Regular Items

8.1 None

## 9. Other Business

9.1 Correspondence

9.2 Items for Discussion

9.3 Date of Next Meeting

9.4 Motion to Approve Committee of Adjustment Meeting Minutes

## 10. Adjournment

**From:** [Crough, Mike](#)  
**To:** [Mailbox, Planning - Committee of Adjustment](#)  
**Cc:** [O'Reilly, John](#); [Tejas Bhatt](#); [Simmy Su](#); [Parks, Carson](#)  
**Subject:** RE: 1440 Tyandaga Park Dr\_A-065-2025 - Request for Deferral  
**Date:** Tuesday, February 24, 2026 11:13:19 AM

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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

We are the agents for Variance Application A-065-2025 for lands known as 1440 Tyandaga Park Drive. Based in part on recent communication with planning staff, **we are formally requesting a deferral of this application to the March 25, 2026 meeting date.** This will give us some additional time to discuss options with staff before a recommendation report is finalized. Please confirm receipt of this email and advise of any other formal steps that need to be taken. Thanks very much.

**Mike Crough** MCIP RPP

Principal - Planning

Arcadis Professional Services (Canada) Inc.  
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[www.arcadis.com](http://www.arcadis.com)

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(905) 335-7629  
[committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca)  
FILE NO. 540-02-**A-065/25**  
Committee of Adjustment  
**Date of Mailing: February 23, 2026**

## NOTICE OF PUBLIC HEARING

Capreit Apartments Inc, the owner of 11 Church St. Suite 401 Toronto, has applied to the Committee of Adjustment for a Minor Variance to the requirements of Zoning By-law 2020, as amended. The property in question is **1440 and 1450 Tyandaga Park Dr. Burlington** (see map).

The application is proposing to convert existing storage spaces within two existing residential buildings to accommodate three new one-bedroom apartment units. The existing buildings currently contain 175 residential units. With the proposal to add 3 new units, the buildings will contain a total of 178 residential units. This proposal results in the following variances:

1. To permit 0 occupant accessible parking spaces instead of the minimum required 7 accessible parking spaces.
2. To permit 1 parking space for the use of maintenance vehicles servicing the site instead of the requirement of 3 maintenance vehicle spaces
3. To permit 0.115 space per unit (21 spaces) for visitor parking instead of the required 0.25 spaces per unit (45 spaces).

You have received this notice as stipulated by the *Planning Act* because your property is within 60 metres of the property noted above. The application materials are available on request by contacting Committee of Adjustment staff by one of the methods listed above. A copy of the Agenda, containing staff reports and drawings, can be viewed online under the Meeting Agenda tab at **Burlington.ca/coa** on or after **February 23, 2026**.

Committee of Adjustment Hearings will be hybrid-conducted in person and virtually. All members of the public, applicants and their agents will now have the option to participate in the public meeting process in person at City Hall in Council Chambers, or remotely via Zoom Webinar Video Conferencing Technology. The Committee of Adjustment will meet to consider the above application under Section 45 of the *Planning Act*, 1990, as amended on:

**WEDNESDAY MARCH 11, 2026**

This application is scheduled to be heard at or after 5:30 pm.

### **How to participate if I have comments or concerns?**

#### **Written Submissions**

Members of the public who would like to participate in a Committee of Adjustment meeting are able to send written comments regarding the application by e-mail to [committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca) with the subject line to read "Comments\_Your Name\_File No.\_Address of the Property".

Alternatively, written comments can be sent by regular mail addressed to the Secretary-Treasurer. Include your name, address, application number and address of the property for which you are providing comments.

City of Burlington Committee of Adjustment - Community Planning  
426 Brant Street P.O. Box 5013 Burlington, Ontario, L7R 3Z6  
[committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca)

To allow all Committee of Adjustment members the opportunity to review and consider your comments, please provide your written submissions to be received no later than noon the day before the hearing date.

### **Oral Submissions**

Members of the public are also able to provide oral comments regarding Committee of Adjustment Hearing items by participating virtually through Zoom via computer or phone, or by attending the Hearing in-person. Participation virtually requires pre-registration in advance. Please contact staff for instructions if you wish to make a presentation containing visual materials.

#### **1. Virtual Oral Submissions**

To register as a delegate, please contact the Secretary-Treasurer no later than 12:00 p.m. (noon) the day before the hearing date. The following information is required to register; Committee of Adjustment file number, hearing date, name, and mailing address of each person wishing to speak, if participation will be by phone or video. All requests to delegate must contain a copy of your intended remarks which will be circulated to all members of Committee in advance.

#### **2. In person Oral Submissions**

Interested members of the public, agents, and owners who wish to participate in person may attend Council Chambers on the date and time listed on the Notice of Public Hearing. Please note that you will be required to provide your name and address for the record. It is advised that you arrive no less than 10 minutes before the time of the Public Hearing as noted on the Notice of Public Hearing.

### **Attend or View the Committee of Adjustment Hearing:**

If you do not wish to participate, but would like to follow along, the hearing will be held in person at City Hall in Council Chambers and live through a Zoom Webinar. Instructions, links and phone numbers for joining the meeting will be posted on the Committee of Adjustment webpage the day prior to the scheduled meeting. The link will be active at **5:00 p.m.**

If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must submit a written request to the Secretary-Treasurer. This will also entitle you to be advised of a possible Ontario Land Tribunal Hearing. In accordance with the Planning Act, the Committee of Adjustment decision may be appealed to the Ontario Land Tribunal by the owner, the Minister of Municipal Affairs and Housing, a specified person or public body that has an interest in the matter.

The applicant is advised that it is **mandatory** that either the applicant or an authorized agent of the applicant must be present at the hearing either in person or virtual.

For more information about this matter, contact Catherine Susidko-Petriczko at [committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca)

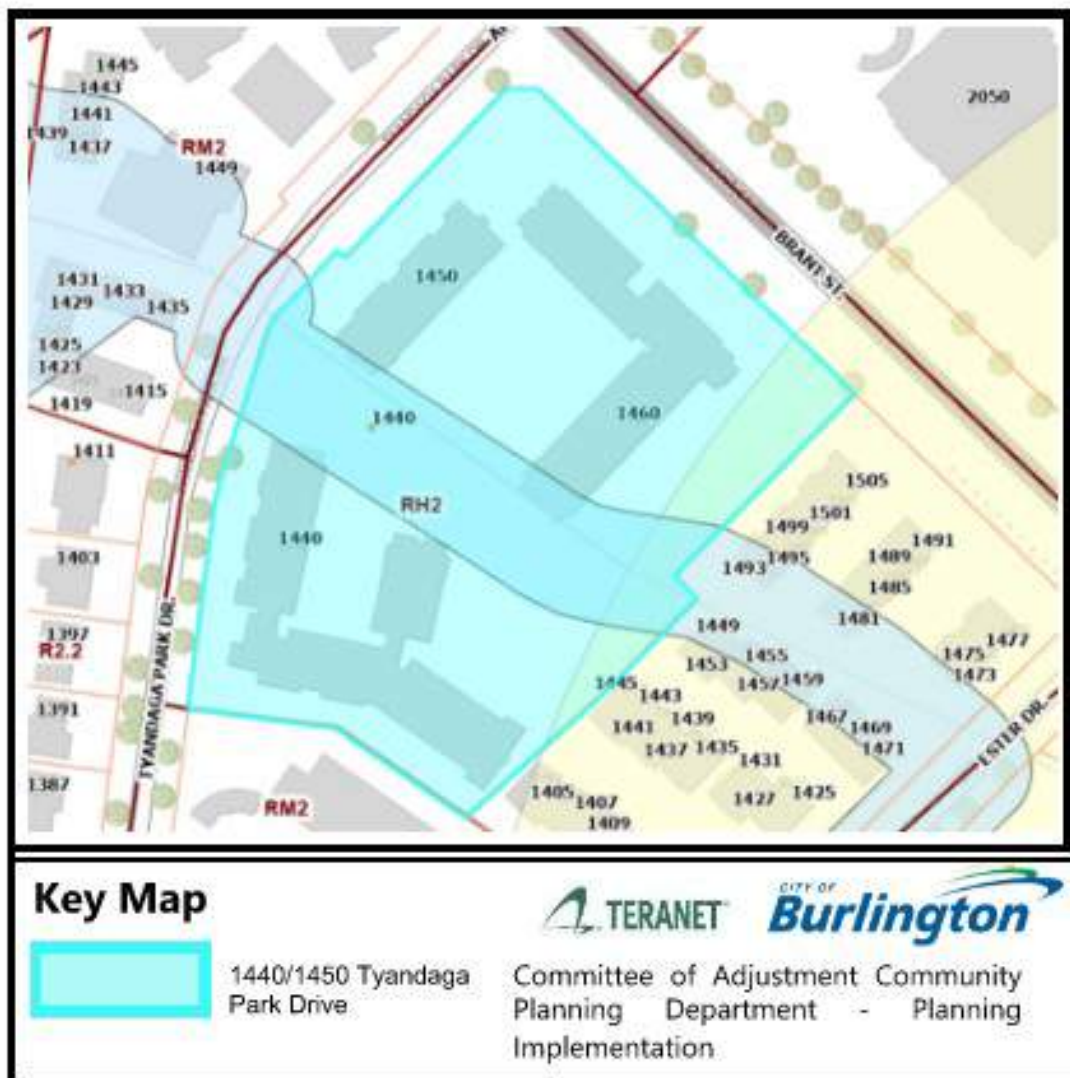
Yours truly,



Catherine Susidko-Petriczko  
Secretary-Treasurer  
Committee of Adjustment

Personal information including comments and public feedback, is collected under the legal authority of the Planning Act, R.S.O. 1990, Chapter c. P.13, as amended, and the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, as amended, which will be used to process the application and in the decision making process and becomes the property of the City of Burlington, and is considered to be a public record and will be disclosed to any individual (including being posted on the internet) upon request. Questions about this collection should be directed to the Secretary-Treasurer, Burlington Committee of Adjustment, Community Planning Department, 426 Brant Street, P.O. Box 5013, Burlington, Ontario; L7R 3Z6 (905) 335-7629.

### Key Map



**PLANNING ACT, R.S.O. 1990, C.P. 13  
APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION**

*THE UNDERSIGNED HEREBY APPLIES TO THE COMMITTEE OF ADJUSTMENT FOR THE CITY OF BURLINGTON UNDER SECTION 45 OF THE PLANNING ACT, R.S.O. 1990, C.P.13, AS DESCRIBED IN THIS APPLICATION, FROM BY-LAW NO. 2020. (AS AMENDED)*

Application made under:

Section 45 (1) of the Planning Act

Section 45 (2) of the Planning Act

Discussed the application with a City Zoning Examiner and Development Planner Y  or N

Name of Planner: \_\_\_\_\_ Name of Zoning Examiner: \_\_\_\_\_

**PROPERTY INFORMATION**

Municipal Address(es) of property:

1440/1450 Tyandaga Park Drive Conversion

Legal Description of property:

Lots 10 and 11 and Part of Block A Plan M-3 City of Burlington

Official Plan Designation: Residential Neighbourhoods Current Zoning Designation RH2 (Residential High Density)

**OWNER(S) INFORMATION:**

Legal Name (as it appears on the title for the property):

Canadian Apartment Properties REIT ("CAPREIT")

Mailing Address: 11 Church Street City: Toronto

Postal Code: M5E 1W1 Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Work Phone: ██████████ E-Mail: ██████████

**AGENT INFORMATION** (if applicable): (This person will be the primary point of contact if provided)

Name:

Mike Crough (Arcadis Professional Services Inc. Canada)

Business Address: Suite 200, East Wing-360 James Street North City: Hamilton

Postal Code: L8L 1H5 Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Work Phone: ██████████ E-Mail: ██████████

**PROPOSED DEVELOPMENT** Please outline in detail your proposed development and list each variance you are requesting, as well as the Zoning By-law Requirements. Attach a separate sheet if required.

Refer to supporting planning report. The Owner seeks to convert existing storage space within two existing residential buildings to accommodate 3 new one bedroom units.

Application being made as a under the Planning Act, Section 45(1)

Variance(s) Requested	Zoning Bylaw Requirement
Refer to report , an application is being made under Section 45(1) of the Planning Act.	Refer to report for technical details.
Visitor Parking, Maintenance Parking, General Parking Provisions	

**In your own words, please explain why you are unable to comply with the provisions of the Zoning By-law and how the minor variance(s) meet the four (4) tests under the Planning Act:**

1. Why is the variance(s) minor in nature? \_\_\_\_\_

The variances are minor in nature as they are representative of the existing context and the three identified variances are of minor numerical differences. Refer to report.

2. Why are the variance(s) desirable for the appropriate use of the land? \_\_\_\_\_

The variances are desirable and appropriate as they will facilitate the provision of additional housing units. Refer to report.

3. Do the variance(s) meet the intent and purpose of the Official Plan? \_\_\_\_\_

The variances maintain the general intent of the Official Plan as polices (8.3.1.a) encourage the strategic intensification and development of Neighbourhood Areas to meet housing needs/targets. Refer to report.

4. Do the variance(s) meet the intent and purpose of the Zoning By-law? \_\_\_\_\_

The identified variances maintain the general intent of the Zoning By-law as the requested variances are based mainly on existing conditions that are not proposed to change. Refer to report.

<b>PROPERTY DETAILS (please complete all fields):</b>		
Date property purchased: _____ <small>Unknown</small> <small>mmm/dd/yyyy</small>	Date property first built on: _____ <small>Prior to December 1972</small> <small>mmm/dd/yyyy</small>	Date of proposed construction: _____ <small>Undetermined</small> <small>mmm/dd/yyyy</small>
<b>Existing Use of the Subject Property</b> (check one): Detached Dwelling <input type="checkbox"/> Semi-Detached Dwelling <input type="checkbox"/> Townhouse Dwelling <input type="checkbox"/> Street Townhouse Dwelling <input type="checkbox"/> Stacked Townhouse Dwelling <input type="checkbox"/> Apartment <input checked="" type="checkbox"/> Mixed Use <input type="checkbox"/> Hi Rise <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Vacant <input type="checkbox"/> Other <input type="checkbox"/> _____	Length of time the existing uses of the subject property have continued: Approx 50+ years	<b>Proposed Use of the Land:</b> No proposed changes to use. Residential will be maintained
	<b>Existing Uses of Abutting Properties</b> (check all that apply) Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Multi-Residential <input checked="" type="checkbox"/> Vacant <input type="checkbox"/> Hydro right-of-way <input type="checkbox"/> Railway right-of-way <input type="checkbox"/> Provincial Highway <input type="checkbox"/> Park <input type="checkbox"/> Other <input type="checkbox"/> _____ Conservation Halton Lands: Lake Ontario <input type="checkbox"/> Creek <input type="checkbox"/> Storm Water Management Pond/Channel <input type="checkbox"/> Ravine <input type="checkbox"/>	
<b>Additional Information</b> Is liquor sold on site? Y <input type="checkbox"/> or N <input checked="" type="checkbox"/>  Is the property on the Municipal Cultural Heritage Register for the City of Burlington? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> <div style="text-align: right;">Unknown <input type="checkbox"/></div>		
<b>Type of Access to the Subject Lands</b> Provincial Highway <input type="checkbox"/> Municipal Road <input checked="" type="checkbox"/> Private Road <input type="checkbox"/> Water <input type="checkbox"/> Other(specify) <input type="checkbox"/>		
<b>Municipal Services Provided</b> Water <input checked="" type="checkbox"/> If not available, by what means is it provided: _____ Sanitary Sewers <input checked="" type="checkbox"/> If not available, by what means is it provided: _____ Storm Sewers <input checked="" type="checkbox"/> If not available, by what means is it provided: _____		
<b>IS THE SUBJECT LAND(S) THE SUBJECT OF ANY OF THE FOLLOWING DEVELOPMENT APPLICATIONS:</b> <input type="checkbox"/> Official Plan Amendment <input type="checkbox"/> Zoning By-law Amendment <input checked="" type="checkbox"/> Building Permit <input type="checkbox"/> Site Development Plan <input type="checkbox"/> Plan of Subdivision <input type="checkbox"/> Previous Minor Variance <input type="checkbox"/> Consent		

There are multiple buildings on the lot, please refer to site plan [committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca)

<b>FOR RESIDENTIAL DETACHED OR SEMI-DETACHED DWELLINGS</b>							
Dimensions of Property			Street Width (see first page of application for how to obtain)			Lot Coverage	Corner Lot? Y <input type="checkbox"/> N <input type="checkbox"/>
Frontage	Depth	Area	Actual	Deemed	Required		

<b>Particulars of all buildings and structures on or proposed for the subject lands</b> (attach additional page if required)			
<b>EXISTING (Dwelling/Building)</b>		<b>PROPOSED (Dwelling/Building/Addition)</b>	
Ground Floor Area (incl. attached garage)	M <sup>2</sup>	Ground Floor Area (incl. attached garage)	M <sup>2</sup>
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Number of Storeys:		Number of Storeys:	
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>Garage/Car Port</b>		<b>Garage/Car Port</b>	
Detached?	Y <input type="checkbox"/> N <input type="checkbox"/>	Detached?	Y <input type="checkbox"/> N <input type="checkbox"/>
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>Accessory Structures (Shed, Gazebo, etc)</b>		<b>Accessory Structures</b>	
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>Other (pool, additional sheds, decks, driveways, etc.)</b>		<b>Other</b>	
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>LOCATION of all existing and proposed buildings and structures</b>			
<b>EXISTING</b>		<b>PROPOSED</b>	
Front:	M	Front:	M
Rear:	M	Rear:	M
Side/Street Side:	M	Side/Street Side:	M
Side/Other Side:	M	Side/Other Side:	M

<b>FOR COMMERCIAL, MIXED USE, INDUSTRIAL AND OTHER</b>							
Dimensions of Property			Street Width (see first page of application for how to obtain)			Have you applied for Site Plan Approval?	
Frontage	Depth	Area	Actual	Deemed	Required	Density	Y <input type="checkbox"/> N <input type="checkbox"/>
							File #:

<b>Particulars of all buildings and structures on or proposed for the subject lands</b> (attach additional page if required)			
<b>EXISTING (Building)</b>		<b>PROPOSED (Building/Addition)</b>	
Ground Floor Area:	M <sup>2</sup>	Ground Floor Area:	M <sup>2</sup>
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Number of Storeys:		Number of Storeys:	
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
Floor Area: Office Space	M <sup>2</sup>	Floor Area: Office Space	M <sup>2</sup>
Floor Area: Warehouse/Retail/Other:	M <sup>2</sup>	Floor Area: Warehouse/Retail/Other:	M <sup>2</sup>
# of Existing Units:		# of Proposed Units:	
Floor Area Ratio:		Floor Area Ratio:	
Required Parking Spaces:		Proposed Parking Spaces:	
Existing Parking Spaces:			
<b>EXISTING (Other)</b>		<b>PROPOSED (Other)</b>	
Ground Floor Area:	M <sup>2</sup>	Ground Floor Area:	M <sup>2</sup>
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Number of Storeys:		Number of Storeys:	
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>LOCATION of all existing and proposed buildings and structures</b>			
<b>EXISTING (Building)</b>		<b>PROPOSED (Building)</b>	
Front:	M	Front:	M
Rear:	M	Rear:	M
Side:	M	Side:	M
Side:	M	Side:	M
<b>OTHER</b>		<b>OTHER</b>	
Front:	M	Front:	M
Rear:	M	Rear:	M
Side:	M	Side:	M
Side:	M	Side:	M

**MULTI-RESIDENTIAL**

**(STREET TOWNHOUSE, HI-RISE, STACKED TOWNHOUSES, DUPLEXES, etc)**

Dimensions of Property			Street Width (see first page of application for how to obtain)			Density	Have you applied for Site Plan Approval? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> File #:	
Frontage	Depth	Area	Actual	Deemed	Required			
<b>REFER TO SITE PLAN AND SURVEY</b>								

**Particulars of all buildings and structures on or proposed for the subject lands**

(attach additional page if required)

<b>EXISTING (Building)</b>		REFER TO SITE PLAN AND SURVEY	<b>PROPOSED (Building/Addition)</b>	
Ground Floor Area:	NA	M <sup>2</sup>	Ground Floor Area:	NA M <sup>2</sup>
Gross Floor Area:	1911-2595	M <sup>2</sup>	Gross Floor Area:	+1577 M <sup>2</sup>
Number of Storeys:	2-3		Number of Storeys:	2-3
Width:	Varries	M	Width:	M
Length:	Varries	M	Length:	REFER TO SITE PLAN AND SURVEY M
Height:	Varries	M	Height:	M
# of Existing Units:	175	M <sup>2</sup>	# of Proposed Units:	178 M <sup>2</sup>
Floor Area Ratio:	NA	M <sup>2</sup>	Floor Area Ratio:	NA M <sup>2</sup>
Required Parking Spaces:	NA		Proposed Parking Spaces:	215
Existing Parking Spaces:	215			
<b>EXISTING (Other)</b>		REFER TO SITE PLAN AND SURVEY	<b>PROPOSED (Other)</b>	
Ground Floor Area:		M <sup>2</sup>	Ground Floor Area:	REFER TO SITE M <sup>2</sup>
Gross Floor Area:		M <sup>2</sup>	Gross Floor Area:	PLAN AND SURVEY M <sup>2</sup>
Number of Storeys:			Number of Storeys:	
Width:		M	Width:	M
Length:		M	Length:	M
Height:			Height:	M

**LOCATION of all existing and proposed buildings and structures**

<b>EXISTING (Building)</b>		<b>PROPOSED (Building)</b>	
Front:	M	Front:	M
Rear:	REFER TO SITE PLAN AND SURVEY M	Rear:	REFER TO SITE PLAN AND SURVEY M
Side:	M	Side:	M
Side:	M	Side:	M
<b>OTHER</b>		<b>OTHER</b>	
Front:	M	Front:	M
Rear:	M	Rear:	M
Side:	M	Side:	M
Side:	M	Side:	M

**AFFIDAVIT**

\*Please fill out at time of submission of application

I have the authority to bind the Corporation (check if applicable)  Signature of Applicant or Authorized

Agent: Mike Crough Arcadis Professional Services (Canada) Inc. c/o

I, Mike Crough of the City of Hamilton in the Province  
(print name) (Region/City/County) (City/Town/Township)

of Ontario solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the City of Hamilton in the Province of Ontario  
(Region/City/County) (City/Town/Township)

this 31st day of October 2025.


Jared Vail Marcus, a Commissioner, etc

Province of Ontario,

for Arcadis Professional Services( Canada) Inc.

Expires June 16, 2026

  
Signature of Commissioner, etc.

  
Signature of Applicant or Authorized Agent

**PERMISSION TO ENTER**

**\*IMPORTANT\*** This MUST be completed for all applications and signed by the OWNER.

Municipal Address of Subject Lands: 1440 & 1450 Tyandaga Park Drive, City of Burlington

I hereby authorize the Committee of Adjustment members, City of Burlington and Region of Halton staff to enter onto the above-noted property for the limited purposes of evaluating the merits of this application.

  
Signature of Owner

Julian Schonfeldt, CIO  
Print Name

**POSTING OF ADVISORY SIGN**

This will confirm the requirement of the Committee of Adjustment for a sign to be posted by all applicants or agents on each property under application.


A sign will be made available to you after completion of the zoning review of your application(s) and you are directed to post each sign in a prominent location that will enable the public to observe the sign.

The location of each sign will depend on the lot and location of structures on it, however, the sign should be placed so as to be legible from the roadway in order that the public can see the sign and make note of the telephone number should they wish to make inquiries. In most cases, please post the sign on a stake as you would a real estate sign. For commercial or industrial buildings it may be appropriate to post the sign on the front wall of the building at its entrance. Please contact the undersigned if you have any queries on the sign location.

**DO NOT POST THE SIGN INSIDE THE BUILDING BY A WINDOW. The sign must be outdoors by the roadway in order to be visible and readable.**

Each sign must remain posted beginning 10 days prior to the hearing, until the day following the hearing. Please fill in the form below indicating your agreement to post the sign(s) as required. This form must be submitted with the application so that it may be placed on file as evidence that you have met the committee's requirements. Failure to post the sign as required will result in deferral of the application.

**I UNDERSTAND THAT EACH SIGN MUST BE POSTED AT LEAST 10 DAYS BEFORE THE HEARING, AND WILL REMAIN POSTED AND BE REPLACED, IF NECESSARY, UNTIL THE DAY FOLLOWING THE HEARING.**

Owner Name	Julian Schonfeldt, CIO	Property Address	1440 & 1450 Tyandaga Park Drive, City of Burlington
			10/30/2025
	Signature of Owner/Applicant		Date (mmm/dd/yyyy)

**Common Document Naming Standards**

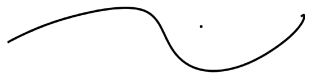
<b>Document Type:</b>	<b>Abbreviation:</b>
Minor Variance Application	MV APP
Land Division (Consent) Application	LD APP
Legal OLS survey	SVY
Site plan	SP
Grading and drainage plan	GDPL
Elevations	ELEV
Drawing Package	DWG
Planning Justification Report	PLN RP
Arborist report	ARB
Tree protection plan	ARB TPP
Conservation Halton	CH
Niagara Escarpment Commission	NEC
Halton Region	HREG
Burlington Hydro	HYD
Ministry of Transportation	MTO

For any other documents not indicated above, please name documents plainly so that the contents are clear. Do not use obscure abbreviations. Do **not** separate drawing packages into individual pages.

<b>Minor Variance Application Checklist</b> Please add a check mark beside the items you have provided with your application. Illegible drawings or those missing required details will be returned to applicant.	<b>Select (✓)</b>
<b>LEGAL SURVEY (must be prepared and signed and dated by an Ontario Land Surveyor)</b>  * For new development, a Proposed Building Plan stamped by an Ontario Land Surveyor or Professional Engineer may be required.	Yes
OR	
<b>DETAILED SITE PLAN (must be prepared and stamped by Professional Engineer, Ontario Land Surveyor or Professional Architect). A legal survey may still be required at the discretion of staff.</b>	Yes
AND	
<b>PLAN and ELEVATION DRAWINGS which include the following as applicable:</b> (Missing details or illegible drawings will be sent back to the applicant for correction)	Yes
<b>SITE PLAN</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Metric Scale</li> <li><input checked="" type="checkbox"/> North Arrow</li> <li><input checked="" type="checkbox"/> Frontage</li> <li><input checked="" type="checkbox"/> Depth</li> <li><input checked="" type="checkbox"/> Lot Area</li> <li><input checked="" type="checkbox"/> Lot Coverage</li> <li><input checked="" type="checkbox"/> Deemed Street Line</li> <li><input checked="" type="checkbox"/> Existing Front Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Rear Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Side Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Street Side Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Porch, Stairs and Overhang Setbacks</li> <li><input checked="" type="checkbox"/> Proposed Front Yard Setbacks</li> <li><input checked="" type="checkbox"/> Proposed Rear Yard Setbacks</li> <li><input checked="" type="checkbox"/> Proposed Side Yard Setbacks</li> <li><input checked="" type="checkbox"/> Proposed Street Side Yard Setbacks</li> <li><input checked="" type="checkbox"/> Proposed Porch, Stairs and Overhang Setbacks</li> <li><input checked="" type="checkbox"/> Streets (Public and Private)</li> <li><input checked="" type="checkbox"/> Street Names</li> <li><input checked="" type="checkbox"/> Parking (Dimensioned spaces, Driveway Width, Arrangement)</li> <li><input checked="" type="checkbox"/> Railways (Location of them and setbacks to structures)</li> <li><input checked="" type="checkbox"/> All Watercourses and/or Conservation Halton Areas(creeks, lakes, etc)</li> </ul>	

<p><b>Minor Variance Application Checklist</b></p> <p>Please add a check mark beside the items you have provided with your application.          Illegible drawings or those missing required details will be returned to applicant.</p>
<p><b>LOCATION AND MEASUREMENTS OF SHED, DECK OR OTHER STRUCTURES</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Setbacks</li> <li><input checked="" type="checkbox"/> Height</li> <li><input checked="" type="checkbox"/> Area</li> <li><input checked="" type="checkbox"/> Length</li> <li><input checked="" type="checkbox"/> Width</li> </ul>
<p><b>ELEVATIONS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Metric</li> <li><input type="checkbox"/> Front</li> <li><input type="checkbox"/> Rear</li> <li><input type="checkbox"/> Side 1</li> <li><input type="checkbox"/> Side 2</li> </ul>
<p><b>FLOOR PLANS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Metric</li> <li><input type="checkbox"/> North Arrow</li> <li><input type="checkbox"/> Gross Floor Area Calculation</li> <li><input type="checkbox"/> Ground Floor Area Calculation</li> <li><input type="checkbox"/> Floor Area Ratio (where applicable)</li> </ul>

I have reviewed the minor variance checklist and ensure all the applicable information is shown on the drawings submitted as part of this application.



\_\_\_\_\_  
 Signature of Owner/Agent

October 31st, 2025

\_\_\_\_\_  
 Date (mmm/dd/yyyy)

City of Burlington  
Committee of Adjustment Secretary-Treasurer  
426 Brant St., PO Box 5013  
Burlington, ON L7R 3Z6

Arcadis Professional Services  
(Canada) Inc.  
360 James Street North  
Suite 200  
Hamilton, Ontario L8L 1H5  
Canada  
Phone: 905 546 1010  
[www.arcadis.com](http://www.arcadis.com)

Date: 10-29-2025

Subject: Permission/Minor Variance Application – 1440 & 1450 Tyandaga Park Drive, City of Burlington

Dear Committee Clerk and Committee Members,

Arcadis Professional Services Canada Inc. (Arcadis) has been retained by Canadian Apartment Properties REIT (“CAPREIT”) the owner of 1440/1450 Tyandaga Park Drive in the City of Burlington (the “subject lands”) to provide professional planning services with respect to the subject lands. Please accept this letter and the following documents as the complete application:

- One (1) copy of the completed and signed Application Form;
- One (1) copy of the Site Plan prepared by Arcadis Professional Services Canada Inc.

Please be advised that one (1) cheque in the amount of \$7,805.00 made payable to the City of Burlington as the required application review fee will be mailed or delivered to the City of Burlington office by our client. We ask that you please confirm receipt.

The proposal seeks to add a total of three residential units to two existing buildings on the same parcel respectively. No demolition is proposed, and the proposed units will repurpose existing storage space on the ground floor of each building. Based on our review, the existing development predates the current City of Burlington Zoning Bylaw 2020. The proposal seeks to maintain the current use and add dwelling units within the building footprints and setbacks that are established.

The Powers of the Committee of Adjustment with respect to minor variances are provided by subsection 45 (1) of the Planning Act. The above excerpt permits the Committee of Adjustment to grant Minor Variances from the Zoning By-law provided they meet what is known as the four (4) tests. A review of the four tests is provided within this report for efficient review and processing of the application.

The following sections of this letter provide an overview of the subject lands and proposal details, as well as the applicable planning controls.

### Site Location and Context

The subject lands are municipally known as 1440 & 1450 Tyandaga Park Drive in the City of Burlington and have a total area of approximately 2.26 ha, an approximate frontage of 196 m along Tyandaga Park Drive, and 74 m along Brant Street. The subject lands contain several residential buildings, with a shared accessway off of Tyandaga Park Drive. 1440 Tyandaga Park Drive ranges from 3-5 storeys and 1450 Tyandaga Park Drive ranges from 2-3 Storeys. It is noted that based on our review, the development predates the existing City of Burlington Zoning Bylaw 2020.

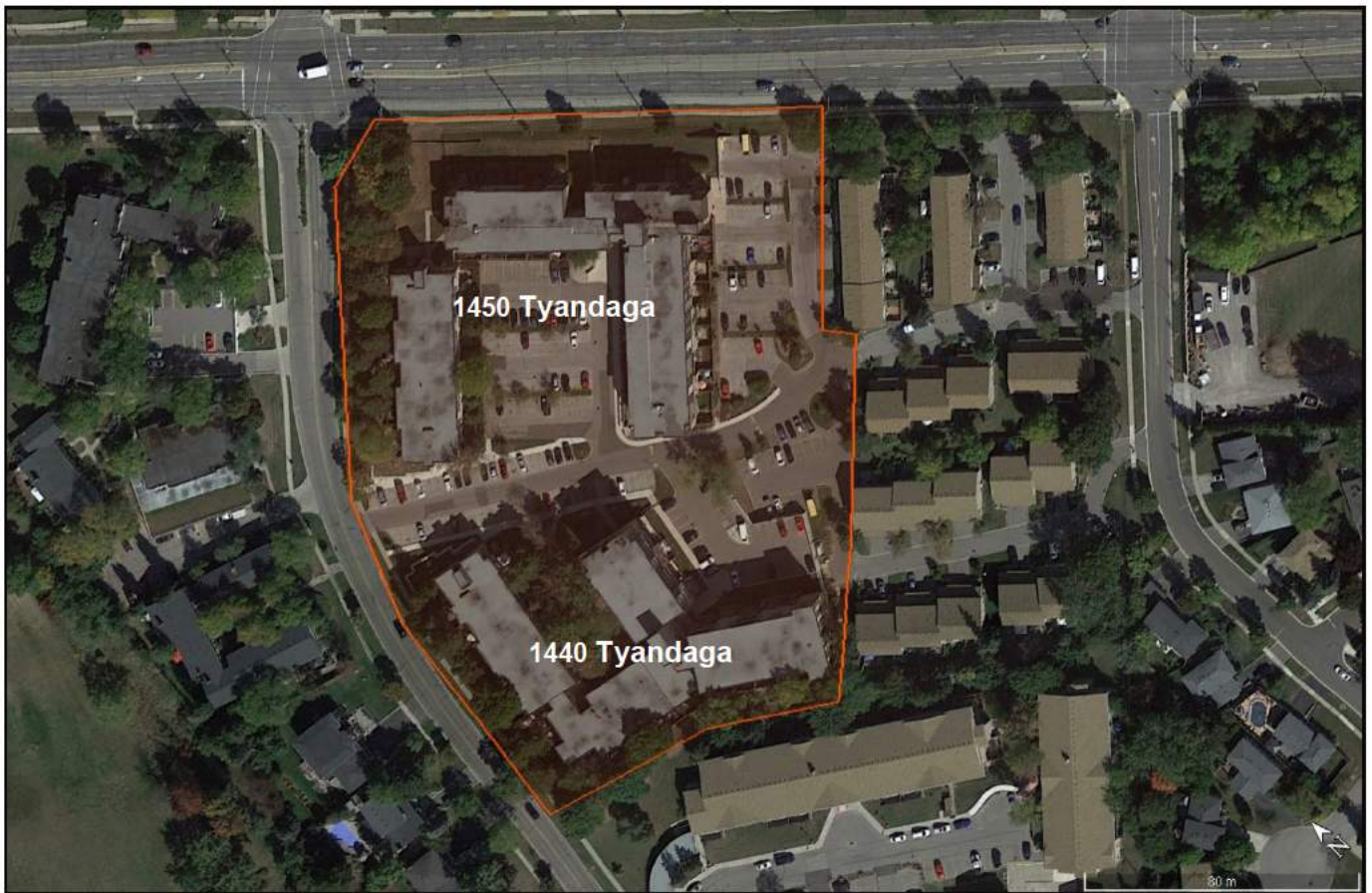


Figure 1 Aerial View of Subject Lands, Retrieved from Google Earth 2025



Figure 2 Street View of Subject Lands from Brant Road, Retrieved from Google Earth 2025



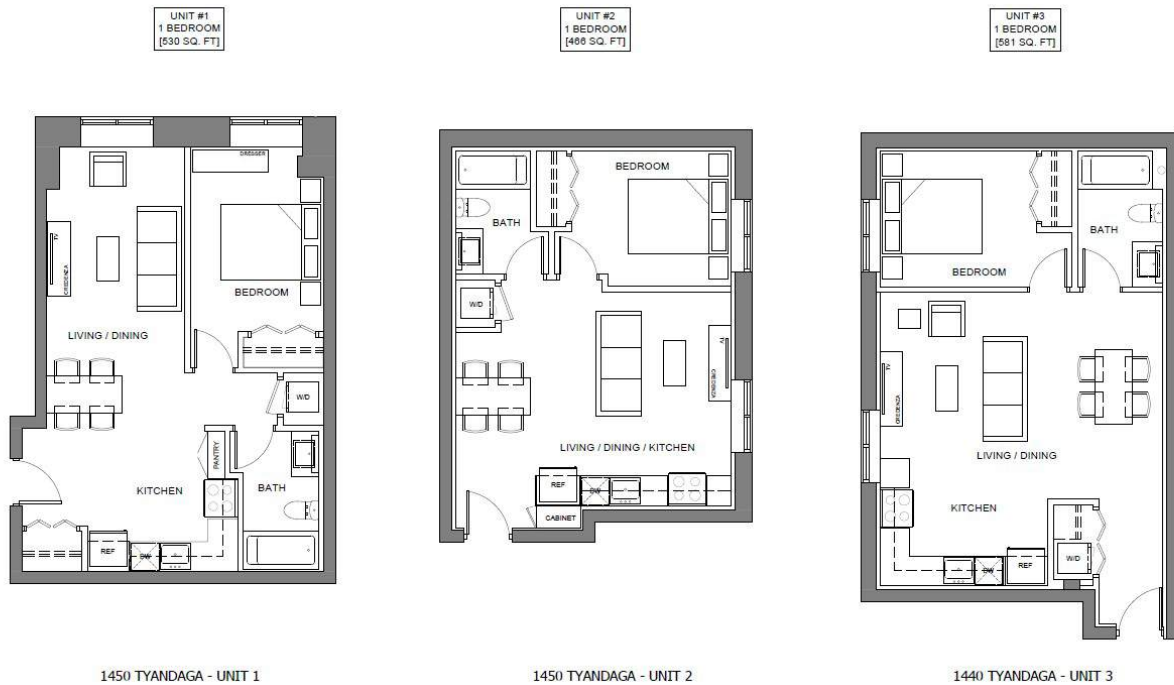
Figure 3 Street View of Subject Lands from Brant Road, Retrieved from Google Earth 2025



Figure 4 Street View of Subject Lands from Tyandaga Park Drive, Retrieved from Google Earth 2025

## Proposed Development

The proposal seeks to convert existing storage space within each of the two modified buildings to accommodate three new residential units on the ground floors respectively. 1450 Tyandaga would have two new units and 1440 Tyandaga would have one new unit. The units will make use of existing GFA within each building and do not require demolition or removal of existing residential units. Each new unit proposed is designed as a one-bedroom unit, ranging from 466-580 sq ft. The proposed floor plans are included below.



### NEW RESIDENTIAL SUITES INTERIOR APARTMENT CONVERSIONS

1440 + 1450 TYANDAGA PARK DR, BURLINGTON, ON L7P 1N3

pomeroyarchitecture inc.

March 18, 2025

$\frac{3}{16}'' = 1'-0''$

Figure 5 Proposed Floor Plans of New/Converted Residential Units

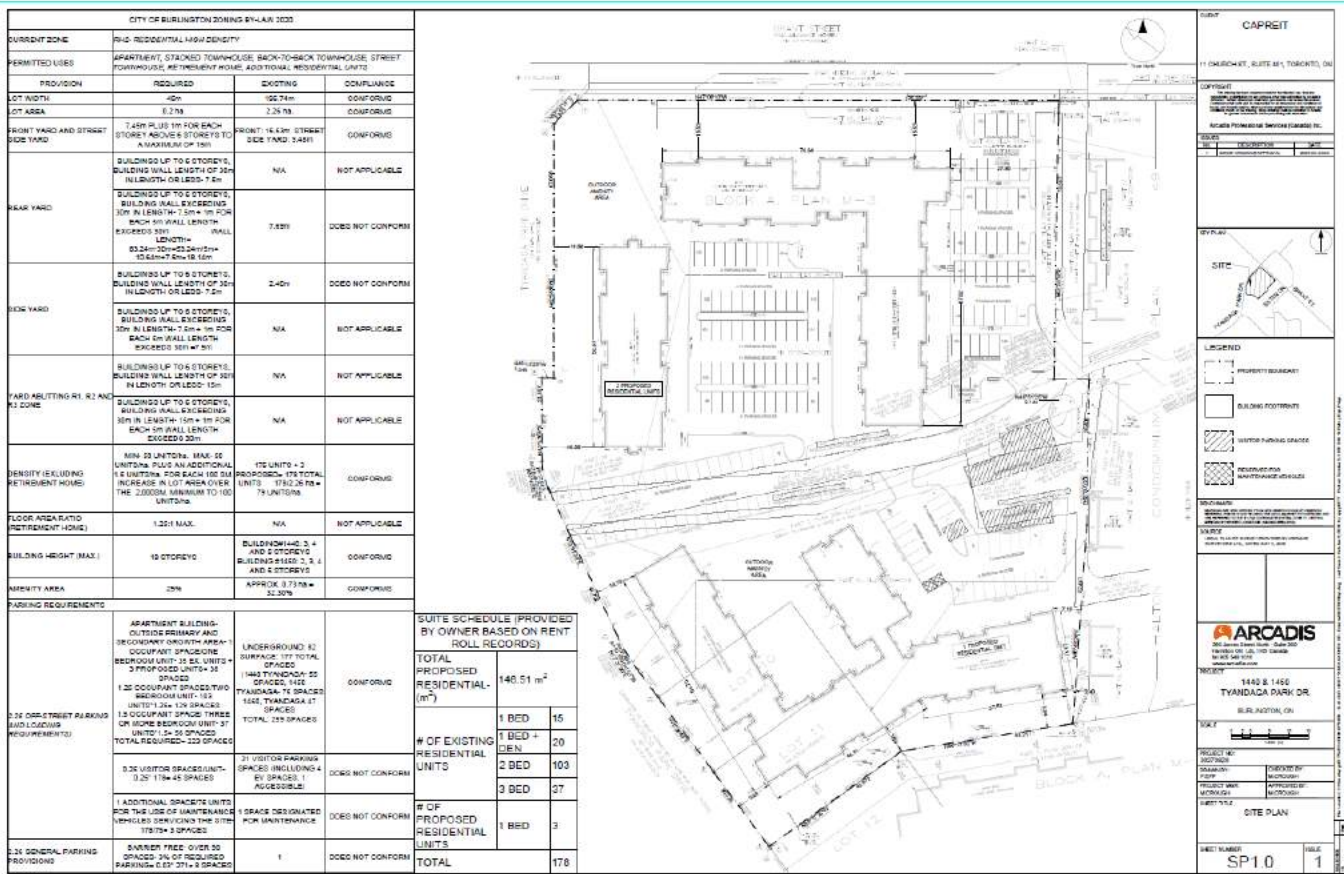


Figure 6 Site Plan, Prepared by Arcadis

## Planning Context

The following subsections outline the applicable planning legislative and policy framework at the time of application.

### Planning Act R.S.O. 1990, c.P.13

The *Planning Act*, R.S.O. 1990, c.P.13 (the “*Planning Act*” or “*Act*”), consolidated in 2021, is the central piece of legislation governing land use planning in the Province of Ontario. The purpose of the *Act* is to provide planning processes that are fair; promote sustainable economic development; provide a land use planning system; integrate matters of provincial interest into provincial and municipal planning decisions; encourage co-operation and coordination among interests; and to recognize the decision-making authority and accountability of municipal councils on planning.

#### *Powers of committee*

45 (1) The committee of adjustment, upon the application of the owner of any land, building or structure affected by any by-law that is passed under section 34 or 38, or a predecessor of such sections, or any person authorized in writing by the owner, may, despite any other Act, authorize such minor variance from the provisions of the by-law, in respect of the land, building or structure or the use thereof, as in its opinion

is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained. R.S.O. 1990, c. P.13, s. 45 (1); 2006, c. 23, s. 18 (1); 2009, c. 33, Sched. 21, s. 10 (11).

**Planning Comment:** Powers of the Committee of Adjustment with respect to minor variances are provided by subsection 45 (1) of the Planning Act and are guided by the (4) tests. A review of these tests is included within this report for the efficient review and processing of the application.

## **Provincial Planning Statement 2024**

The PPS is a policy statement issued under the authority of section 3 of the Planning Act and came into effect on October 20, 2024. In respect of the exercise of any authority that affects a planning matter, section 3 of the Planning Act requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act.

### (2.2) Housing

*(1) Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:*

*(b) permitting and facilitating:*

*(2) all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;*

### (2.3) Settlement Areas and Settlement Area Boundary Expansions

#### *(2.3.1) General Policies for Settlement Areas*

*(3) Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities*

**Planning Comment:** Based on the policies above, the proposed development is forward-looking and will facilitate opportunities for an appropriate range and mix of housing options, a primary goal of the PPS. The proposal will provide mild intensification in the form of additional dwelling units within the footprints of the existing buildings. In addition, it will support the achievement of complete communities by providing for a range of housing options and continuing the efficient use of existing buildings, amenity areas and infrastructure.

The PPS is representative of provincial planning objectives. A focus on creating more housing supply is reinforced throughout numerous recent Bills such as Bill 108 (More Homes, More Choice Act) and Bill 23 (More Homes Built Faster Act), each aiming to provide housing opportunities in the form of unlocking more housing supply, while increasing the diversity of housing options in existing communities.

**City of Burlington Official Plan 2020**

The subject lands are designated as Residential Neighbourhoods within the City of Burlington Official Plan 2020, Schedule B Urban Structure. One of the stated objectives is:

*(8.3.1.a) To encourage new residential development and residential intensification within the Residential Neighbourhood Area in accordance with Provincial, Regional and City growth management objectives;*

*(8.3.2.b) Multi-unit residential developments in Residential Neighbourhood Areas should incorporate a mix of unit sizes to accommodate a diverse range of household sizes and incomes.*

*(8.3.5(1)) On lands designated Residential – High Density, ground or non-ground oriented dwellings, as specified in Subsection 8.3.5(1) a) of this Plan, may be permitted, with a density ranging between seventy-six (76) and one hundred and eighty-five (185) units per net hectare.*

**Planning Comment:** The proposal seeks to intensify two of the existing buildings by making use of existing space within the ground floors of the multiunit buildings. A total of 3 new units are proposed across 2 buildings respectively. There are 175 units between the two buildings, with majority of units as 2-3 bedrooms. The request seeks to provide 3 additional units as one bedroom units, adding varied residential opportunities for renters in the area. The density of 76-185 units per net hectare is in conformity with the proposed 178 units on 2.26ha.

**City of Burlington Zoning Bylaw 2020**

The subject lands are zoned RH2 (Residential High Density) under Zoning By-law 2020, which permits apartment buildings. The zone contains various provisions regulating built form, while other sections of the By-law govern parking and other development components.

**Planning Comment:** To inform the Committee, staff and other stakeholders, we have provided a site plan with areas of Zoning non-conformity identified (i.e. individual variances were the application to be reviewed that way). In order to advance the proposal, the application is proposed to be reviewed under section 45 (1) of the Planning Act, which provides the Committee to make decisions with respect to minor variances. This information is provided in Table 1 below. In terms of intent of the By-law and provisions, the RH2 zone permits high density uses, and the proposal would increase the density of the site slightly, while maintaining its current use/form as a multiunit residential apartment complex. The request assists in providing a minor increase in density and can do so in a manner that is efficient and makes strategic use of existing space. The Committee must consider the impact of the extension or enlargement on surrounding properties and the neighbourhood and determine consistency with land use planning principles and requirements that currently regulate the City.

Variance	Required	Existing	Rational
Visitor Parking	0.25 spaces per unit = 45 spaces	21 Visitor Parking spaces, including 4 EV spaces, and 1 accessible	To minimize broader physical site alterations and current operations shared parking between the buildings is proposed to remain at this time. The inclusion of three additional one bed residential units is not expected to impact the sites functioning, and related requests to reduce the number of required maintenance,

			accessible and visitor parking spaces is representative of current site conditions. It is noted that ample parking opportunities exist, and not all spots are utilized as is.
Maintenance Vehicles	1 Space per 75 units = 3 spaces	1 space	Spot identified as #21 is utilized as maintenance parking spot under current operations.
General Parking Provisions	Barrier free over 90 spaces – 3% of required parking = 8 spaces required	1 space	Currently 1 barrier free space is registered on site. Under the current zoning 8 would be required. There are no requests to modify the parking area with this application, all modifications are internal.

Table 1 Identified Variances

The Powers of the Committee of Adjustment with respect to minor variances are provided by subsection 45 (1) of the Planning Act. The above excerpt permits the Committee of Adjustment to grant Minor Variances from the Zoning By-law provided they meet what is known as the four (4) tests. The four tests being:

1. Is the variance minor in nature?
  2. Is the variance desirable and appropriate?
  3. Does the variance maintain the general intent and purpose of the Official Plan? and,
  4. Does the variance maintain the general intent and purpose of the Zoning By-law?
1. The variances are minor in nature as they are representative of the existing context and the three identified variances are of minor numerical differences. The proposal seeks the addition of 3 interior residential units with no external modifications to the existing building, other than cosmetic (i.e. to provide windows).
  2. The variances are desirable and appropriate as they will facilitate the provision of additional housing units in a strategic manner that is consistent with the City of Burlington policy directives. Approval of requested variances is not expected to impact the existing functioning of the property.
  3. The variances maintain the general intent of the Official Plan as polices (8.3.1.a) encourage the strategic intensification and development of Neighbourhood Areas to meet housing needs/targets. Further variation of housing typologies/sizes is preferred (8.3.2.b). In the case of the proposal/subject lands the 3 additional units are one-bedroom units in a building that is comprised of 2-3 bedroom units. Density requirements outlined in policy are adhered to and approval of said variances could provide housing units at a faster rate than a new build.
  4. The identified variances maintain the general intent of the Zoning By-law as the requested variances are based mainly on existing conditions that are not proposed to change. In terms of parking the development has 281 parking spaces, with 1 accessible spot across at grade and underground areas. A requirement of 223 parking spaces and 8 accessible spots is required under the zoning. The proposal does not seek to modify existing layout or external functions of the site. A parking rate of 1.21 spaces per unit is provided, which is essentially the rate that is currently provided on site (i.e. the required parking for the new units do not substantially affect the ratio). To minimize broader physical site alterations and current operations shared parking between the buildings is proposed to remain at this time. The inclusion of three additional

one bed residential units is not expected to impact the sites functioning, and related requests to reduce the number of required maintenance, accessible and visitor parking spaces is representative of current site conditions. It is noted that ample parking opportunities exist, and not all spots are utilized as is.

It is noted that the rear yard and side yard are noted as non-compliant on the site plan. City staff have noted since the original application that Zoning would not require any variances or permissions for recognizing the existing side yards or rear yards as the apartment building are existing as stated in the September 9<sup>th</sup> email from Mark Darlymple, Zoning Examiner. Therefore, these two details are not discussed within this report.

### Conclusion

The Owner seeks to convert existing storage space within two existing residential buildings to accommodate 3 new one bedroom units. 1450 Tyandaga would have 2 new units and 1440 Tyandaga and would have 1 new unit. The proposal allows for strategic and gentle intensification of existing housing stock in an established neighborhood.

In order to advance the proposal, the application is proposed to be reviewed under section 45 (1) of the Planning Act, which provides the Committee to make decisions with respect to minor variances. The proposal does not seek to modify the use, but rather increase the total dwelling unit count and GFA. The deficiencies identified with respect to the current Zoning provisions are representative of the existing site context. A review of the (4) tests is included within this report.

The proposed development conforms to, is consistent with, and/or maintains the intent and purpose of the applicable planning policy and legislative documents and is compatible with the existing neighbourhood. It is our opinion that the proposed development and application should be approved.

We trust the enclosed is in order, however, should you have any questions or require any additional information, please do not hesitate to contact the undersigned at [mike.crough@arcadis.com](mailto:mike.crough@arcadis.com) or 905-546-1010 ext. 63114.

Sincerely,

Arcadis Professional Services (Canada) Inc.



Mike Crough MCIP RPP  
Principal - Planning  
[mike.crough@arcadis.com](mailto:mike.crough@arcadis.com)



Carson Parks  
Planner  
[carson.parks@arcadis.com](mailto:carson.parks@arcadis.com)

**BRANT STREET**  
ROAD ALLOWANCE BETWEEN  
PIN 07147-0189(LT)

PLAN OF SURVEY OF  
LOTS 10 AND 11 AND  
PART OF BLOCK A  
PLAN M-3  
CITY OF BURLINGTON  
REGIONAL MUNICIPALITY OF HALTON

SCALE 1:300  
KRCMAR SURVEYORS LTD. 2025

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

**BEARING**  
BEARINGS SHOWN HEREON ARE GRID DERIVED FROM GPS OBSERVATIONS OF OBSERVED REFERENCE POINTS 'A' AND 'B' USING THE LEICA SMARTNET RTK NETWORK AND ARE REFERRED TO THE 6° UTM COORDINATE SYSTEM, ZONE 17, CENTRAL MERIDIAN 81°00' WEST LONGITUDE. (NAD 83 (CSRS) 2010).

DISTANCES SHOWN HEREON ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999992.

**INTEGRATION DATA**

6° UTM ZONE 17 COORDINATES  
NAD 83 (CSRS) 2010 (CENTRAL MERIDIAN 81°00' WEST LONGITUDE)  
THE UTM COORDINATES LISTED BELOW ARE TO URBAN ACCURACY AND COMPLY WITH SUBSECTION 14(2) OF ONTARIO REGULATION 216/10 FILED UNDER THE SURVEYORS ACT.

OBSERVED REFERENCE POINTS		
MONUMENT ID.	NORTHING	EASTING
(A) SB(912)	4 800 470.61	594 336.05
(B) SB(912)	4 800 310.16	594 517.68
REFERENCE POINTS		
POINT	NORTHING	EASTING
1	4 800 385.69	594 436.43
2	4 800 262.87	594 327.29
3	4 800 292.94	594 247.33
4	4 800 471.00	594 344.67

COORDINATE VALUES SHOWN ARE FOR GEOGRAPHIC INFORMATION SYSTEM INTEGRATION ONLY. COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OF BOUNDARIES SHOWN ON THIS PLAN.

**ELEVATION**  
ELEVATIONS SHOWN HEREON ARE ASSUMED AND ARE RELATED TO DOOR SILL OF No. 1450 TYANDAGA PARK DRIVE (SOUTH END) WITH ASSUMED ELEVATION OF 500.00 METRES.

- LEGEND**
- DENOTES SURVEY MONUMENT FOUND
  - DENOTES SURVEY MONUMENT PLANTED
  - SB DENOTES STANDARD IRON BAR
  - SBIB DENOTES SHORT STANDARD IRON BAR
  - IB DENOTES IRON BAR
  - CP DENOTES CONCRETE PIN
  - OC DENOTES CUT CROSS
  - PB DENOTES PLASTIC BAR
  - (M) DENOTES MEASURED
  - (S) DENOTES SET
  - (OU) DENOTES ORIGIN UNKNOWN
  - (WT) DENOTES WITNESS
  - (RP) DENOTES PLAN M-3
  - (P) DENOTES PLAN OF SURVEY BY SEWELL & SEWELL, O.L.S.
- (P1) DENOTES PLAN HR-26, DATED DECEMBER 23, 1976.  
(P2) DENOTES PLAN 20R-2148  
(P3) DENOTES PLAN OF SURVEY BY YATES & YATES LIMITED, O.L.S. DATED MAY 29, 1984.  
(P4) DENOTES HALTON CONDOMINIUM PLAN 49  
(P5) DENOTES PLAN 20R-22434  
(1370) DENOTES KRCMAR SURVEYORS LTD. O.L.S.  
(646) DENOTES R.G. SEWELL, O.L.S.  
(912) DENOTES A.J. CLARKE, O.L.S.  
(JDB) DENOTES J.D. BARNES LIMITED, O.L.S.  
C DENOTES CONCRETE FOUNDATION  
SIL DENOTES DOOR SILL ELEVATION  
ROOF DENOTES TOP OF ROOF ELEVATION
- ALL BUILDING TIES ARE TAKEN TO BRICK UNLESS NOTED OTHERWISE

- SURVEY REPORT**
- THE RE-ESTABLISHMENT OF THE SURVEY PROPERTY BOUNDARIES IS BASED ON INFORMATION CONTAINED IN THE RELEVANT TITLE DOCUMENTS, REGISTERED PLANS AND ON THE EVIDENCE OF PRIOR SURVEYS FOUND DURING THE COURSE OF PREPARING THE SUBJECT SURVEY.
  - THE TYPE AND LOCATION OF THE EXISTING BUILDINGS AND OTHER IMPROVEMENTS, FENCES ETC., ON OR NEAR THE SUBJECT PROPERTY ARE AS SHOWN ON THE SURVEY PLAN.
  - COMPLIANCE WITH MUNICIPAL ZONING REQUIREMENTS IS NOT CERTIFIED BY THIS REPORT.
  - SUBJECT LANDS COMPRISES ALL PINS 07126-0515(LT), 07126-0516(LT) AND 07126-0517(LT).
  - SUBJECT TO EASEMENT OVER PARTS 30, 32, 33, 36 AND 38, PLAN 20R-2148 AS IN INST. H450.
  - SUBJECT TO EASEMENT IN GROSS OVER PART 1, PLAN 20R-22434 AS IN INST. HR1993498.
  - SUBJECT TO EASEMENT OVER PART 46, PLAN 20R-2148 AS IN INST. H69498.
  - NOTE CONDOMINIUM DECLARATION FOR HALTON CONDOMINIUM PLAN 49, INST. H77633, DESCRIBES A TOGETHER WITH A RIGHT OF WAY OVER SUBJECT LANDS, PIN 07126-0517(LT), NO SUBJECT TO RIGHT OF WAY INSTRUMENT IS NOTED ON PIN 07126-0517(LT), RIGHT OF WAY AFFECTS PARTS 25, 26, 27, 28, 30, 31, 33, 34, 35 AND 37 ON PLAN 20R-2148 AND IS SET OUT IN CHARGE H64563.

TOTAL PARKING SPACES = 198  
TOTAL SITE AREA = 22569.6m<sup>2</sup>

BEARING ROTATION TO UTM ZONE 17 NAD83 CSRS 2010

PLAN	ORIGINAL BEARING REFERENCE	ROTATION ANGLE
P,P1,P2,P3	ASTRONOMIC	-00°51'10"
RP		-00°51'30"

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:  
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.  
2. THE SURVEY WAS COMPLETED ON THE 5th DAY OF MAY, 2025

DATE: MAY 6, 2025  
STUART M. MOORE  
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V-102842  
© COPYRIGHT 2025 KRCMAR SURVEYORS LTD. This document has been issued in confidence. Unauthorized reproduction, distribution, alteration or use, in whole or in part, is strictly prohibited.

MUNICIPAL ADDRESS:  
FIELD: DRAWN: CHECKED: JOB NO:  
DWG NAME: PLOT INFO: WORK ORDER NO:  
1137 Centre Street Thornhill ON L4J 3M6 905.738.0053 F 905.738.9221 www.krcmar.ca  
PLAN AVAILABLE AT www.ProtectYourBoundaries.ca



TYANDAGA PARK DRIVE  
PIN 07126-0453(LT)

PIN 07126-0494(LT)

PIN 07126-0517(LT)

TYANDAGA PARK DRIVE  
PIN 07126-0494(LT)

TYANDAGA PARK DRIVE  
PIN 07126-0494(LT)

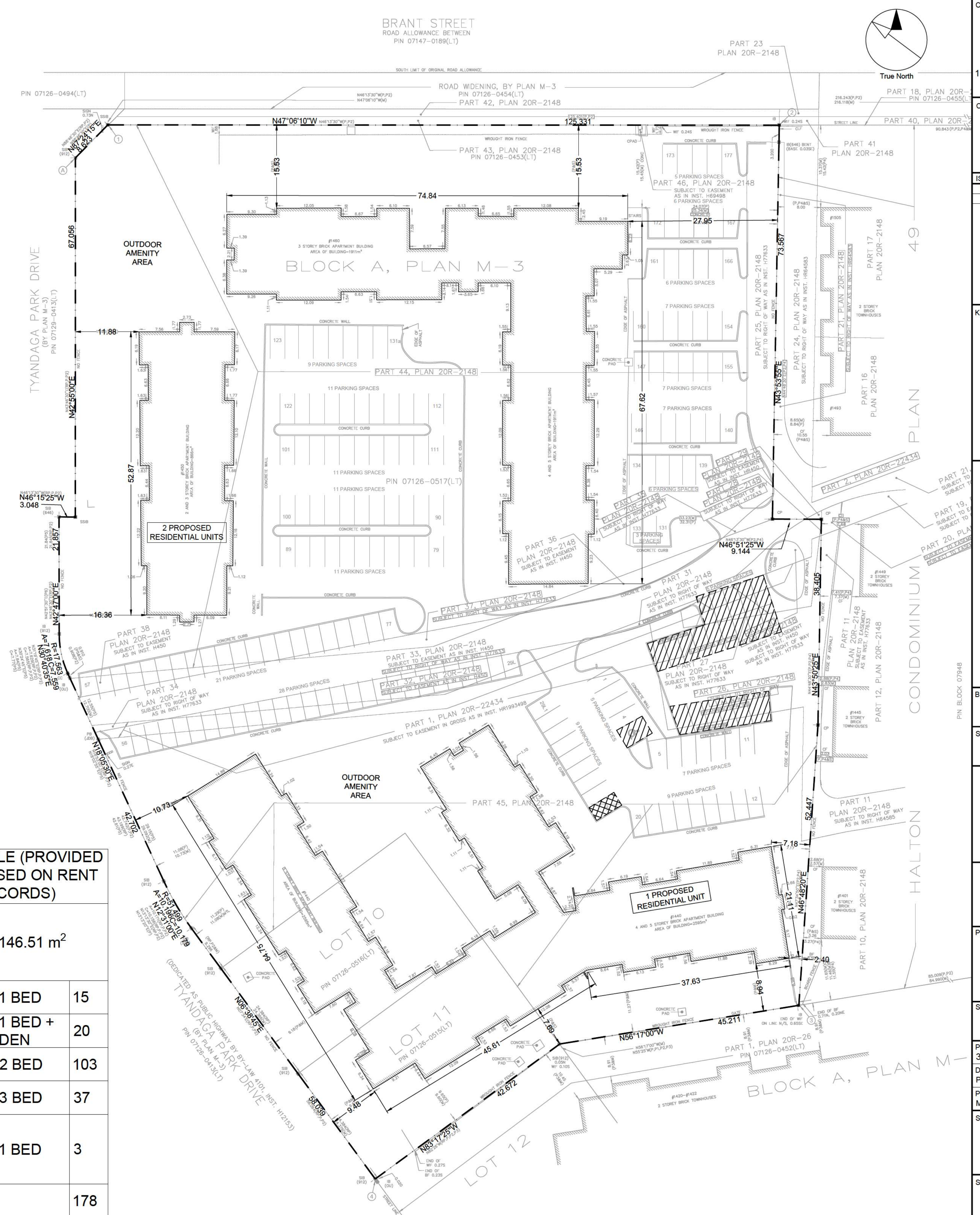
TYANDAGA PARK DRIVE  
PIN 07126-0494(LT)

TYANDAGA PARK DRIVE  
PIN 07126-0494(LT)

TYANDAGA PARK DRIVE  
PIN 07126-0494(LT)

CITY OF BURLINGTON ZONING BY-LAW 2020			
CURRENT ZONE	RH2- RESIDENTIAL HIGH DENSITY		
PERMITTED USES	APARTMENT, STACKED TOWNHOUSE, BACK-TO-BACK TOWNHOUSE, STREET TOWNHOUSE, RETIREMENT HOME, ADDITIONAL RESIDENTIAL UNITS		
PROVISION	REQUIRED	EXISTING	COMPLIANCE
LOT WIDTH	45m	196.74m	CONFORMS
LOT AREA	0.2 ha.	2.26 ha.	CONFORMS
FRONT YARD AND STREET SIDE YARD	7.45m PLUS 1m FOR EACH STOREY ABOVE 6 STOREYS TO A MAXIMUM OF 15m	FRONT: 15.53m STREET SIDE YARD: 9.48m	CONFORMS
REAR YARD	BUILDINGS UP TO 6 STOREYS, BUILDING WALL LENGTH OF 30m IN LENGTH OR LESS- 7.5m	N/A	NOT APPLICABLE
	BUILDINGS UP TO 6 STOREYS, BUILDING WALL EXCEEDING 30m IN LENGTH- 7.5m + 1m FOR EACH 5m WALL LENGTH EXCEEDS 30m WALL LENGTH= 83.24m-30m=53.24m/5m= 10.64m+7.5m=18.14m	7.69m	DOES NOT CONFORM
SIDE YARD	BUILDINGS UP TO 6 STOREYS, BUILDING WALL LENGTH OF 30m IN LENGTH OR LESS- 7.5m	2.40m	DOES NOT CONFORM
	BUILDINGS UP TO 6 STOREYS, BUILDING WALL EXCEEDING 30m IN LENGTH- 7.5m + 1m FOR EACH 5m WALL LENGTH EXCEEDS 30m =7.5m	N/A	NOT APPLICABLE
YARD ABUTTING R1, R2 AND R3 ZONE	BUILDINGS UP TO 6 STOREYS, BUILDING WALL LENGTH OF 30m IN LENGTH OR LESS- 15m	N/A	NOT APPLICABLE
	BUILDINGS UP TO 6 STOREYS, BUILDING WALL EXCEEDING 30m IN LENGTH- 15m + 1m FOR EACH 5m WALL LENGTH EXCEEDS 30m	N/A	NOT APPLICABLE
DENSITY (EXCLUDING RETIREMENT HOME)	MIN- 50 UNITS/ha. MAX- 50 UNITS/ha. PLUS AN ADDITIONAL 1.5 UNITS/ha. FOR EACH 100 SM. INCREASE IN LOT AREA OVER THE 2,000SM. MINIMUM TO 100 UNITS/ha.	175 UNITS + 3 PROPOSED= 178 TOTAL UNITS 178/2.26 ha. = 79 UNITS/ha.	CONFORMS
FLOOR AREA RATIO (RETIREMENT HOME)	1.25:1 MAX.	N/A	NOT APPLICABLE
BUILDING HEIGHT (MAX.)	18 STOREYS	BUILDING#1440: 3, 4 AND 5 STOREYS BUILDING #1450: 2, 3, 4 AND 5 STOREYS	CONFORMS
AMENITY AREA	25%	APPROX. 0.73 ha.= 32.30%	CONFORMS
PARKING REQUIREMENTS			
2.25 OFF-STREET PARKING AND LOADING REQUIREMENTS)	APARTMENT BUILDING- OUTSIDE PRIMARY AND SECONDARY GROWTH AREA- 1 OCCUPANT SPACE/ONE BEDROOM UNIT- 35 EX. UNITS + 3 PROPOSED UNITS= 38 SPACES 1.25 OCCUPANT SPACES/TWO BEDROOM UNIT- 103 UNITS*1.25= 129 SPACES 1.5 OCCUPANT SPACE/ THREE OR MORE BEDROOM UNIT- 37 UNITS*1.5= 56 SPACES TOTAL REQUIRED= 223 SPACES	CONFORMS	TOTAL PROPOSED RESIDENTIAL- (m <sup>2</sup> ) 146.51 m <sup>2</sup>
	0.25 VISITOR SPACES/UNIT- 0.25* 178= 45 SPACES	DOES NOT CONFORM	# OF EXISTING RESIDENTIAL UNITS 1 BED + DEN 20 2 BED 103 3 BED 37
	1 ADDITIONAL SPACE/75 UNITS FOR THE USE OF MAINTENANCE VEHICLES SERVICING THE SITE- 178/75= 3 SPACES	DOES NOT CONFORM	# OF PROPOSED RESIDENTIAL UNITS 1 BED 3
2.26 GENERAL PARKING PROVISIONS	BARRIER FREE- OVER 90 SPACES- 3% OF REQUIRED PARKING= 0.03* 271= 8 SPACES	1	DOES NOT CONFORM

SUITE SCHEDULE (PROVIDED BY OWNER BASED ON RENT ROLL RECORDS)	
TOTAL PROPOSED RESIDENTIAL- (m <sup>2</sup> )	146.51 m <sup>2</sup>
# OF EXISTING RESIDENTIAL UNITS	1 BED + DEN 20 2 BED 103 3 BED 37
# OF PROPOSED RESIDENTIAL UNITS	1 BED 3
TOTAL	178



CLIENT  
**CAPREIT**

11 CHURCH ST., SUITE 401, TORONTO, ON

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**Arcadis Professional Services (Canada) Inc.**

**ISSUES**

No.	DESCRIPTION	DATE
1	M NOR VARIANCE APPROVAL	2025-XX-XXXX

**KEY PLAN**

**LEGEND**

- PROPERTY BOUNDARY
- BUILDING FOOTPRINTS
- VISITOR PARKING SPACES
- RESERVED FOR MAINTENANCE VEHICLES

**BENCHMARK**  
BEARINGS ARE GRID DERIVED FROM GPS OBSERVATIONS OF OBSERVED REFERENCE POINTS AND BY USING THE LEGAL MARIANET NETWORK AND ARE REFERRED TO THE UTM COORDINATE SYSTEM ZONE 17, CENTRAL MERIDIAN AT 70° WEST LONGITUDE. (NAD83/CRS85/2011).

**SOURCE**  
LEGAL PLAN OF SURVEY PROVIDED BY KRCMAR SURVEYORS LTD., DATED MAY 5, 2025

**ARCADIS**  
360 James Street North - Suite 200  
Hamilton ON L8L 1H5 Canada  
tel 905 546 1010  
www.arcadis.com

**PROJECT**  
1440 & 1450  
TYANDAGA PARK DR.  
BURLINGTON, ON

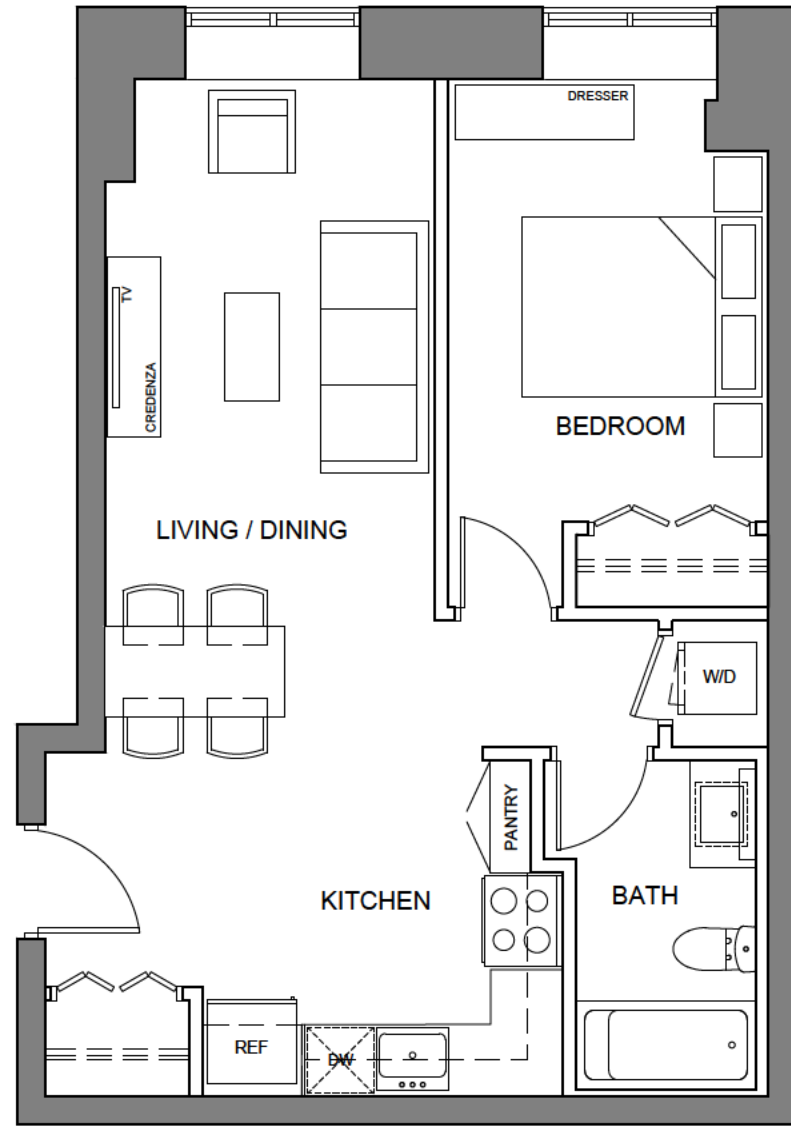
**SCALE**  
5 2 0 5 10 15  
1:400 (m)

**PROJECT NO:** 30270826  
**DRAWN BY:** P.EPP  
**PROJECT MGR:** M.CROUGH  
**CHECKED BY:** M.CROUGH  
**APPROVED BY:** M.CROUGH

**SHEET TITLE**  
SITE PLAN

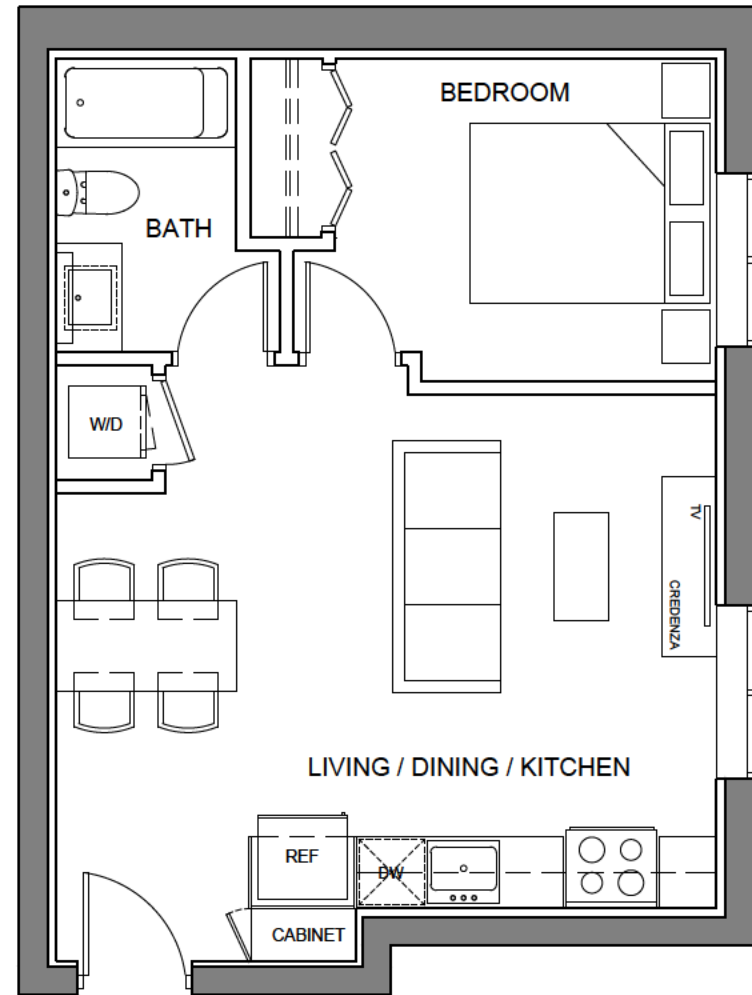
**SHEET NUMBER** SP1.0 **ISSUE** 1

UNIT #1  
1 BEDROOM  
[530 SQ. FT]



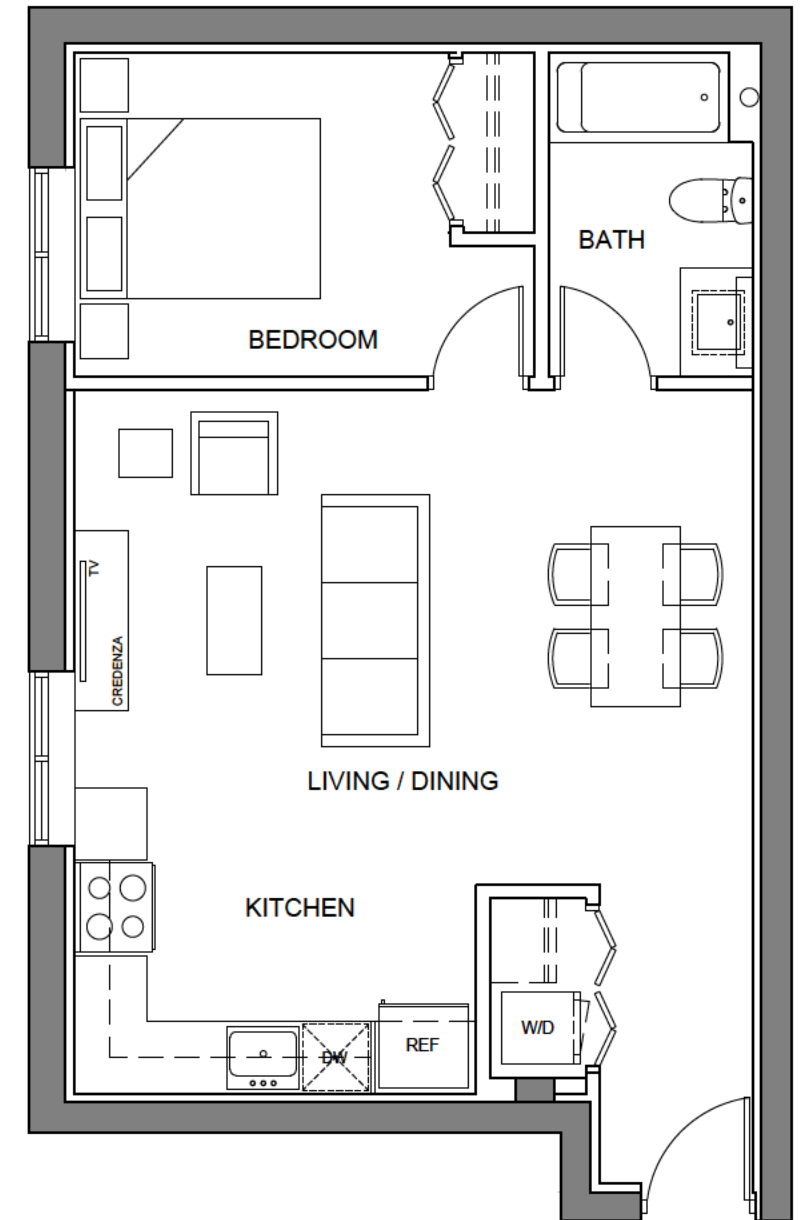
1450 TYANDAGA - UNIT 1

UNIT #2  
1 BEDROOM  
[466 SQ. FT]



1450 TYANDAGA - UNIT 2

UNIT #3  
1 BEDROOM  
[581 SQ. FT]



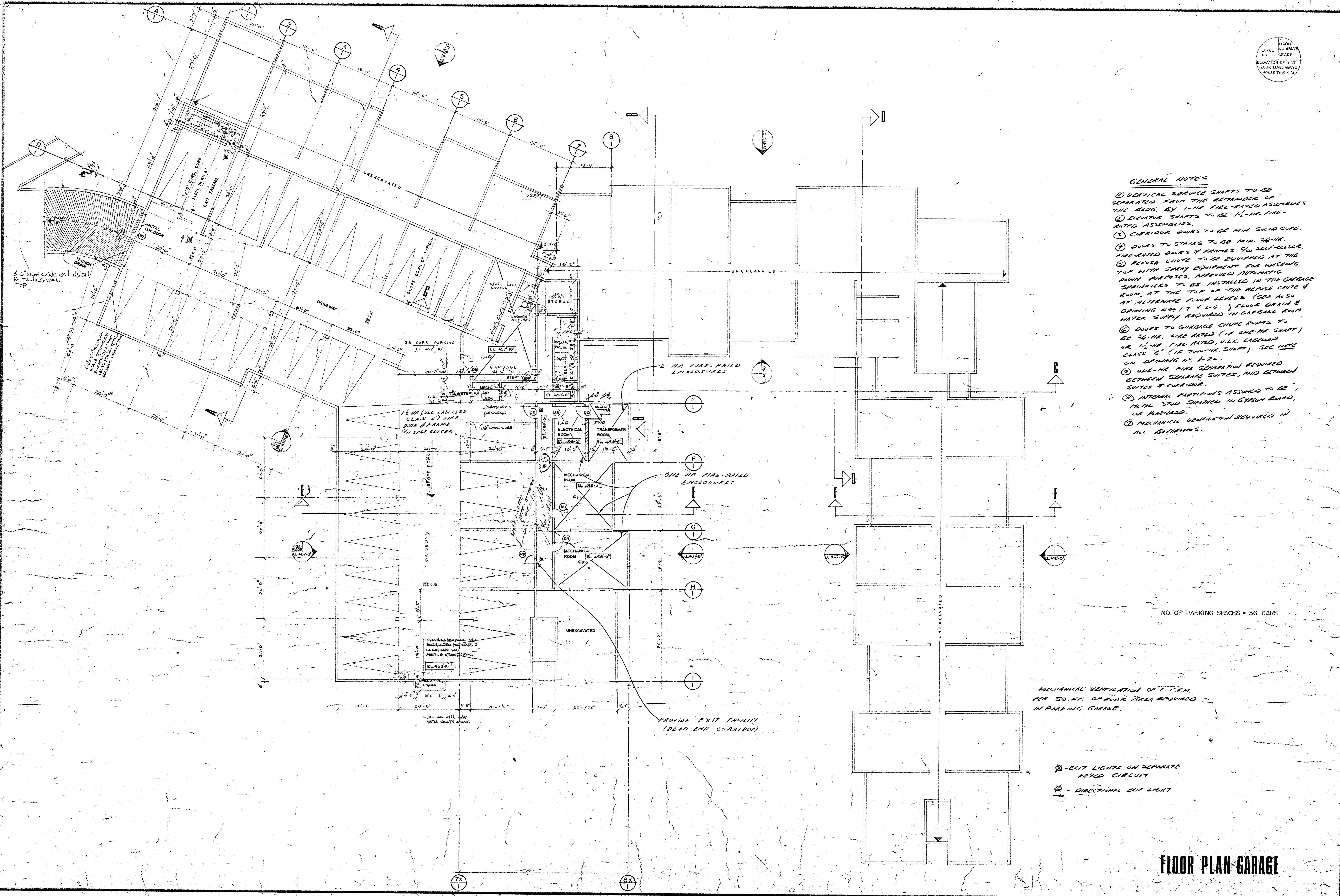
1440 TYANDAGA - UNIT 3

**NEW RESIDENTIAL SUITES**  
**INTERIOR APARTMENT CONVERSIONS**

1440 + 1450 TYANDAGA PARK DR, BURLINGTON, ON L7P 1N3

pomeroyarchitecture inc.





FLOOR NO ABOVE  
NO GRADE  
ELEVATION OF 1 ST  
FLOOR LEVEL ABOVE  
GRADE THIS SIDE

1:1  
72-323

**GENERAL NOTES**

- ① VERTICAL SERVICE SHAFTS TO BE SEPARATED FROM THE REMAINDER OF THE BLDG. BY 1-HR. FIRE-RATED ASSEMBLIES.
- ② ELEVATOR SHAFTS TO BE 1 1/2-HR. FIRE-RATED ASSEMBLIES.
- ③ CORRIDOR DOORS TO BE MIN. SOLID CORE.
- ④ DOORS TO STAIRS TO BE MIN. 3/4-HR. FIRE-RATED DOORS & FRAMES 7/8 SELF-CLOSER.
- ⑤ REUSE CHUTE TO BE EQUIPPED AT THE TOP WITH SPRAY EQUIPMENT FOR WASHING DOWN PURPOSES. APPROVED AUTOMATIC SPRINKLERS TO BE INSTALLED IN THE GARBAGE ROOM, AT THE TOP OF THE REUSE CHUTE & AT ALTERNATE FLOOR LEVELS. (SEE ALSO DRAWING NOS. I-7 & I-8.) FLOOR DRAIN & WATER SUPPLY REQUIRED IN GARBAGE ROOM.
- ⑥ DOORS TO GARBAGE CHUTE ROOMS TO BE 3/4-HR. FIRE-RATED (IF ONE-HR. SHAPT) OR 1 1/2-HR. FIRE-RATED, U.L.C. LABELED CLASS "B" (IF TWO-HR. SHAPT). SEE NOTE ON DRAWING NO. I-24.
- ⑦ ONE-HR. FIRE SEPARATION REQUIRED BETWEEN SUITE SUITES, AND BETWEEN SUITES & CORRIDOR.
- ⑧ INTERNAL PARTITIONS ASSUMED TO BE METAL STUD SYSTEM IN GYPSUM BOARD, OR PARTIALLY.
- ⑨ MECHANICAL VENTILATION REQUIRED IN ALL BATHROOMS.

GENERAL NOTES:  
SEE 1/4" SCALE DRAWINGS  
FOR UNIT DETAILS

NO. OF PARKING SPACES = 36 CARS

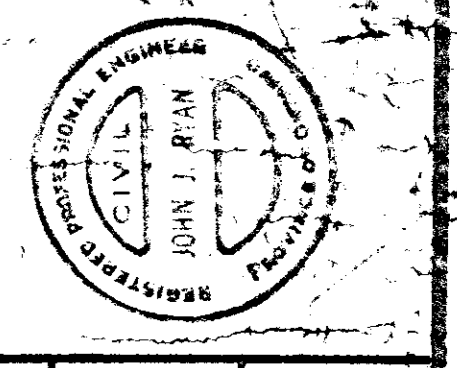
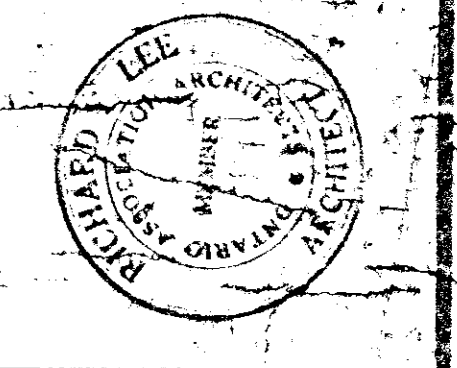
MECHANICAL VENTILATION OF T.C.M.  
PER 50. FT. OF FLOOR AREA REQUIRED  
IN PARKING GARAGE.

⊗ - EXIT LIGHTS ON SEPARATE  
KEYED CIRCUIT  
⊕ - DIRECTIONAL EXIT LIGHT

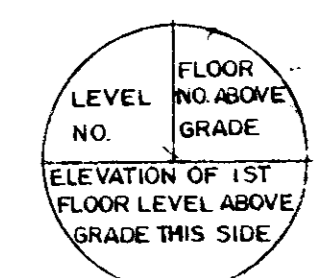
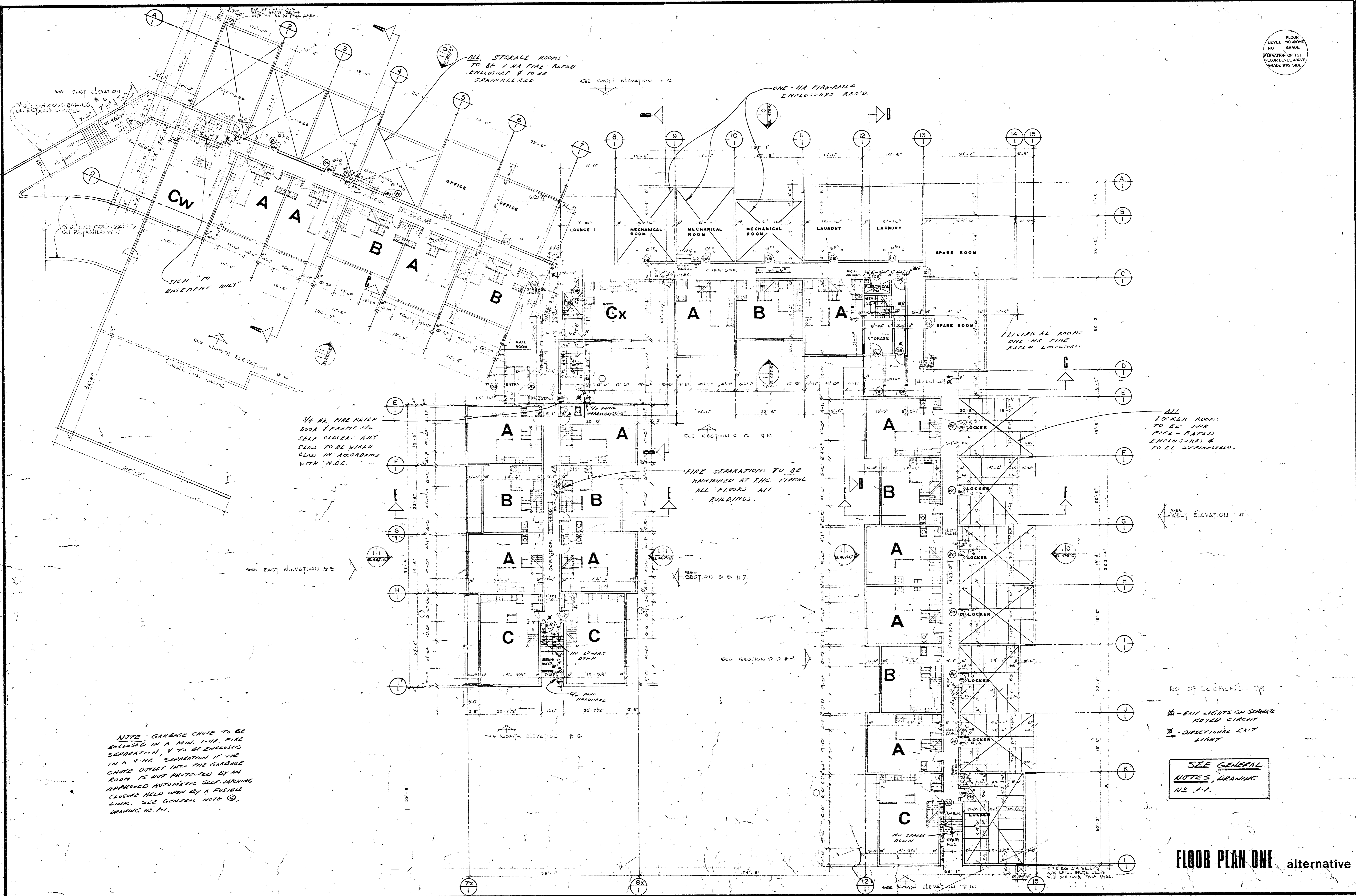
**FLOOR PLAN GARAGE**

**BUILDING 1**

**HOUSING DEVELOPMENT**  
DORLINGTON - ONTARIO  
FOR TYRANT REALTY LIMITED



PRIME CONSULTANT  
**JOHN J. RYAN AND ASSOCIATES**  
CONSULTING ENGINEERS  
ARCHITECTS  
R. V. A. N. AND J. E. E.  
ENGINEERS AND ARCHITECTS



1.2a  
72-323

DATE: DEC. 72  
SCALE: 3/32" = 1'-0"

GENERAL NOTES:  
SEE 1/4" SCALE DRAWINGS FOR UNIT DETAILS

Changed all of windows to

NOTE: GARBAGE CHUTE TO BE ENCLOSED IN A MIN. 1-HR. FIRE SEPARATION, & TO BE ENCLOSED IN A 2-HR. SEPARATION IF THE CHUTE OUTLET INTO THE GARBAGE ROOM IS NOT PROTECTED BY AN APPROVED AUTOMATIC SELF-CLOSING APPROPRIATELY HELD OPEN BY A FUSIBLE LINK. SEE GENERAL NOTE ①, DRAWING NO. 1-1.

3/4 HR. FIRE-RATED DOOR & FRAME 4 1/2" SELF-CLOSER. ANY GLASS TO BE WIRE GLASS IN ACCORDANCE WITH N.B.C.

FIRE SEPARATIONS TO BE MAINTAINED AT FIRE TYPICAL ALL FLOORS ALL BUILDINGS.

ALL LOCKER ROOMS TO BE 1-HR. FIRE-RATED ENCLOSURES & TO BE SPRINKLERED.

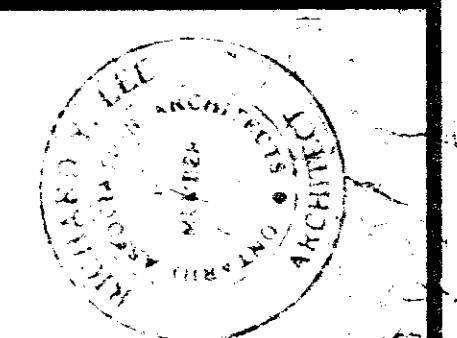
No. of Lockers = 79  
 ☒ - EXIT LIGHTS ON SPARE KEYED CIRCUIT  
 ☒ - DIRECTIONAL EXIT LIGHT

SEE GENERAL NOTES, DRAWING NO. 1-1.

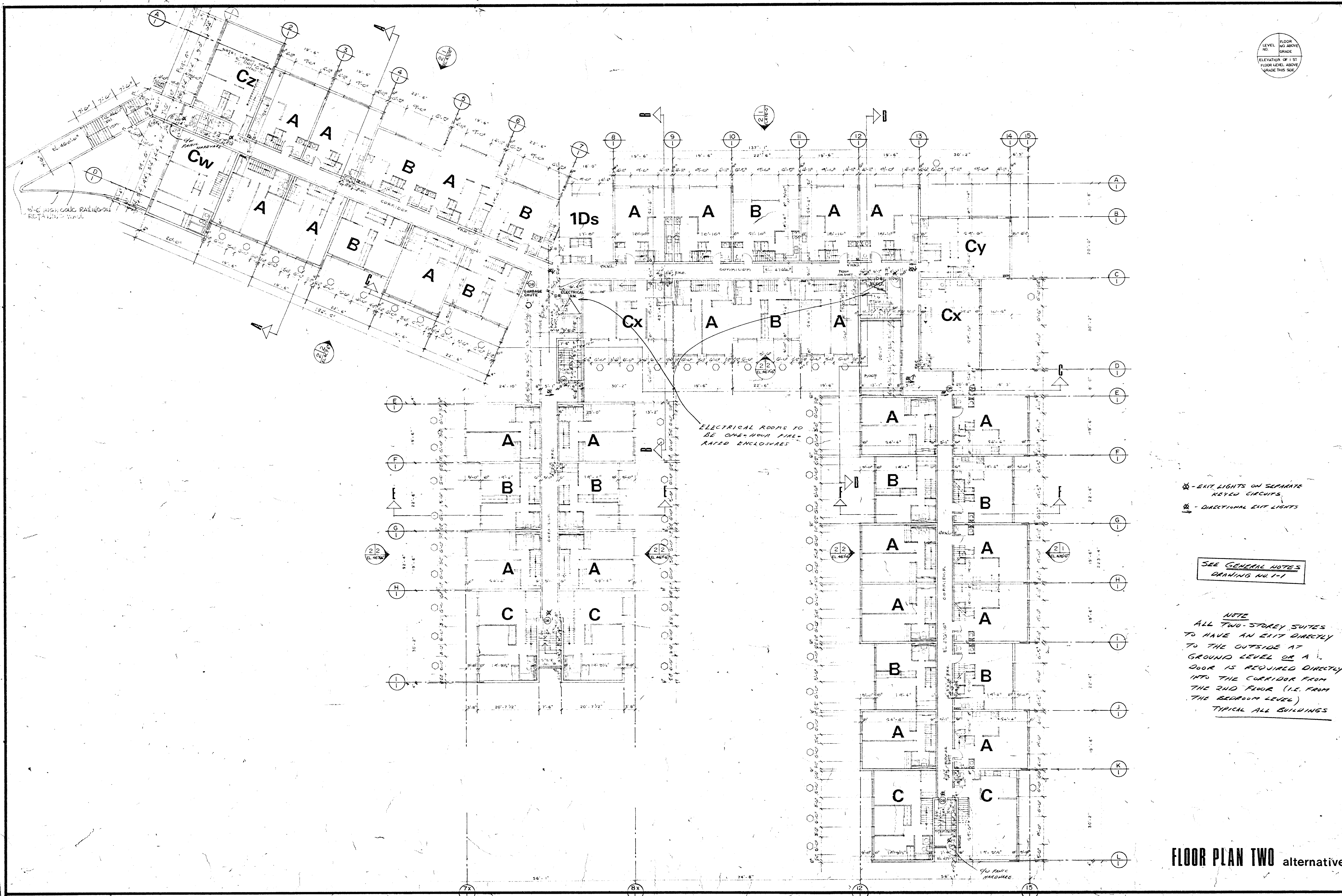
FLOOR PLAN ONE alternative

BUILDING 1

HOUSING DEVELOPMENT  
 BURLINGTON - ONTARIO  
 FOR TYRANT REALTY LIMITED



PRIME CONSULTANT  
 JOHN J. RYAN AND ASSOCIATES  
 CONSULTING ENGINEERS  
 R. V. A. N. AND ARCHITECT  
 ENGINEERS AND ARCHITECT



LEVEL NO. FLOOR NO. ABOVE GRADE  
ELEVATION OF 1 ST FLOOR LEVEL ABOVE GRADE THIS SIDE

DATE	1.3a
PROJECT NO.	72-323
DATE	DEC 72
DATE	DEC 72

GENERAL NOTES  
SEE UNIT DETAILS FOR UNIT DETAILS  
CHANGED ALL WINDOWS TO 5'-0"

HOUSING DEVELOPMENT  
DORLINGTON - ONTARIO  
FOR TYBANT REALTY LIMITED

EXIT LIGHTS ON SEPARATE KEYED CIRCUITS  
DIRECTIONAL EXIT LIGHTS

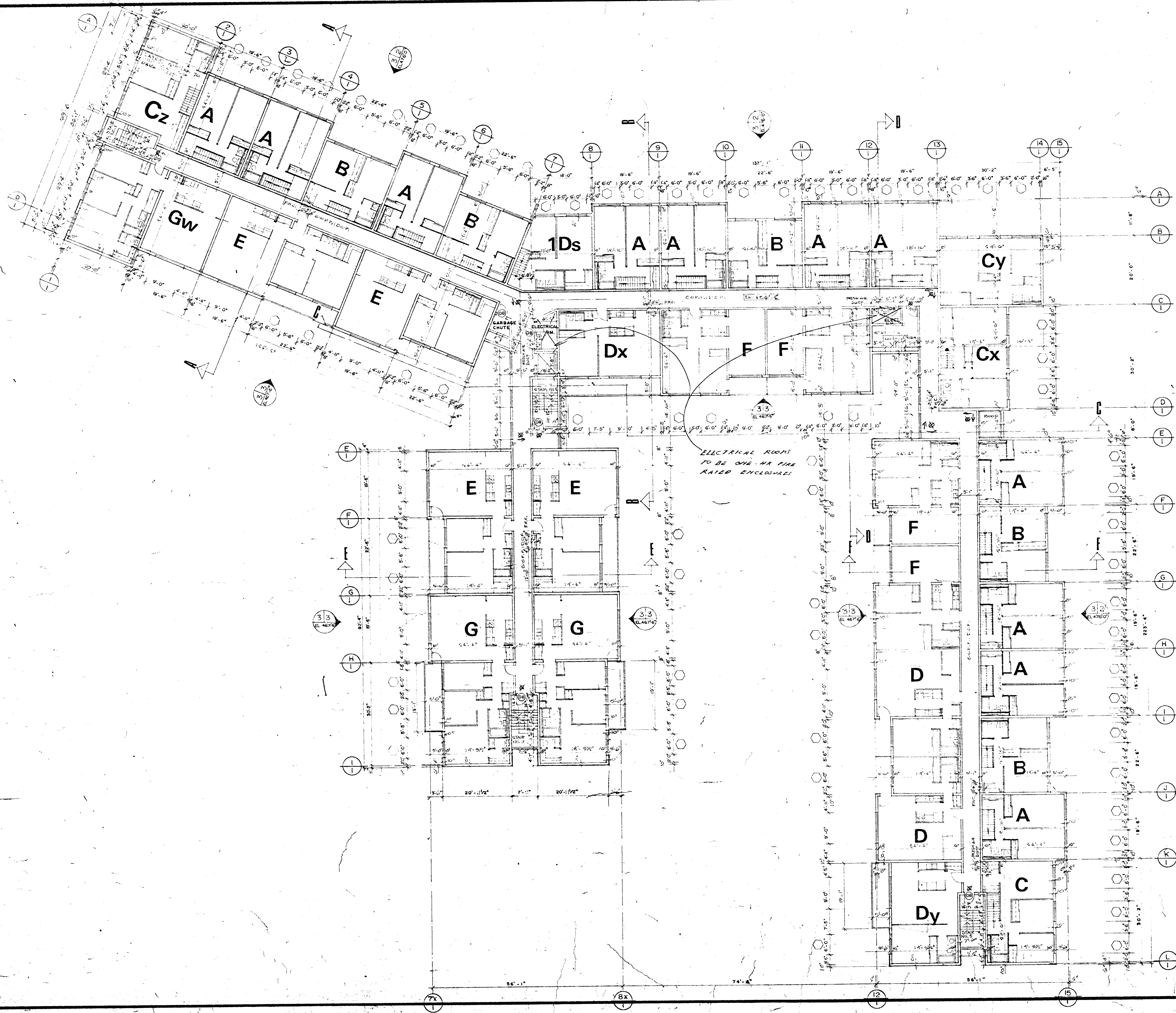
SEE GENERAL NOTES DRAWING NO. 1-1

NOTE  
ALL TWO-STORY SUITES TO HAVE AN EXIT DIRECTLY TO THE OUTSIDE AT GROUND LEVEL OR A DOOR IS REQUIRED DIRECTLY INTO THE CORRIDOR FROM THE 2ND FLOOR (I.E. FROM THE BEDROOM LEVEL)  
TYPICAL ALL BUILDINGS

FLOOR PLAN TWO alternative

BUILDING 1

PRIME CONSULTANT  
JOHN J. RYAN AND ASSOCIATES  
CONSULTING ENGINEERS  
R. Y. A. H. AND ARCHITECT  
ENGINEERS AND ARCHITECTS



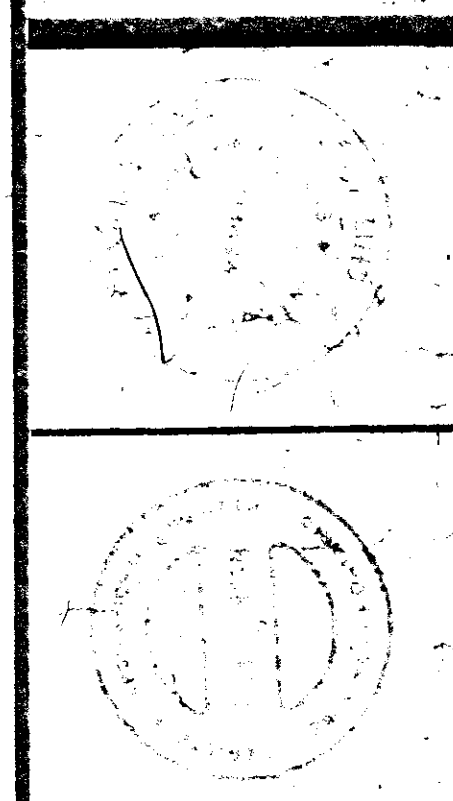
FLOOR LEVEL NO. ABOVE GRADE  
ELEVATION OF 1 ST. FLOOR LEVEL ABOVE GRADE THIS SIZE

1.4a  
72-323

DATE: 3/23/70  
BY: J. RYAN  
CHECKED: J. RYAN  
APPROVED: J. RYAN

ALL DIMENSIONS UNLESS OTHERWISE NOTED  
SEE 1/4" SCALE DRAWINGS FOR UNIT DETAILS  
CHANGED ALL GLAZING WINDOWS TO 30"

HOUSING DEVELOPMENT  
BRIDGTON - ONTARIO  
FOR TYBANT REALTY LIMITED



PRIME CONSULTANT  
JOHN J. RYAN AND ASSOCIATES  
CONSULTING ENGINEERS  
R. J. RYAN AND ASSOCIATES  
ENGINEERS AND ARCHITECTS

EXIT LIGHTS ON SEPARATE REVERSED CIRCUIT  
DIRECTIONAL EXIT LIGHT

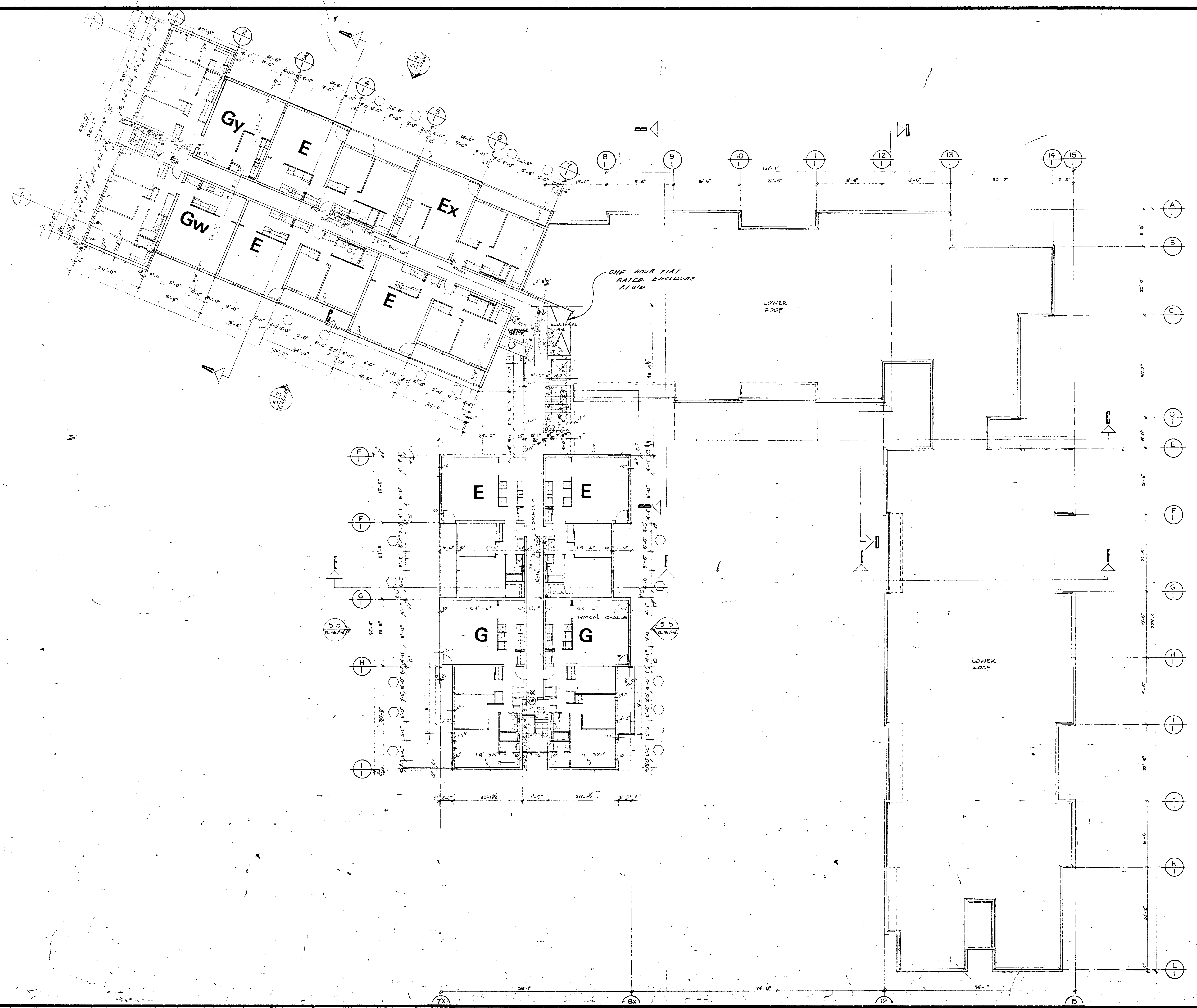
SEE GENERAL NOTES  
DRAWING NO. 1-1

FLOOR PLAN THREE  
alternative

BUILDING 1

HOUSE PLAN INSIDE





NO. OF LEVEL  
LEVEL NO. THIS SIDE  
ELEVATION OF  
1ST FLOOR LEVEL  
THIS SIDE

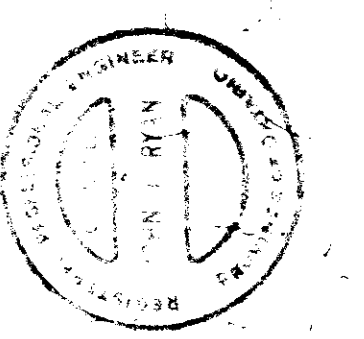
1.0  
72-323

DATE: DEC 72  
DRAWN BY: [unintelligible]  
CHECKED BY: [unintelligible]  
SCALE: 3/32" = 1'-0"  
PROJECT: [unintelligible]

GENERAL NOTES:  
SEE 1/4" SCALE DRAWINGS  
FOR UNIT DETAILS

CHANGED ALL 6'-0" WINDOWS TO 5'-0"

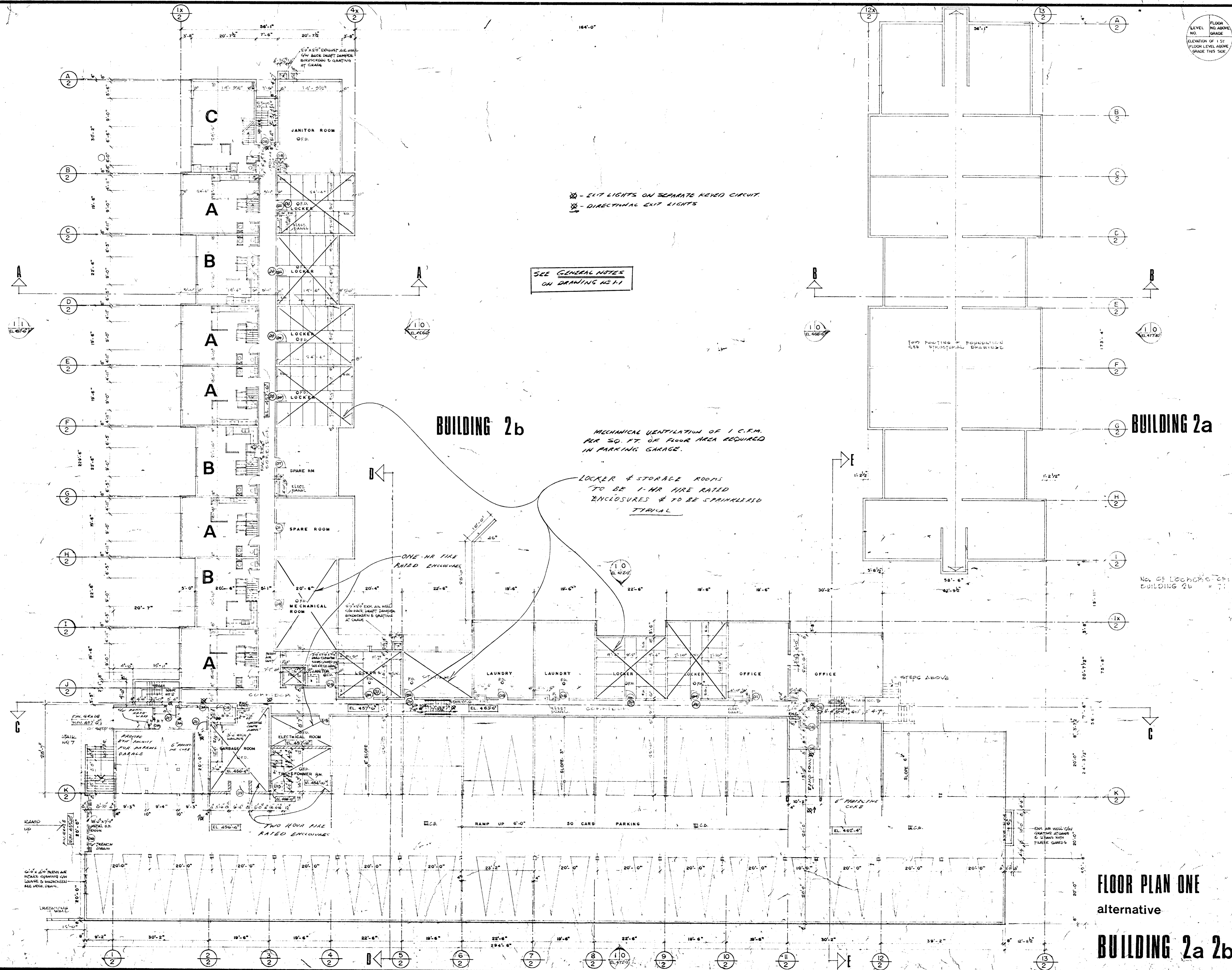
**HOUSING DEVELOPMENT**  
DORLINGTON - ONTARIO  
FOR TYBRANT REALTY LIMITED



PRIME CONSULTANT:  
**JOHN J. RYAN AND ASSOCIATES**  
CONSULTING ENGINEERS  
TORONTO  
**R Y A N** AND **A L E E**  
ENGINEERS AND ARCHITECTS  
80 John St., Hamilton - Royal Post Office, 1st Centre Bldg.

FLOOR PLAN FIVE

BUILDING 1



SEE GENERAL NOTES ON DRAWING NO. 1.1

⊗ - EXIT LIGHTS ON SEPARATE KEVED CIRCUIT  
 ⊗ - DIRECTIONAL EXIT LIGHTS

**BUILDING 2b**

**BUILDING 2a**

MECHANICAL VENTILATION OF 1 C.F.M. PER 50 FT. OF FLOOR AREA REQUIRED IN PARKING GARAGE.

LOCKER & STORAGE ROOMS TO BE 1-HR FIRE RATED ENCLOSURES & TO BE SPRINKLERED TYPICAL

ONE-HR FIRE RATED ENCLOSURE

TWO HOUR FIRE RATED ENCLOSURE

No. of Lockers of Building 2b = 11

**FLOOR PLAN ONE**  
 alternative

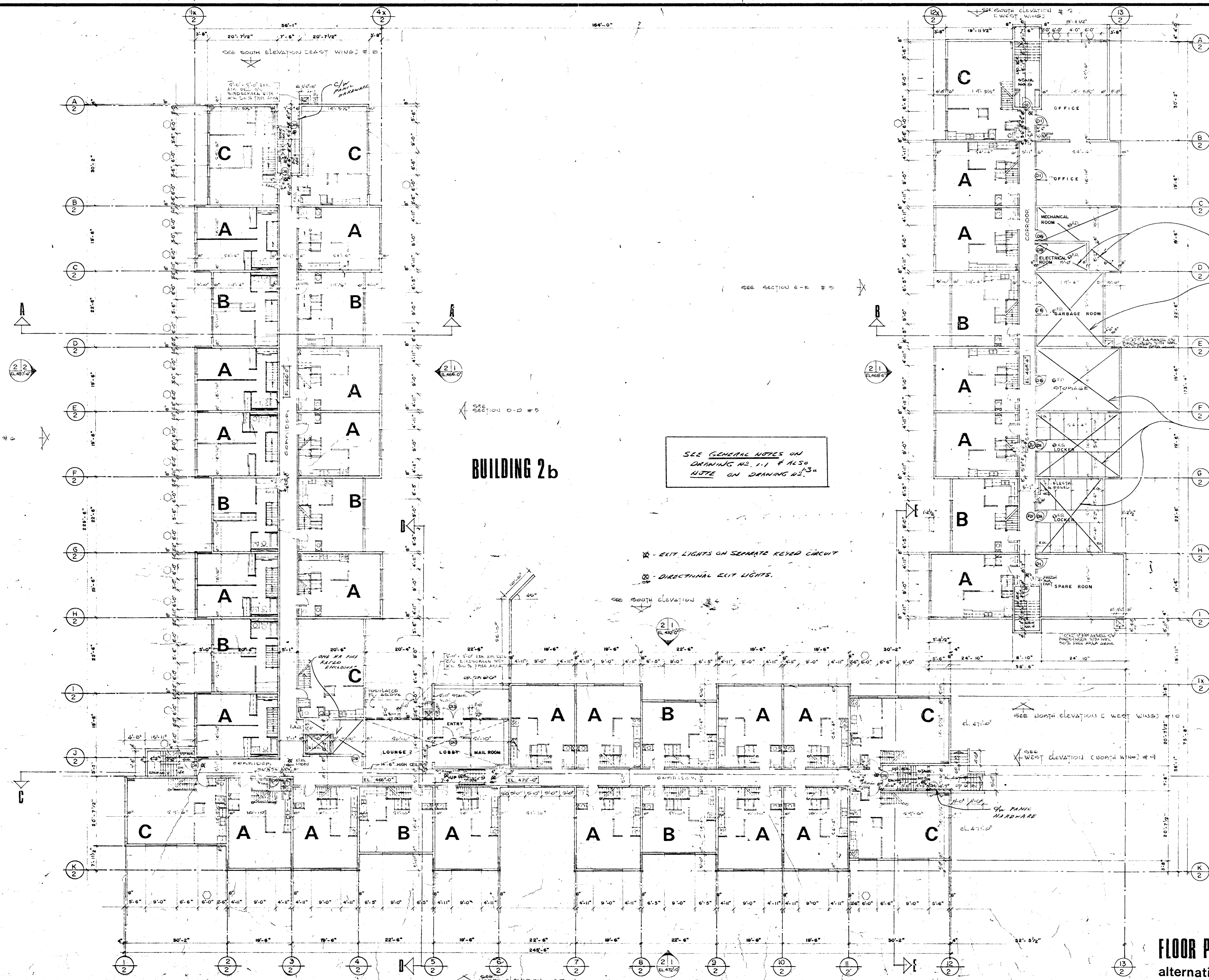
**BUILDING 2a 2b**

FLOOR NO. ABOVE GRADE	2.1a
ELEVATION OF 1ST FLOOR LEVEL ABOVE GRADE THIS DATE	72-323

SEE 1/4" SCALE DRAWINGS FOR UNIT DETAILS  
 CHANGED ALL 6'-0" WINDOWS TO 5'-0"

**HOUSING DEVELOPMENT**  
 BURLINGTON - ONTARIO  
 FOR TYRANT REALTY LIMITED

PRIME CONSULTANT  
**JOHN J. RYAN AND ASSOCIATES**  
 CONSULTING ENGINEERS  
 RYAN AND J. L. E.  
 ENGINEERS AND ARCHITECTS



**BUILDING 2b**

**BUILDING 2a**

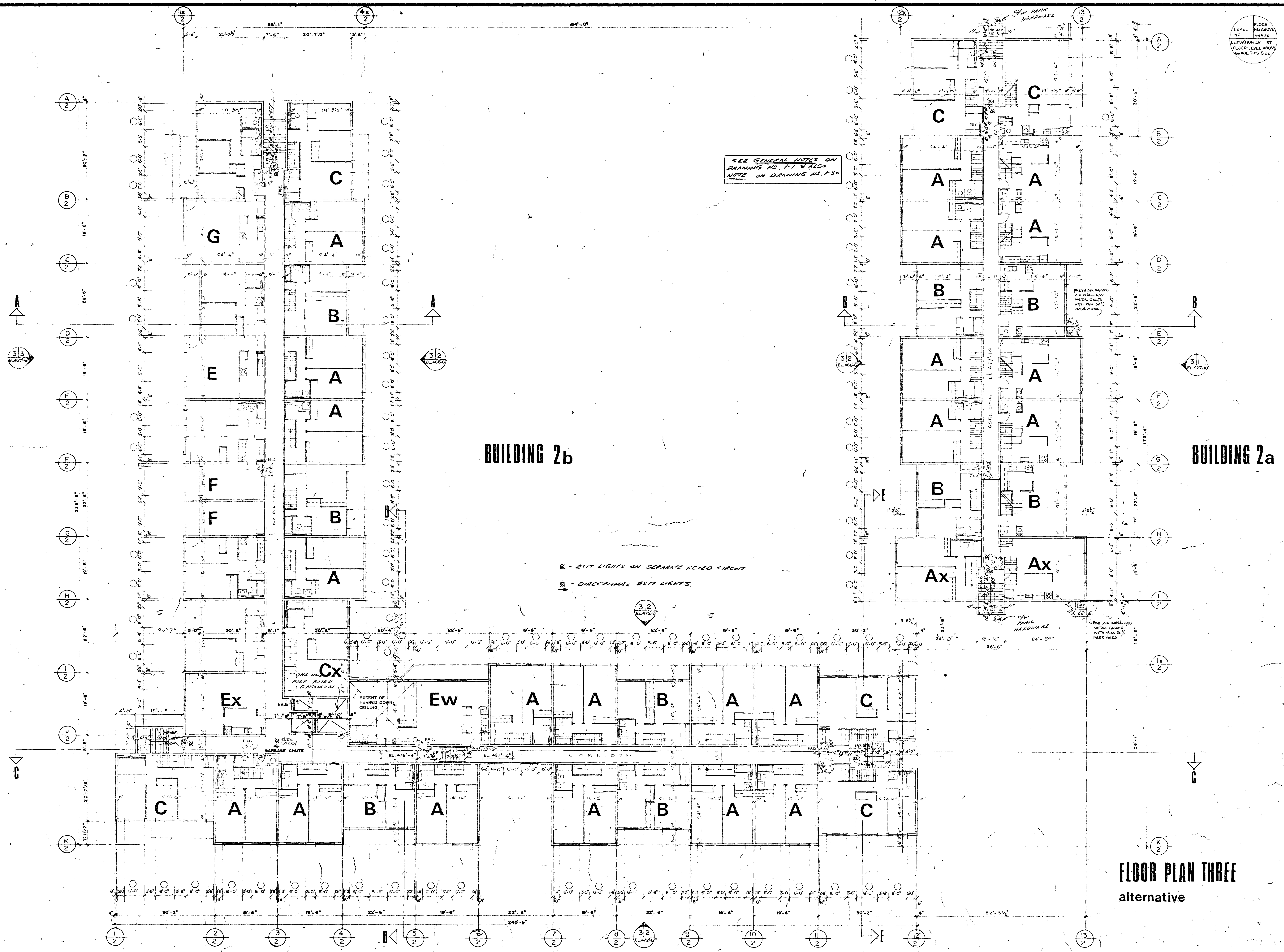
SEE GENERAL NOTES ON DRAWING NO. 1-1 & ALSO NOTE ON DRAWING NO. 2-3a

No. of Lockers: Bldg 2a = 19, Bldg 2b = 11

**FLOOR PLAN TWO**  
alternative

**BUILDING 2a, 2b**

FLOOR NO. 2 ELEVATION OF 1ST FLOOR LEVEL ABOVE GRADE THIS SIDE	2.2a	72-323
	GENERAL NOTES: SEE 1/4" SCALE DRAWINGS FOR UNIT DETAILS CHANGED ALL 6'-0" WINDOWS TO 5'-0"	
<b>HOUSING DEVELOPMENT</b> BURLINGTON — ONTARIO FOR TYBURN REALTY LIMITED		
PRIME CONSULTANT <b>JOHN J. RYAN AND ASSOCIATES</b> CONSULTING ENGINEERS R. V. RYAN AND L. E. LEVINE ENGINEERS AND ARCHITECTS		



**BUILDING 2b**

**BUILDING 2a**

**FLOOR PLAN THREE**  
alternative

**BUILDING 2a 2b**

SEE GENERAL NOTES ON DRAWING NO. 711 & ALSO NOTE ON DRAWING NO. 734

EXIT LIGHTS ON SEPARATE KEYED CIRCUIT  
DIRECTIONAL EXIT LIGHTS

FLOOR LEVEL NO. ABOVE GRADE  
ELEVATION OF 1ST FLOOR LEVEL ABOVE GRADE THIS SIDE

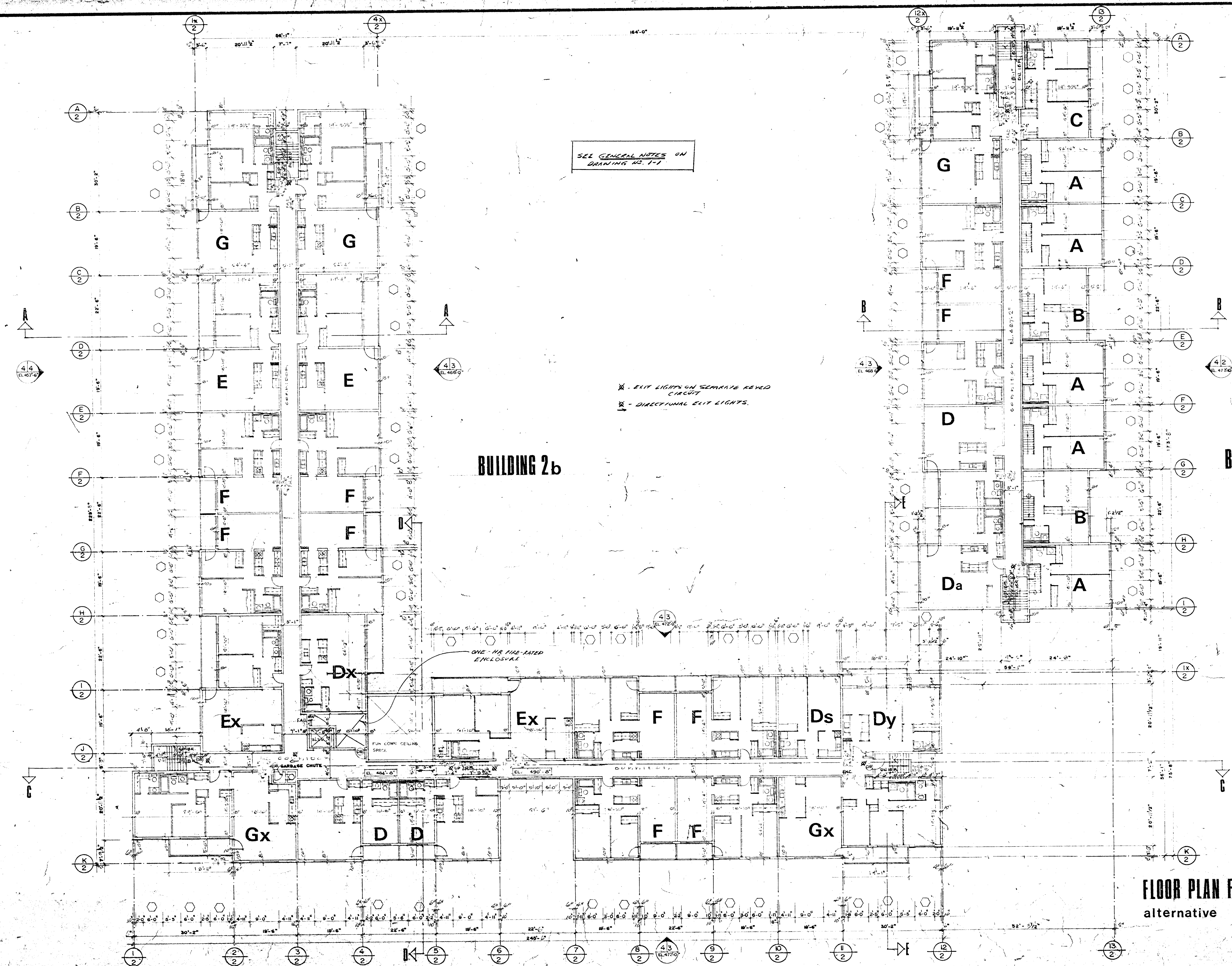
PROJECT NO.	72-323
DATE	DEC 72
SCALE	1/4" = 1'-0"
DESIGNED BY	J. RYAN AND L. E.
CHECKED BY	J. RYAN
DATE	DEC 72

GENERAL NOTES  
SEE 1/4" SCALE DRAWINGS FOR UNIT DETAILS  
CHANGED ALL C/O WINDOWS TO 5'-0"

**HOUSING DEVELOPMENT**  
RURLINGTON - ONTARIO  
FOR TYBANT REALTY LIMITED

PRIME CONSULTANT  
**JOHN J. RYAN AND ASSOCIATES**  
CONSULTING ENGINEERS  
TORONTO  
**J. RYAN AND L. E.**  
ENGINEERS AND ARCHITECTS  
157 John St., Toronto, Ont. (from Lower R.D. Centre Building)

FLOOR PLAN FOUR



BUILDING 2b

BUILDING 2a

FLOOR PLAN FOUR  
alternative

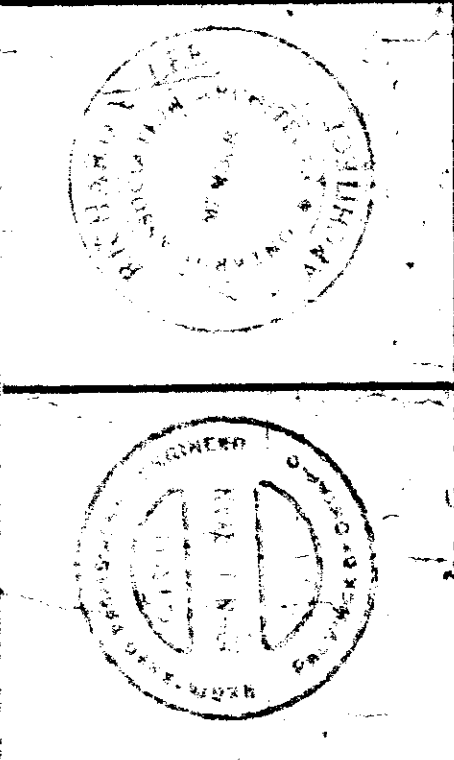
BUILDING 2a 2b

FLOOR LEVEL NO ABOVE GRADE	2
ELEVATION OF 1ST FLOOR LEVEL ABOVE GRADE THIS SCALE	472.0'

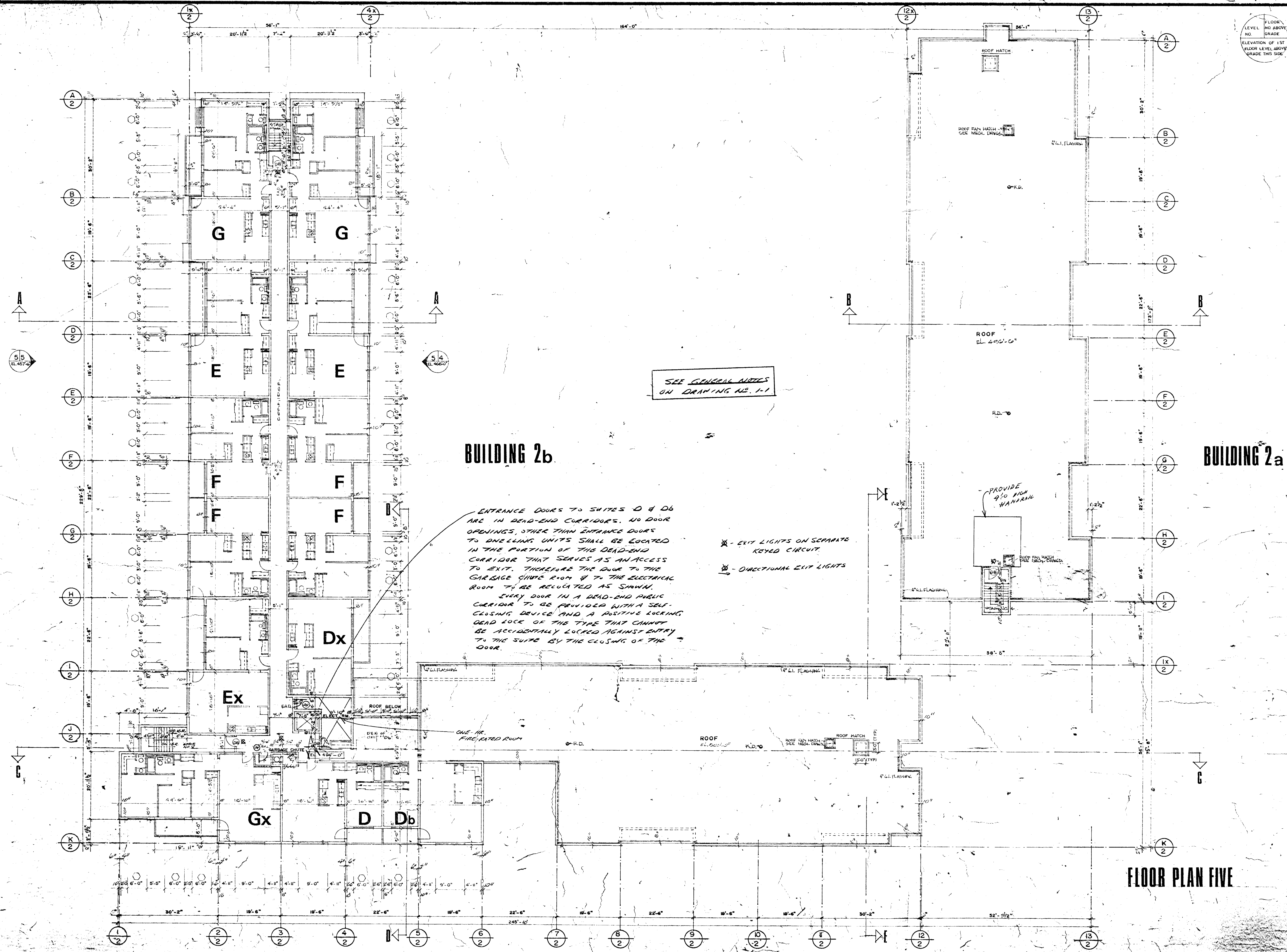
DATE	2.4a
SCALE	1/4" = 1'-0"
DATE	DEC 72
PROJECT NO.	72-328

NOTES:  
SEE 1/4" SCALE DRAWINGS FOR UNIT DETAILS  
CHANGED ALL 6'-0" WINDOWS TO 5'-0"

HOUSING DEVELOPMENT  
BURLINGTON - ONTARIO  
FOR TYBRANT REALTY LIMITED



PRIME CONSULTANT  
JOHN J. RYAN AND ASSOCIATES  
CONSULTING ENGINEERS  
ARCHITECTS  
R. V. A. N. AND ASSOCIATES  
ENGINEERS AND ARCHITECTS  
30 Park St., Hamilton - 1900  
1900 Park St., Hamilton - 1900



**BUILDING 2b**

**BUILDING 2a**

SEE GENERAL NOTES  
ON DRAWING NO. 1-1

ENTRANCE DOORS TO SUITES D & Db ARE IN DEAD-END CORRIDORS. NO DOOR OPENINGS OTHER THAN ENTRANCE DOORS TO DWELLING UNITS SHALL BE LOCATED IN THE PORTION OF THE DEAD-END CORRIDOR THAT SERVES AS AN ACCESS TO EXIT. THEREFORE THE DOOR TO THE GARAGE SHED ROOM & TO THE ELECTRICAL ROOM TO BE RELOCATED AS SHOWN.  
EVERY DOOR IN A DEAD-END PUBLIC CORRIDOR TO BE PROVIDED WITH A SELF-CLOSING DEVICE AND A POSITIVE LOCKING DEAD LOCK OF THE TYPE THAT CANNOT BE ACCIDENTALLY LOCKED AGAINST ENTRY TO THE SUITE BY THE CLOSING OF THE DOOR.

- ⊗ - EXIT LIGHTS ON SEPARATE KEYED CIRCUIT.
- ⊗ - DIRECTIONAL EXIT LIGHTS

**FLOOR PLAN FIVE**

**BUILDING 2a 2b**

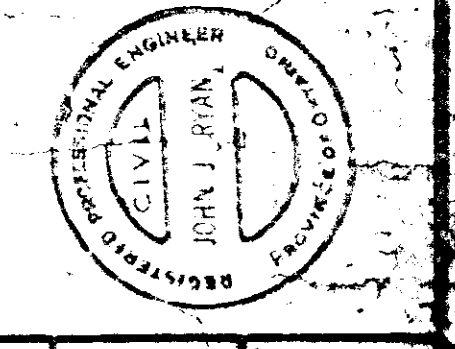
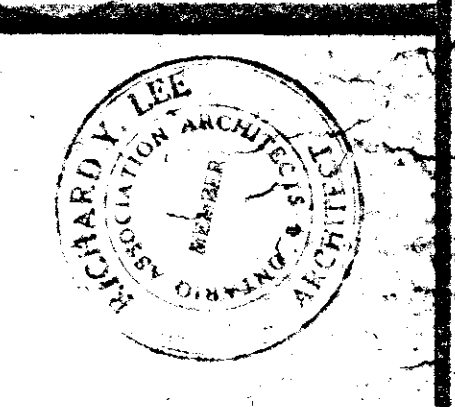
FLOOR LEVEL NO ABOVE NO GRADE  
ELEVATION OF 1ST FLOOR LEVEL ABOVE GRADE THIS SIDE

2-5  
72-323  
DEC. 72

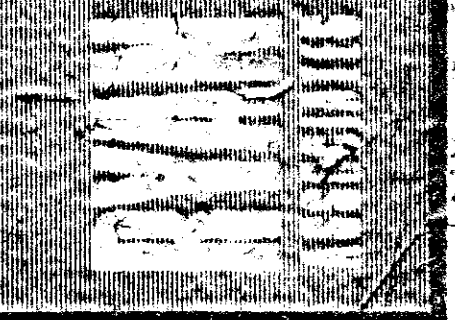
GENERAL NOTES:  
SEE 1/4" SCALE DRAWINGS FOR UNIT DETAILS

CHANGED ALL 6'-0" WINDOWS TO 5'-0"

**HOUSING DEVELOPMENT**  
BURLINGTON - ONTARIO  
FOR TYBRIANT REALTY LIMITED

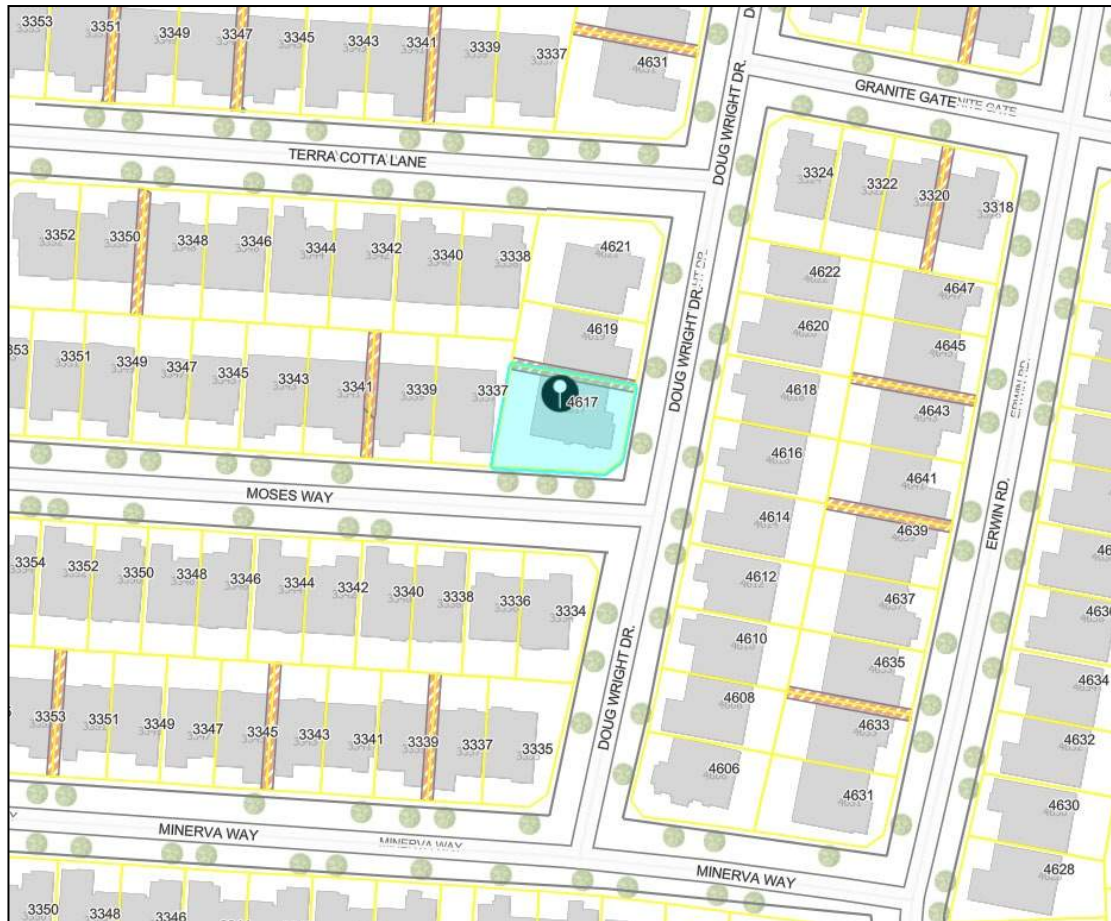


PRIME CONSULTANT  
**JOHN J. RYAN AND ASSOCIATES**  
CONSULTING ENGINEERS  
R. J. RYAN ARCHITECT  
ENGINEERS AND ARCHITECTS



**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

Owner(s): Mark Paul Matsos and Megha Uttangi Matsos  
Address: 4617 Doug Wright Dr. Burlington  
File No. **A-054/25**  
Ward: 6



**Staff Comments**

**Committee of Adjustment**

There are no previous land division or minor variance applications on record for this property.

Date: June 23, 2025

Prepared By: E. Shacklette

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

---

**Zoning**

The subject property is zoned **RAL1**, Alton Community, under Zoning By-Law 2020, as amended. The **RAL1** zone requires, among other things, the following:

**22. RAL1 ZONE REGULATIONS**

**22.1 LOT WIDTH, AREA, YARDS**

Table 2.22.1

Dwelling	Lot Width	Lot Area	Front Yard and Street Side Yard	Rear Yard	Side Yard
Detached	11 m	272 m <sup>2</sup>	3 m dwelling; 6 m garage	7 m	1.2 m one side, 0.6 m other side

**2.2 ACCESSORY BUILDINGS AND STRUCTURES AND UNITARY EQUIPMENT**

2.2.1 The following regulations shall apply to buildings and structures, when accessory to detached, semi-detached, duplex, triplex, fourplex or street townhouse dwellings:

(c) Regulations for Accessory Structures:

(i) Not permitted in required front, side, street side yards.

(ii) Permitted in a rear yard subject to the following:

- Setback from a rear lot line: 90 cm
- Setback from a side lot line: 90 cm
- **Setback from a street side yard: 7.5 m**
- Maximum floor area: 42 m<sup>2</sup>
- Maximum height: 3.7 m
- Maximum roof overhang encroachment: 0.5 m

**Proposal:**

The applicant is proposing the construction of a 21 m<sup>2</sup> rear yard accessory structure.

**Variance required:**

1. To permit a 1.2 m street side yard abutting Moses Way instead of the minimum required 7.5 m for a proposed 21 m<sup>2</sup> accessory structure.

**Condition:**

1. The applicant shall apply for a Pre-Building Approval application.

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

**Notes:**

1. Variances have been identified based on the plans submitted for zoning review. If additional variances are identified when a Pre-Building Approval is made, they will be the responsibility of the applicant to obtain.
2. The zoning review is based on the portion of the site affected by the proposed development only.
3. The variances are being reviewed under Section 45(1) of the *Planning Act*.

Date: 13 January 2025Prepared By: Erin Ruby**Site Planning**

<b>Site Characteristics</b>	
<b>Lot Frontage (m)</b>	Approx 15.27 m
<b>Lot Area (m<sup>2</sup>)</b>	508.28 m <sup>2</sup>
<b>Existing Land Uses</b> <i>(ex. buildings, structures, driveways, fences, etc...)</i>	Two-storey detached-dwelling with attached garage accessed via driveway from Doug Wright Ave.
<b>Site Grading</b> <i>(ex. Flat and level, significant grade differences)</i>	Mainly flat and level
<b>Notable Site Features</b>	Slightly irregularly-shaped corner lot
<b>Surrounding Land Uses</b> <i>(ex. Adjacent building relationships, natural features, notable adjacencies)</i>	Low-density residential with predominantly two-storey detached dwellings
<b>Nearest Major Intersection</b>	Thomas Alton Blvd. and Hopkins Dr.
<b>Neighbourhood Boundaries*</b>	North: Thomas Alton Blvd. East: Sheldon Creek South: Dundas Street, Walker's Line West: Palladium Way
*Based on OP, 1997 residential neighbourhood definition	

## Neighbourhood Characteristics:

- The property is a corner lot with the main frontage on Doug Wright Drive and a side yard along Moses Way. Houses on Moses Way are positioned close to the street, with front yard setbacks under 3 metres
- The subject lands are part of the Alton Village Community nestled between Dundas Street and Highway 407. As part of a newer subdivision, the lot and block pattern is homogeneous and mostly rectangular in shape.

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- As a whole, the community offers a variety of housing types and densities and is recognized for its very compact built form which helps define and reinforce the public realm.
- This area includes two-storey detached dwellings with attached garages and reduced yard requirements, intended to promote a more walkable community.
- Although houses are sited close to the front and street side lot line, the pedestrian focused development ensures sidewalks and ample boulevards for tree planting on both sides of the road. Collectively, this creates a generous and open street design, conducive to pedestrian safety and broad visibility.

A site visit was conducted on January 22<sup>nd</sup>, 2026 and existing on-site conditions are summarized in site photos included in Attachment No. 1 (Site Photos).

**1) City of Burlington Official Plan:**

**Does the proposed minor variance from the zoning by-law maintain the general intent and purpose of the Official Plan?**

**Yes**

**Regional Official Plan (2022):**

The proposal meets the general intent and purpose of the Regional Official Plan, 2022 (ROP, 2022) for the following reasons:

- Accessory structures are not specifically addressed by the ROP, but detached dwellings and accessory structures are permitted by the City's Zoning By-law, so staff are of the opinion that the requested variance meet the general intent and purpose of the ROP, section 76, which indicates that the range of permitted uses and the creation of new lots within the Urban Area will be in accordance with Local Official Plans and Zoning By-laws.

Regional Staff have also reviewed this application and have no objections to the Minor Variance application.

**Official Plan, 1997 & 2020**

Parts of Burlington Official Plan, 2020 (BOP, 2020) are not in-force due to ongoing Ontario Land Tribunal Appeals, so applications are reviewed against a combination of in-force policies under BOP, 2020 and the older Burlington Official Plan 1997 (BOP, 1997).

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The proposal meets the general intent and purpose of the Official Plan for the following reasons:

- The proposed accessory structure is a permitted use in the land use designation that applies to the site, which is 'Low-Rise Neighbourhoods I' according to Schedule 'C' (Land Use - Urban Area) of the BOP, 2020.
- Whereas compatible is defined as "Development or re-development that is capable of co-existing in harmony with, and that will not have an undue physical (including form) or functional adverse impact on, existing or proposed development in the area or pose an unacceptable risk to environmental and/or human health", which is evaluated in accordance with measurable/objective standards, the planner notes the following:
  - The proposed accessory structure is a small structure that is well integrated within the existing low-rise neighbourhood. It is positioned far from the front lot line (along Doug Wright Drive) and the unenclosed design and sloping gable roof, the pavilion structure creates a transition to the abutting property and two-storey dwelling at 3337 Moses Way.
  - The guidelines for the Alton Village Community emphasize shallow setbacks, high-quality design and opportunities for social interaction. The proposed yard reduction for the pavilion is similar to the prevailing rhythm of setbacks along the street and existing permissions for detached dwellings, as explained further in the report

Staff are of the opinion that the proposed location of the accessory structure is compatible with the existing development pattern and does not compromise public safety nor create adverse impacts.

## **2) City of Burlington Zoning By-law 2020:**

**Does the proposed minor variance from the zoning by-law maintain the general intent and purpose of the Zoning By-law?**

### **Yes**

The general intent and purpose of restricting accessory structures along the street side yard under Burlington Zoning By-law 2020 is to ensure adequate sight lines for public safety, maintain aesthetic consistency and to prevent the massing of accessory buildings and structures from dominating the streetscape. The proposed minor variance to permit a 1.2 metre street side yard instead of the minimum required 7.5 metres for a proposed accessory structure is consistent with this intent for the following reasons:

- Under the RAL1 zone provisions, a minimum setback of 3 metres is required both along the front and street side. Further, Part 2 Section 22.4 a) states that covered porches are permitted to encroach an additional 1.5 metres into the front or side

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yard abutting a street. The result is that principle dwellings in this neighbourhood, and along Moses Way are positioned close to the street and are more conducive to pedestrian movement.

- An uncovered seating area already exists in the proposed location of the accessory structure and staff note that given the small rear yard and compact lot pattern, location options for pool and spa equipment; stairs and landings elsewhere on the site are limited.
- Staff in Transportation Planning have reviewed the application and have no concerns, confirming that the location of the proposed accessory structure is well outside of the visibility triangle and does not create safety or visibility issues
- Several existing trees along the street side yard of the subject property, the City boulevard as well as the neighbouring property's front yard will create visual screening and transition

3) Desirability:

**Is the proposed minor variance from the Zoning By-law desirable for the appropriate development or use of the land, building or structure?**

**Yes**

The proposed minor variance is desirable for the appropriate development and use of the building for the following reasons:

- The proposed accessory structure increases the usability of the private outdoor amenity area, provides privacy and shelter from the elements while maintaining appropriate separation distance between the main dwelling and the dwelling on the abutting property
- The proposed structure meets the zoning regulations for remaining setbacks, size and height. Its location permits adequate access to sunlight, airflow and open space in the remaining rear yard, which is more compact due to the proximity of the surrounding dwellings

**4) Minor in Nature:**

**Is the proposed minor variance from the Zoning By-law considered minor in nature?**

**Yes**

The proposed minor variance is minor in nature for the following reasons:

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- 
- Accessory buildings and structures are common in the Alton Community and the positioning of this pavilion is appropriate given the overall site context, as explained earlier in the report.
  - The reduction to the proposed street side yard setback, along Moses Way will not impact vehicular or pedestrian safety nor contribute to excessive massing.
  - The abutting property at 3337 Moses Way does not have any openings along its building wall directly facing the proposed location of the accessory structure and as such, will not experience any noise or shadow impacts.
  - From a visual perspective, the pavilion maintains visual permeability due to its open-air design and from the street, it is largely shielded by trees as well as an existing wood board fence.

**Cumulative Effects of Multiple Variances and Other Planning Matters:**

- n/a

**Recommendation:**

Staff have reviewed the proposed variance in accordance with the Planning Act, the policies of the Official Plan and the requirements of the Zoning By-law and have no objection.

Date: February 6, 2026

Prepared By: Magda Rusin-Hynek

**Report Schedules & Attachments:**

Attachment No. 1 (Site Photos)



View of the subject property, facing front yard at Doug Wright Dr



View of the subject property, facing street side yard at Moses Way

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View of the subject property, as well as abutting dwelling at 3337 Moses Way



Looking toward corner of the subject property and proposed accessory structure location, from sidewalk and front yard at 3337 Moses Way



View along the street side yard toward proposed location of accessory structure and abutting property at 3337 Moses Way



View along the street side yard toward front yard at Doug Wright Dr.



View of interior side yard at 3337 Moses Way, abutting rear yard of subject property



View along street side yard looking towards rear of subject property

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View of rear yard including swim spa, pool equipment and entry steps and landing



View of nearby properties and existing accessory buildings / structures

**Development Engineering**

Development Engineering has reviewed the proposed minor variances and has no objection to the variance(s) requested. Revisions to the plans may be required through the Grading and Drainage Clearance Certificate process.

Date: January 27, 2026

Prepared By: R. Maximo

**Forestry**

Forestry has no objection to the proposed variances requested.

Forestry has reviewed the application and has the following advisory comments:

**Advisory Comments:**

1. A tree permit will be required for any and all work around regulated trees in accordance with the City's Public and Private Tree By-laws.

Date: January 29, 2026

Prepared By: M.Krzywicki

**Building**

1. A Building Permit is required for all building construction;
2. Permit application drawings are to be prepared by a qualified designer as per Div. C., Section 3.2 - Qualifications of Designers and OBC 2024.

Date: Feb. 3, 2026

Prepared By: A. Kuzmichuk

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### **Transportation Planning**

#### Deemed Road Width Analysis

Doug Wright Drive is under the authority of the City of Burlington and the deemed right-of-way width is 17 metres. The right of-way adjacent to the subject site is approximately 17 metres therefore, no additional lands are required.

Date: June 27, 2025

Prepared By: Stephanie Robinson

Transportation Planning have reviewed the proposed minor variance application and offer no comments.

Date: January 16, 2026

Prepared By: E. Chen

### **Finance**

#### **Notice regarding Development Charges:**

The owner, its successors and assigns, are hereby notified that City Development Charges may be payable in accordance with the applicable By-law 72-2004, as may be amended, upon issuance of a building permit, at the rate in effect on the date issued. For further information, the owner is advised to contact the City Building Department (905) 335-7731.

#### **Tax**

All property taxes including penalty and interest must be paid. This includes all outstanding balances plus current year taxes that have been billed but are not yet due. Local improvements must be commuted.

Date: January 16, 2026

Prepared By: L. Bray

#### **Agency Comments:**

##### **Halton Region**

Regional Staff have reviewed the Minor Variance application proposing the construction of a 21 m<sup>2</sup> rear yard accessory structure. Variances are requested to the minimum required street side yard depth.

- Due to Provincial legislation, as of July 1, 2024, the Halton Region's role in land use planning and development matters has changed. The Region is no longer responsible for the Regional Official Plan – as this has become the responsibility of Halton's four local municipalities. As a result of this

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change, a Memorandum of Understanding (MOU) between the Halton municipalities and Conservation Authorities has been signed that identifies the local municipality as the primary authority on matters of land use planning and development. The MOU also defines the continued scope of interests for the Region and the Conservation Authorities in these matters.

- Regional Staff have no objections to the Minor Variance application.

Date: February 5, 2026

Prepared By: Navjot Kaur

**Burlington Hydro**

Comments were not received by the publication date of this report.

## NOTICE OF PUBLIC HEARING

Mark Paul Matsos and Megha Uttangi Matsos, the owners of 4617 Doug Wright Dr. Burlington, have applied to the Committee of Adjustment for a Minor Variance to the requirements of Zoning By-law 2020, as amended. The property in question is **4617 Doug Wright Dr. Burlington** (see map).

The applicant is proposing the construction of a 21 m<sup>2</sup> rear yard accessory structure. This proposal results in the following variance:

1. To permit a 1.2 m street side yard abutting Moses Way instead of the minimum required 7.5 m for a proposed 21 m<sup>2</sup> accessory structure.

You have received this notice as stipulated by the *Planning Act* because your property is within 60 metres of the property noted above. The application materials are available on request by contacting Committee of Adjustment staff by one of the methods listed above. A copy of the Agenda, containing staff reports and drawings, can be viewed online under the Meeting Agenda tab at **Burlington.ca/coa** on or after **February 23, 2026**.

Committee of Adjustment Hearings will be hybrid-conducted in person and virtually. All members of the public, applicants and their agents will now have the option to participate in the public meeting process in person at City Hall in Council Chambers, or remotely via Zoom Webinar Video Conferencing Technology. The Committee of Adjustment will meet to consider the above application under Section 45 of the *Planning Act*, 1990, as amended on:

### **WEDNESDAY MARCH 11, 2026**

This application is scheduled to be heard at or after 5:30 pm.

## **How to participate if I have comments or concerns?**

### **Written Submissions**

Members of the public who would like to participate in a Committee of Adjustment meeting are able to send written comments regarding the application by e-mail to [committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca) with the subject line to read "Comments\_Your Name\_File No.\_Address of the Property".

Alternatively, written comments can be sent by regular mail addressed to the Secretary-Treasurer. Include your name, address, application number and address of the property for which you are providing comments.

To allow all Committee of Adjustment members the opportunity to review and consider your comments, please provide your written submissions to be received no later than noon the day before the hearing date.

### Oral Submissions

Members of the public are also able to provide oral comments regarding Committee of Adjustment Hearing items by participating virtually through Zoom via computer or phone, or by attending the Hearing in-person. Participation virtually requires pre-registration in advance. Please contact staff for instructions if you wish to make a presentation containing visual materials.

#### 1. Virtual Oral Submissions

To register as a delegate, please contact the Secretary-Treasurer no later than 12:00 p.m. (noon) the day before the hearing date. The following information is required to register; Committee of Adjustment file number, hearing date, name, and mailing address of each person wishing to speak, if participation will be by phone or video. All requests to delegate must contain a copy of your intended remarks which will be circulated to all members of Committee in advance.

#### 2. In person Oral Submissions

Interested members of the public, agents, and owners who wish to participate in person may attend Council Chambers on the date and time listed on the Notice of Public Hearing. Please note that you will be required to provide your name and address for the record. It is advised that you arrive no less than 10 minutes before the time of the Public Hearing as noted on the Notice of Public Hearing.

### Attend or View the Committee of Adjustment Hearing:

If you do not wish to participate, but would like to follow along, the hearing will be held in person at City Hall in Council Chambers and live through a Zoom Webinar. Instructions, links and phone numbers for joining the meeting will be posted on the Committee of Adjustment webpage the day prior to the scheduled meeting. The link will be active at **5:00 p.m.**

If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must submit a written request to the Secretary-Treasurer. This will also entitle you to be advised of a possible Ontario Land Tribunal Hearing. In accordance with the Planning Act, the Committee of Adjustment decision may be appealed to the Ontario Land Tribunal by the owner, the Minister of Municipal Affairs and Housing, a specified person or public body that has an interest in the matter.

The applicant is advised that it is **mandatory** that either the applicant or an authorized agent of the applicant must be present at the hearing either in person or virtual.

For more information about this matter, contact Catherine Susidko-Petriczko at [committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca)

Yours truly,



Personal information including comments and public feedback, is collected under the legal authority of the Planning Act, R.S.O. 1990, Chapter c. P.13, as amended, and the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, as amended, which will be used to process the application and in the decision making process and becomes the property of the City of Burlington, and is considered to be a public record and will be disclosed to any individual (including being posted on the internet) upon request. Questions about this collection should be directed to the Secretary-Treasurer, Burlington Committee of Adjustment, Community Planning Department, 426 Brant Street, P.O. Box 5013, Burlington, Ontario; L7R 3Z6 (905) 335-7629.

### Key Map



### Key Map



4617 Doug Wright Dr.



Committee of Adjustment Community  
Planning Department - Planning  
Implementation

**PLANNING ACT, R.S.O. 1990, C.P. 13  
APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION**

THE UNDERSIGNED HEREBY APPLIES TO THE COMMITTEE OF ADJUSTMENT FOR THE CITY OF BURLINGTON UNDER SECTION 45 OF THE PLANNING ACT, R.S.O. 1990, C.P.13, AS DESCRIBED IN THIS APPLICATION, FROM BY-LAW NO. 2020. (AS AMENDED)

Application made under:

Section 45 (1) of the Planning Act

Section 45 (2) of the Planning Act

Discussed the application with a City Zoning Examiner and Development Planner Y,  or N

Name of Planner: \_\_\_\_\_

Name of Zoning Examiner: Steve Beach

**PROPERTY INFORMATION**

Municipal Address(es) of property:

4617 Doug Wright Drive, Burlington, ON

Legal Description of property:

Plan MLO7A LOT 86

Official Plan Designation: Residential Low-Density Current Zoning Designation Residential High Density (RHD)

**OWNER(S) INFORMATION:**

Legal Name (as it appears on the title for the property):

Mark & Meg Matsos

Mailing Address: 4617 Doug Wright Drive

City: Burlington

Postal Code: L7M 0L5

Home Phone: N/A

Mobile Phone: [REDACTED]

Work Phone: N/A

E-Mail: [REDACTED]

**AGENT INFORMATION** (if applicable): (This person will be the primary point of contact if provided)

Name:

Jacob Perwin

Business Address: 340 Regional Road 20

City: Hannon

Postal Code: L0R 1P6

Home Phone: N/A

Mobile Phone: [REDACTED]

Work Phone: [REDACTED]

E-Mail: [REDACTED]

**PROPOSED DEVELOPMENT** Please outline in detail your proposed development and list each variance you are requesting, as well as the Zoning By-law Requirements. Attach a separate sheet if required.

Supply & installation of free-standing accessory structure building in backyard of property

Variance(s) Requested	Zoning Bylaw Requirement
For the supply & installation of an accessory structure in backyard of corner lot property with a setback of approximately 6.1m of a setback from street-side setback.	The zoning bylaw requirement states that an accessory structure must have a minimum setback of 7.5m from street side setback.

**In your own words, please explain why you are unable to comply with the provisions of the Zoning By-law and how the minor variance(s) meet the four (4) tests under the Planning Act:**

- Why is the variance(s) minor in nature? The variance is minor in nature due to the by-law requiring a minimum setback of 7.5m. We are asking for a minor variance to allow for a setback of 6.1m from street side setback.
- Why are the variance(s) desirable for the appropriate use of the land? Due to the layout of the property along with the property being a corner lot, inevitably a variance would be required due to the street side setback by-law.
- Do the variance(s) meet the intent and purpose of the Official Plan? Yes the variance meets the intent & purpose of the official plan.
- Do the variance(s) meet the intent and purpose of the Zoning By-law? Yes the variance does meet the intent & purpose of the zoning by-law.

<b>PROPERTY DETAILS (please complete all fields):</b>				
Date property purchased: <u>N/A (unknown)</u> mmm/dd/yyyy	Date property first built on: <u>05/25/2011</u> mmm/dd/yyyy	Date of proposed construction: <u>05/25/2013</u> mmm/dd/yyyy		
<b>Existing Use of the Subject Property</b> (check one):		Length of time the existing uses of the subject property have continued: <u>N/A (unknown)</u>		
Detached Dwelling <input checked="" type="checkbox"/> Semi-Detached Dwelling <input type="checkbox"/> Townhouse Dwelling <input type="checkbox"/> Street Townhouse Dwelling <input type="checkbox"/> Apartment <input type="checkbox"/> Mixed Use <input type="checkbox"/> Hi Rise <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Vacant <input type="checkbox"/> Other <input type="checkbox"/> _____		<b>Proposed Use of the Land:</b> <u>Residential use including a single detached dwelling.</u>		
<b>Existing Uses of Abutting Properties</b> (check all that apply)				
Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Multi-Residential <input type="checkbox"/> Vacant <input type="checkbox"/> Hydro right of-way <input type="checkbox"/> Railway right-of-way <input type="checkbox"/> Provincial Highway <input type="checkbox"/> Park <input type="checkbox"/> Other <input type="checkbox"/> _____ Conservation Halton Lands: Lake Ontario <input type="checkbox"/> Creek <input type="checkbox"/> Storm Water Management Pond/Channel <input type="checkbox"/> Ravine <input type="checkbox"/>				
<b>Additional Information</b>				
Is liquor sold on site? Y <input type="checkbox"/> or N <input checked="" type="checkbox"/>				
Is the property on the Municipal Cultural Heritage Register for the City of Burlington? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Unknown <input type="checkbox"/>				
<b>Type of Access to the Subject Lands</b>				
Provincial Highway <input type="checkbox"/>	Municipal Road <input checked="" type="checkbox"/>	Private Road <input type="checkbox"/>	Water <input type="checkbox"/>	Other(specify) <input type="checkbox"/>
<b>Municipal Services Provided</b>				
Water <input checked="" type="checkbox"/>	If not available, by what means is it provided: _____			
Sanitary Sewers <input checked="" type="checkbox"/>	If not available, by what means is it provided: _____			
Storm Sewers <input checked="" type="checkbox"/>	If not available, by what means is it provided: _____			
<b>IS THE SUBJECT LAND(S) THE SUBJECT OF ANY OF THE FOLLOWING DEVELOPMENT APPLICATIONS:</b>				
<input type="checkbox"/> Official Plan Amendment <input type="checkbox"/> Zoning By-law Amendment <input type="checkbox"/> Building Permit <input type="checkbox"/> Site Development Plan <input type="checkbox"/> Plan of Subdivision <input type="checkbox"/> Previous Minor Variance <input type="checkbox"/> Consent				

**FOR RESIDENTIAL DETACHED OR SEMI-DETACHED DWELLINGS**

Dimensions of Property			Street Width (see first page of application for how to obtain)			Lot Coverage	Corner Lot? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Frontage	Depth	Area	Actual	Deemed	Required		
15.21m	22.97m	350.88m <sup>2</sup>	17.00	17.00	N/A	588.69m <sup>2</sup>	

**Particulars of all buildings and structures on or proposed for the subject lands**

(attach additional page if required)

EXISTING (Dwelling/Building)		PROPOSED (Dwelling/Building/Addition)	
Ground Floor Area (incl. attached garage)	M <sup>2</sup> 192.5	Ground Floor Area (incl. attached garage)	M <sup>2</sup>
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Number of Storeys:	2	Number of Storeys:	
Width:	16.4 M	Width:	M
Length:	12.53 M	Length:	M
Height:	10.8 M	Height:	M
<b>Garage/Car Port</b>		<b>Garage/Car Port</b>	
Detached?	Y <input type="checkbox"/> N <input type="checkbox"/>	Detached?	Y <input type="checkbox"/> N <input type="checkbox"/>
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>Accessory Structures (Shed, Gazebo, etc)</b>		<b>Accessory Structures</b>	
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	26.79 M <sup>2</sup>
Width:	M	Width:	5.49 M
Length:	M	Length:	4.98 M
Height:	M	Height:	3.63 M
<b>Other (pool, additional sheds, decks, driveways, etc.)</b>		<b>Other</b>	
Gross Floor Area:	10.55 M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	2.47 M	Width:	M
Length:	4.27 M	Length:	M
Height:	1.22 M	Height:	M

**LOCATION of all existing and proposed buildings and structures**

EXISTING		PROPOSED	
Front:	M	Front:	15.94 M
Rear:	M	Rear:	1.25 M
Side/Street Side:	M	Side/Street Side:	1.7m M
Side/Other Side:	M	Side/Other Side:	15.84 M

**POSTING OF ADVISORY SIGN**

This will confirm the requirement of the Committee of Adjustment for a sign to be posted by all applicants or agents on each property under application.

A sign will be made available to you after completion of the zoning review of your application(s) and you are directed to post each sign in a prominent location that will enable the public to observe the sign.

The location of each sign will depend on the lot and location of structures on it, however, the sign should be placed so as to be legible from the roadway in order that the public can see the sign and make note of the telephone number should they wish to make inquiries. In most cases, please post the sign on a stake as you would a real estate sign. For commercial or industrial buildings it may be appropriate to post the sign on the front wall of the building at its entrance. Please contact the undersigned if you have any queries on the sign location.

**DO NOT POST THE SIGN INSIDE THE BUILDING BY A WINDOW. The sign must be outdoors by the roadway in order to be visible and readable.**

Each sign must remain posted beginning 10 days prior to the hearing, until the day following the hearing. Please fill in the form below indicating your agreement to post the sign(s) as required. This form must be submitted with the application so that it may be placed on file as evidence that you have met the committee's requirements. Failure to post the sign as required will result in deferral of the application.

**I UNDERSTAND THAT EACH SIGN MUST BE POSTED AT LEAST 10 DAYS BEFORE THE HEARING, AND WILL REMAIN POSTED AND BE REPLACED, IF NECESSARY, UNTIL THE DAY FOLLOWING THE HEARING.**

Owner Name Meg Matsos

Property Address 4617 Doug Wright Dr.

Meg  
Signature of Owner/Applicant

Nov. 01/2024  
Date (mmm/dd/yyyy)

**AFFIDAVIT**

\*Please fill out at time of submission of application

I have the authority to bind the Corporation (check if applicable)  Signature of Applicant or Authorized Agent:

Agent: JACOB PERUSIN

I, JACOB PERUSIN of the CITY of BURLINGTON in the CITY of HALTON  
(print name) (Region/City/County) (City/Town/Township)

of HALTON solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the CITY of BURLINGTON in the REGION OF HALTON  
(Region/City/County) (City/Town/Township)

this 12<sup>th</sup> day of MARCH 20 25.

Shelby Clements  
Shelby Olivia Clements, <sup>SC</sup>  
Commissioner, etc., Province of  
Ontario, for The Corporation of the  
City of Burlington.

Signature of Commissioner, etc.  
Expires January 24, 2026.

[Signature]  
Signature of Applicant or Authorized Agent

**PERMISSION TO ENTER**

**\*IMPORTANT\*** This MUST be completed for all applications and signed by the OWNER.

Municipal Address of Subject Lands: \_\_\_\_\_

I hereby authorize the Committee of Adjustment members, City of Burlington and Region of Halton staff to enter onto the above-noted property for the limited purposes of evaluating the merits of this application.

[Signature]  
Meg Uttangi Matsos (Mar 14, 2025 14:37 EDT)  
Signature of Owner

Meg Uttangi Matsos  
Print Name

**OWNERS AUTHORIZATION**

If using an agent, the owner must also complete the following form:

I, Megha Matsos being the registered owner of the subject lands, hereby  
(print name)

Authorize Jacob Perusin to prepare, submit and act on my behalf with respect to this  
(print agent name)

application for a Minor Variance.

Megha Matsos  
Signature of Owner

NOV. 01 / 2024  
Date (mmm/dd/yyyy)

**Notice of collection of personal information**

Personal information contained on this form is collected under the authority of the Planning Act, RSO 1990, c. P.13, to process applications and make decisions. Applications made under the Planning Act, are considered part of the public record and shall be made available to the public. Questions about this collection can be directed to the Manager of Development Planning, City of Burlington, 426 Brant Street, Burlington, Ontario, L7R 3Z6, 905-335-7600.

The applicant acknowledges that an application, all supporting information and materials, including studies and drawings, submitted under the Planning Act, pursuant to s. 1.0.1 of the Planning Act, RSO 1990, c.P.13, as amended, shall be made available to the public.

<b>Minor Variance Application Checklist</b> Please add a check mark beside the items you have provided with your application. Illegible drawings or those missing required details will be returned to applicant.	<b>Select</b> (✓)
<b>LEGAL SURVEY (must be prepared and signed and dated by an Ontario Land Surveyor)</b>  * For new development, a Proposed Building Plan stamped by an Ontario Land Surveyor or Professional Engineer may be required.	
OR	
<b>DETAILED SITE PLAN (must be prepared and stamped by Professional Engineer, Ontario Land Surveyor or Professional Architect). A legal survey may still be required at the discretion of staff.</b>	✓
AND	
<b>PLAN and ELEVATION DRAWINGS which include the following as applicable:</b> (Missing details or illegible drawings will be sent back to the applicant for correction)	
<b>SITE PLAN</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Metric Scale</li> <li><input checked="" type="checkbox"/> North Arrow</li> <li><input type="checkbox"/> Frontage</li> <li><input type="checkbox"/> Depth</li> <li><input type="checkbox"/> Lot Area</li> <li><input type="checkbox"/> Lot Coverage</li> <li><input type="checkbox"/> Deemed Street Line</li> <li><input type="checkbox"/> Existing Front Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Rear Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Side Yard Setbacks</li> <li><input type="checkbox"/> Existing Street Side Yard Setbacks</li> <li><input type="checkbox"/> Existing Porch, Stairs and Overhang Setbacks</li> <li><input type="checkbox"/> Proposed Front Yard Setbacks</li> <li><input checked="" type="checkbox"/> Proposed Rear Yard Setbacks</li> <li><input checked="" type="checkbox"/> Proposed Side Yard Setbacks</li> <li><input type="checkbox"/> Proposed Street Side Yard Setbacks</li> <li><input type="checkbox"/> Proposed Porch, Stairs and Overhang Setbacks</li> <li><input type="checkbox"/> Streets (Public and Private)</li> <li><input type="checkbox"/> Street Names</li> <li><input type="checkbox"/> Parking (Dimensioned spaces, Driveway Width, Arrangement)</li> <li><input type="checkbox"/> Railways (Location of them and setbacks to structures)</li> <li><input type="checkbox"/> All Watercourses and/or Conservation Halton Areas(creeks, lakes, etc)</li> </ul>	

**Minor Variance Application Checklist**

Please add a check mark beside the items you have provided with your application.  
Illegible drawings or those missing required details will be returned to applicant.

**LOCATION AND MEASUREMENTS OF SHED, DECK OR OTHER STRUCTURES**

- Setbacks
- Height
- Area
- Length
- Width

**ELEVATIONS**

- Metric
- Front
- Rear
- Side 1
- Side 2

**FLOOR PLANS**

- Metric
- North Arrow
- Gross Floor Area Calculation
- Ground Floor Area Calculation
- Floor Area Ratio (where applicable)

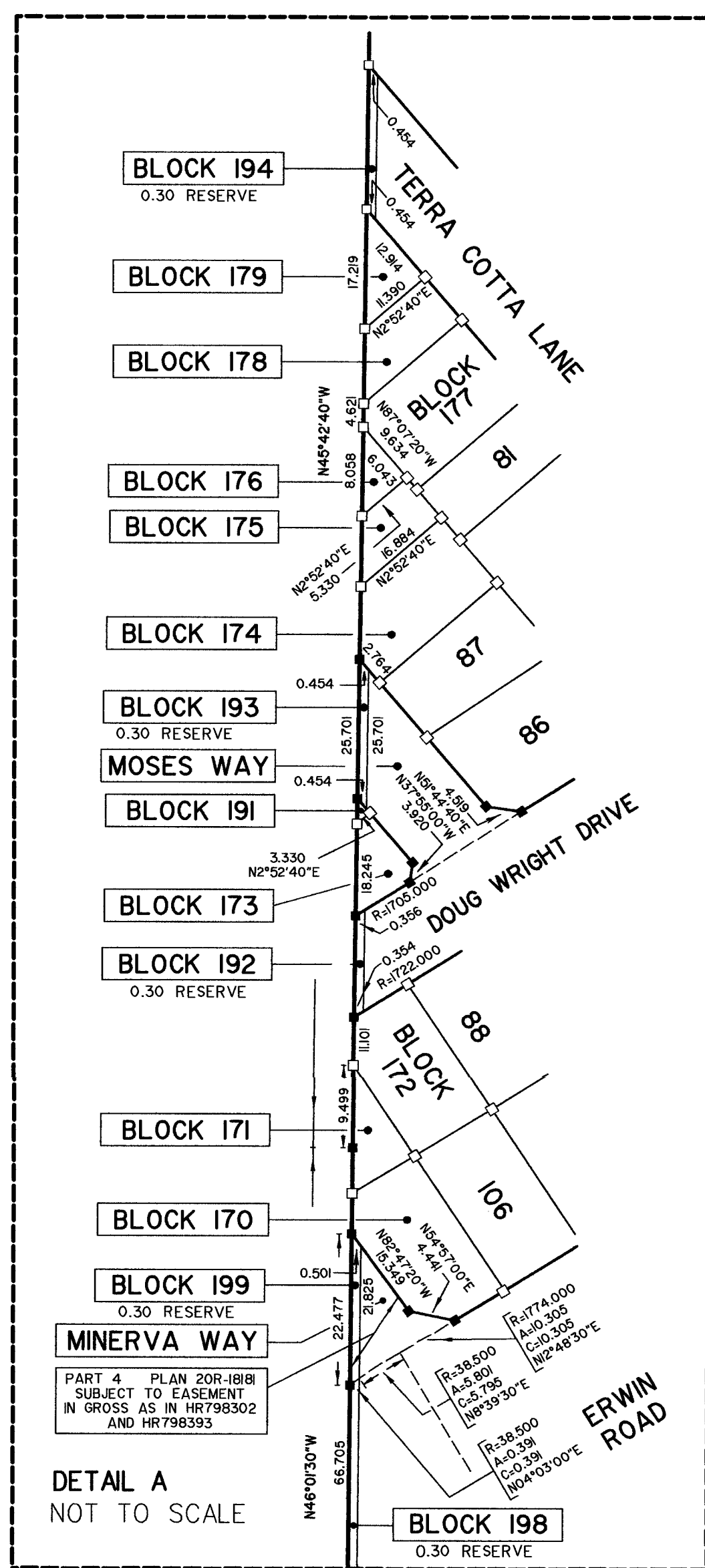
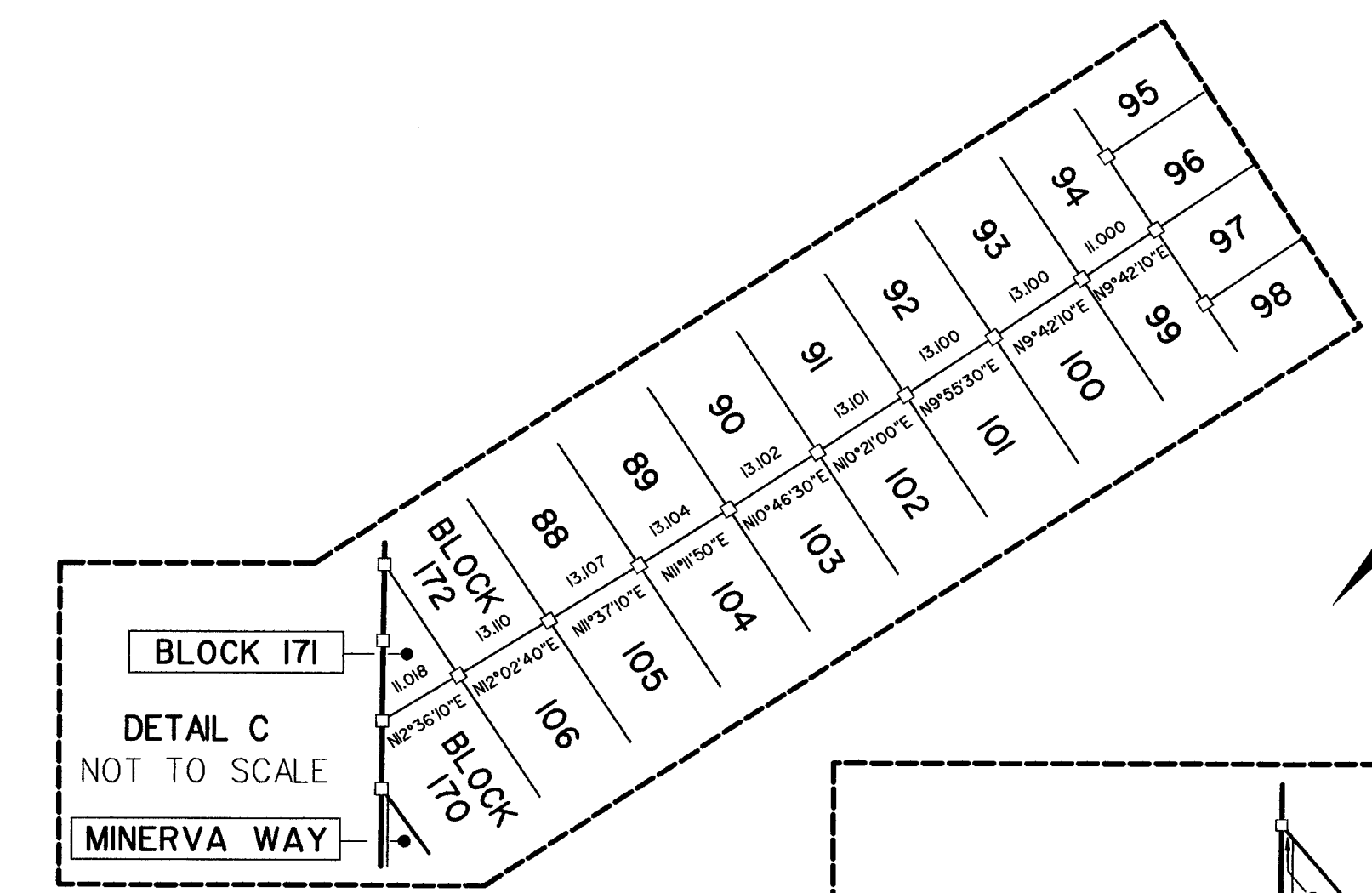
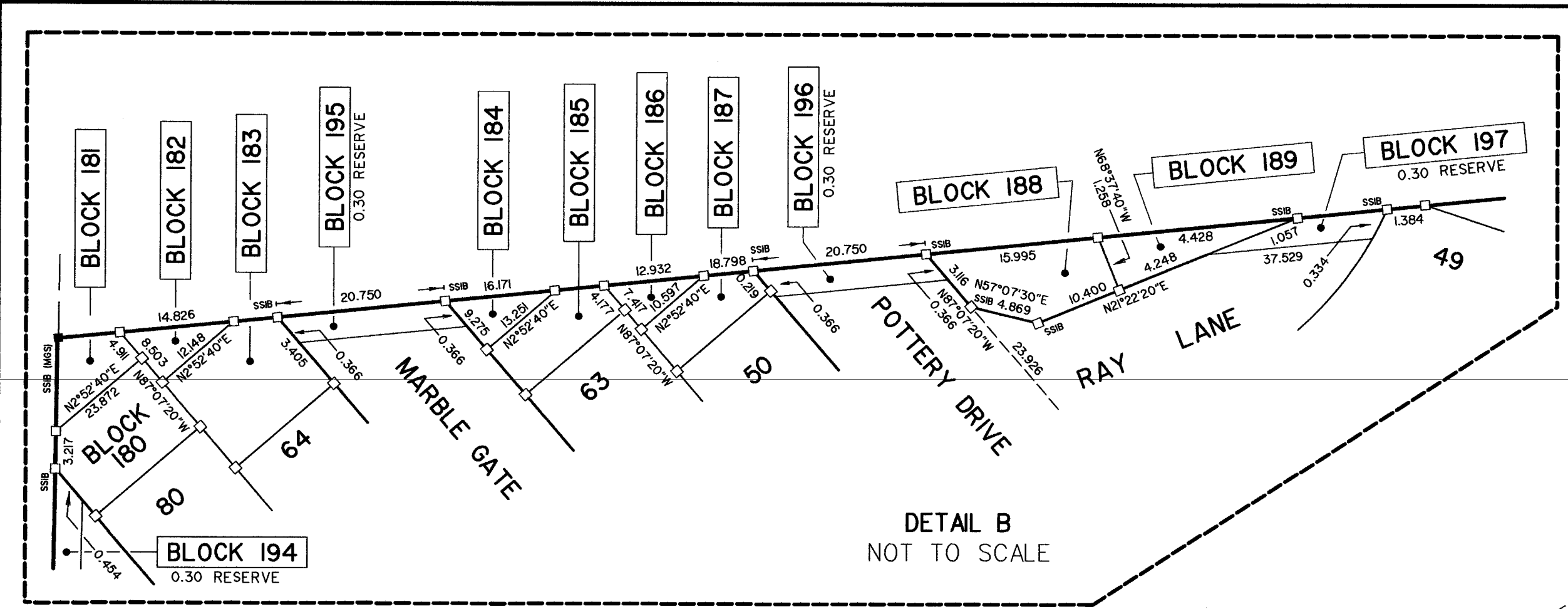
I have reviewed the minor variance checklist and ensure all the applicable information is shown on the drawings submitted as part of this application.



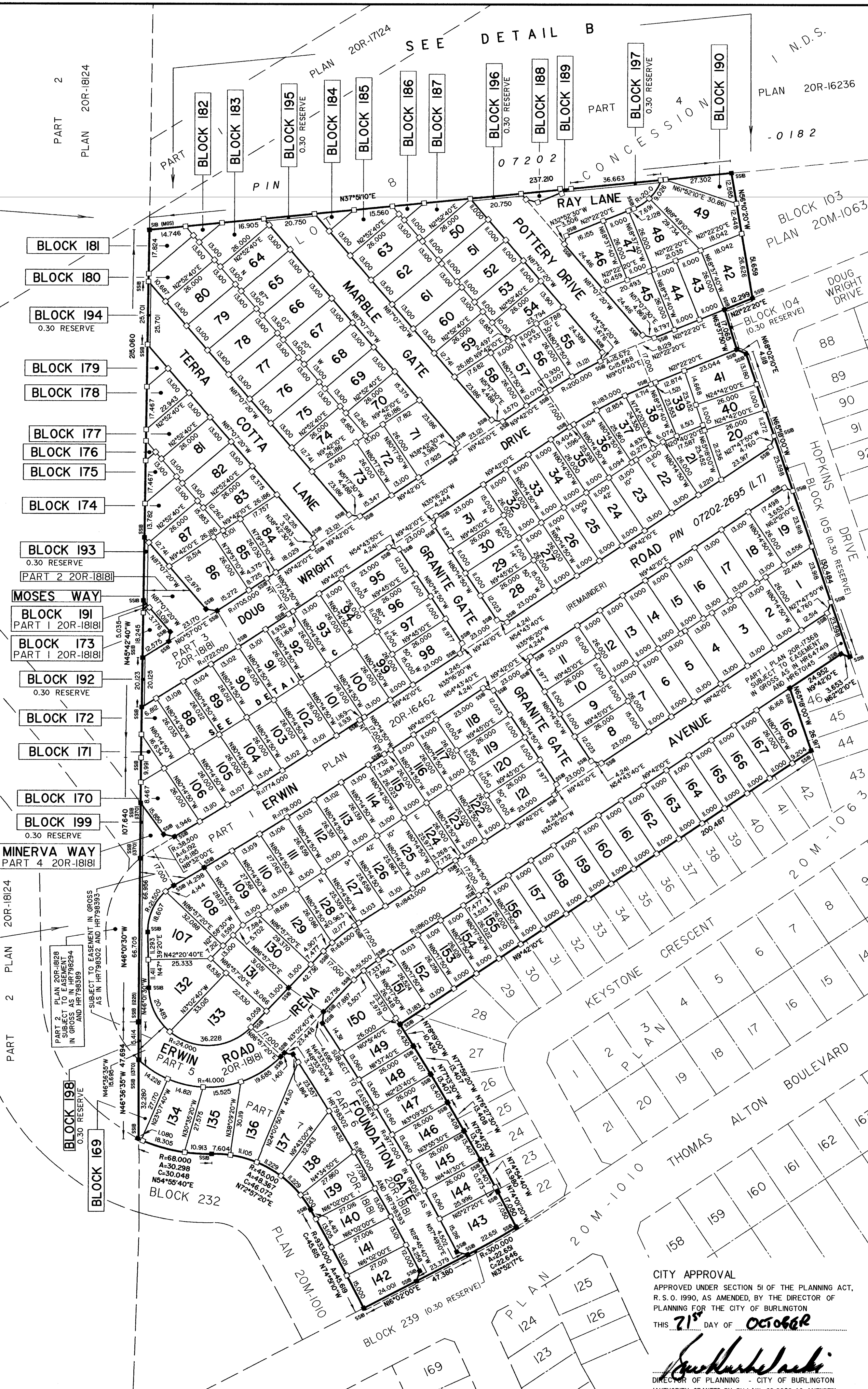
\_\_\_\_\_  
Signature of Owner/Agent

Oct 10 / 2024

\_\_\_\_\_  
Date (mmm/dd/yyyy)



LOT	RADIUS	ARC	CHORD	BEARING
LOT 35	183.000	1.596	11.596	N09°57'10"E
LOT 36	183.000	11.104	11.102	N11°56'30"E
LOT 37	183.000	12.854	12.851	N15°41'30"E
LOT 38	183.000	11.714	11.712	N19°26'30"E
LOT 39	20.000	7.691	7.644	N10°21'20"E
LOT 40	20.000	0.334	0.334	N26°02'20"W
LOT 41	20.000	8.692	8.692	N13°08'40"E
LOT 42	200.000	13.121	13.119	N15°00'10"E
LOT 43	200.000	11.007	11.007	N18°52'20"E
LOT 44	200.000	0.930	0.930	N09°50'10"E
LOT 45	1705.000	8.725	8.725	N09°54'00"E
LOT 46	1705.000	15.272	15.272	N10°18'10"E
LOT 47	1722.000	13.107	13.107	N11°40'40"E
LOT 48	1722.000	13.104	13.104	N10°46'30"E
LOT 49	1722.000	13.102	13.102	N10°48'20"E
LOT 50	1722.000	13.101	13.101	N10°22'10"E
LOT 51	1722.000	11.932	11.932	N09°57'10"E
LOT 52	1774.000	11.931	11.931	N09°56'50"E
LOT 53	1774.000	13.101	13.101	N10°21'00"E
LOT 54	1774.000	13.102	13.102	N10°46'30"E
LOT 55	1774.000	13.104	13.104	N11°11'50"E
LOT 56	1774.000	13.102	13.102	N12°02'40"E
LOT 57	1774.000	13.110	13.110	N12°02'40"E
LOT 58	21.500	18.607	18.031	N22°51'50"W
LOT 59	1791.000	14.298	14.298	N12°44'40"E
LOT 60	21.500	4.144	4.138	N07°27'10"E
LOT 61	1791.000	13.113	13.113	N12°18'30"E
LOT 62	1791.000	13.109	13.109	N11°53'50"E
LOT 63	1791.000	13.106	13.106	N11°28'10"E
LOT 64	1791.000	13.103	13.103	N10°52'40"E
LOT 65	1791.000	13.102	13.102	N10°37'50"E
LOT 66	1791.000	13.100	13.100	N10°12'40"E
LOT 67	1791.000	7.732	7.732	N09°52'40"E
LOT 68	1843.000	7.732	7.732	N09°52'30"E
LOT 69	1843.000	13.100	13.100	N10°11'50"E
LOT 70	1843.000	13.101	13.101	N10°36'20"E
LOT 71	1843.000	13.103	13.103	N11°00'50"E
LOT 72	1843.000	13.103	13.103	N11°13'50"E
LOT 73	1843.000	12.177	12.161	N08°08'10"E
LOT 74	68.500	0.963	0.963	N11°13'50"E
LOT 75	68.500	4.907	4.906	N00°59'50"W
LOT 76	24.000	20.463	19.867	N72°06'20"W
LOT 77	24.000	36.228	32.885	N40°12'00"E
LOT 78	18.305	18.305	18.250	N59°04'20"E
LOT 79	41.000	14.821	14.740	N56°31'00"E
LOT 80	68.000	10.913	10.901	N46°45'40"E
LOT 81	45.000	7.604	7.595	N47°00'20"E
LOT 82	41.000	15.525	15.433	N35°18'50"E
LOT 83	45.000	11.105	11.078	N58°55'30"E
LOT 84	960.000	3.864	3.864	N79°37'40"W
LOT 85	41.000	19.685	19.497	N10°42'40"E
LOT 86	45.000	11.229	11.199	N75°08'10"E
LOT 87	960.000	23.557	23.556	N78°48'30"W
LOT 88	45.000	11.229	11.199	N75°29'50"E
LOT 89	960.000	19.432	19.432	N77°51'30"E
LOT 90	45.000	7.200	7.192	N80°50'10"W
LOT 91	933.000	4.413	4.412	N41°07'00"E
LOT 92	960.000	17.099	17.099	N76°26'10"W
LOT 93	933.000	13.105	13.105	N75°34'50"W
LOT 94	960.000	13.103	13.103	N75°32'10"W
LOT 95	933.000	13.101	13.101	N74°46'30"W
LOT 96	960.000	13.101	13.101	N74°45'10"W
LOT 97	933.000	15.000	15.000	N73°54'45"W
LOT 98	960.000	12.000	12.000	N74°00'10"W
LOT 99	977.000	14.311	14.311	N73°08'50"W
LOT 100	300.000	22.651	22.646	N13°52'20"E
LOT 101	977.000	13.060	13.060	N74°55'30"W
LOT 102	977.000	13.060	13.060	N75°41'30"W
LOT 103	977.000	13.060	13.060	N76°27'30"W
LOT 104	977.000	13.060	13.060	N77°13'50"W
LOT 105	977.000	13.060	13.060	N77°59'20"W
LOT 106	977.000	13.060	13.060	N78°45'20"W
LOT 107	977.000	14.311	14.311	N79°33'50"W
LOT 108	51.500	5.507	5.504	N00°01'10"E
LOT 109	1860.000	11.001	11.001	N11°09'20"E
LOT 110	51.500	7.337	7.331	N07°09'50"E
LOT 111	1860.000	13.103	13.103	N10°51'50"E
LOT 112	1860.000	11.001	11.001	N11°09'20"E
LOT 113	1860.000	11.000	11.000	N10°09'10"E
LOT 114	1860.000	7.477	7.477	N09°52'10"E
LOT 115	68.000	1.080	1.080	N87°14'10"E
LOT 116	41.000	14.226	14.155	N76°48'50"E
LOT 117	1774.000	11.946	11.943	N12°25'50"E
LOT 118	1722.000	6.812	6.812	N12°00'30"E
LOT 119	1705.000	12.575	12.575	N11°33'00"E
LOT 120	41.000	0.411	0.411	N86°28'00"E



**PLAN 20M-1079**  
 I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF HALTON (No. 20) AT 2:29pm O'CLOCK ON THE 22<sup>ND</sup> DAY OF OCTOBER, 2010 AND ENTERED IN THE PARCEL REGISTER FOR PROPERTY IDENTIFIER 07202-2695 AND THE REQUIRED CONSENTS ARE REGISTERED AS PLAN DOCUMENT No. HR984522  
 [Signature]  
 LAND REGISTRAR

THIS PLAN COMPRISES ALL OF PIN 07202-2695 (LT) ALL OF BLOCKS 198 AND 199, MINERVA WAY AND FOUNDATION GATE AND PART OF ERWIN ROAD AND IRENA AVENUE ARE SUBJECT TO AN EASEMENT IN GROSS AS IN INSTRUMENT Nos. HR798302 AND HR798393 PART OF IRENA AVENUE IS SUBJECT TO AN EASEMENT IN GROSS AS IN INSTRUMENT Nos. HR647419 AND HR670145

**PLAN OF SUBDIVISION OF PART OF LOT 8, CONCESSION 1 NORTH OF DUNDAS STREET**  
 GEOGRAPHIC TOWNSHIP OF NELSON  
 NOW IN THE CITY OF BURLINGTON  
 REGIONAL MUNICIPALITY OF HALTON

SCALE 1:1000  
 J. D. BARNES LIMITED

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

**OWNER'S CERTIFICATE**  
 THIS IS TO CERTIFY THAT:  
 1. LOTS 1 TO 188, BOTH INCLUSIVE, BLOCKS 169 TO 191, BOTH INCLUSIVE, STREETS, NAMELY DOUG WRIGHT DRIVE, ERWIN ROAD, FOUNDATION GATE, GRANITE GATE, IRENA AVENUE, MARBLE GATE, RAY LANE, MINERVA WAY, MOSES WAY, POTTERY DRIVE AND TERRA COTTA LANE AND 0.30 RESERVES, NAMELY BLOCKS 192 TO 199, BOTH INCLUSIVE, HAVE BEEN Laid OUT IN ACCORDANCE WITH OUR INSTRUCTIONS.  
 2. THE STREETS ARE HEREBY DEDICATED TO THE CORPORATION OF THE CITY OF BURLINGTON AS PUBLIC HIGHWAYS.  
 DATED THIS 25<sup>TH</sup> DAY OF AUGUST, 2010

**MULTINATIONAL FIVE INVESTMENTS LIMITED**  
 [Signature]  
 "HAVE THE AUTHORITY TO BIND THE CORPORATION"

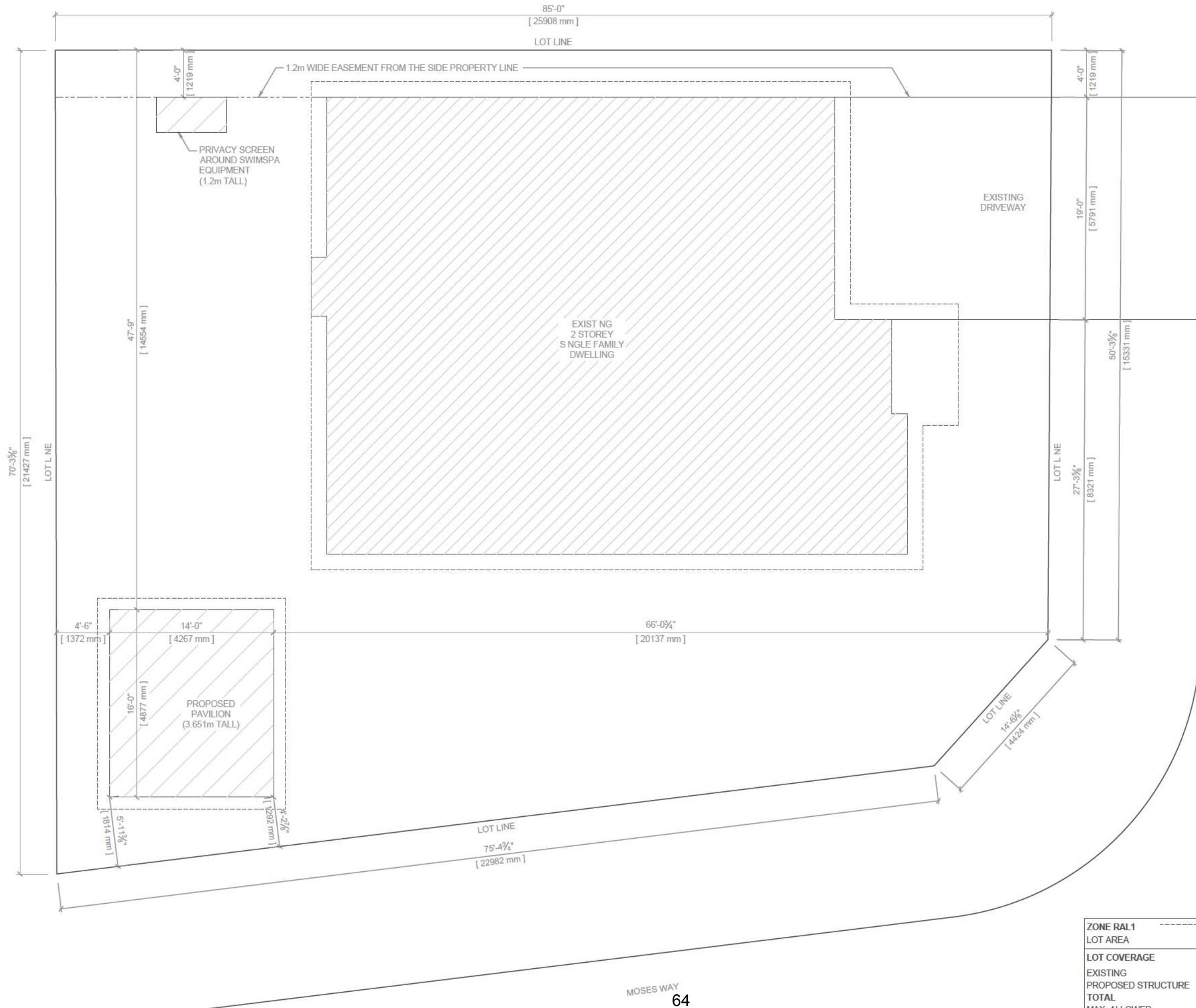
**NOTES**  
 BEARINGS HEREON ARE GRID BEARINGS AND ARE DERIVED FROM STATION 043991588 E 595 279.789 N 4 805 026.534 AND STATION 043991589 E 597 958.784 N 4 805 280.962 AND ARE REFERRED TO THE CENTRAL MERIDIAN BY WEST LONGITUDE, ZONE 17, NAD 83.  
 DISTANCES SHOWN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9996920  
 ■ DENOTES SURVEY MONUMENT FOUND  
 □ DENOTES SURVEY MONUMENT SET  
 SIB DENOTES STANDARD IRON BAR  
 SB DENOTES SHORT STANDARD IRON BAR  
 IB DENOTES IRON BAR  
 (WIT) DENOTES WITNESS  
 (JDR) DENOTES J. D. BARNES LIMITED  
 (MGS) DENOTES MINISTRY OF GOVERNMENT SERVICES  
 (DSD) DENOTES DAVID B. SEARLES OLS  
 (B70) DENOTES VLADIMIR KROMAR OLS  
 NT DENOTES NON TANGENTIAL

SURVEY MONUMENTS PLANTED ARE IRON BARS UNLESS OTHERWISE NOTED. DISTANCES SHOWN ON CURVED LIMITS ARE ARC MEASUREMENTS. SURVEY MONUMENTS FOUND ARE J.D. BARNES LIMITED UNLESS OTHERWISE NOTED.

**SURVEYOR'S CERTIFICATE**  
 I CERTIFY THAT:  
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.  
 2. THE SURVEY WAS COMPLETED ON THE 5<sup>TH</sup> DAY OF AUGUST, 2010.

CITY APPROVAL  
 APPROVED UNDER SECTION 51 OF THE PLANNING ACT, R.S.O. 1990, AS AMENDED, BY THE DIRECTOR OF PLANNING FOR THE CITY OF BURLINGTON  
 THIS 21<sup>ST</sup> DAY OF OCTOBER, 2010  
 [Signature]  
 DIRECTOR OF PLANNING - CITY OF BURLINGTON  
 (AUTHORITY GRANTED BY BY-LAW 82-2002, AS AMENDED)

**J.D. BARNES LIMITED**  
 MARKED BY INNOVATION. MEASURED BY REPUTATION. GIS  
 401 WHEELABRATOR WAY, SUITE A MILTON, ONTARIO L7T 3C1  
 T: (905) 875-9955 F: (905) 875-9956  
 DRAWN BY: T Watson CST CHECKED BY: REFERENCE NO.: 05-30-227-00-E  
 FILE: g:\2005\53022700\mp20-22700.dgn DATED: August 19, 2010 PLOTTED: 19 AUG 2010



REVISIONS:

#	DATE	REVISION
1	03-27-24	ROOF SLOPE
2	12-09-25	FOR PERMIT
3	12-23-25	FOR PERMIT

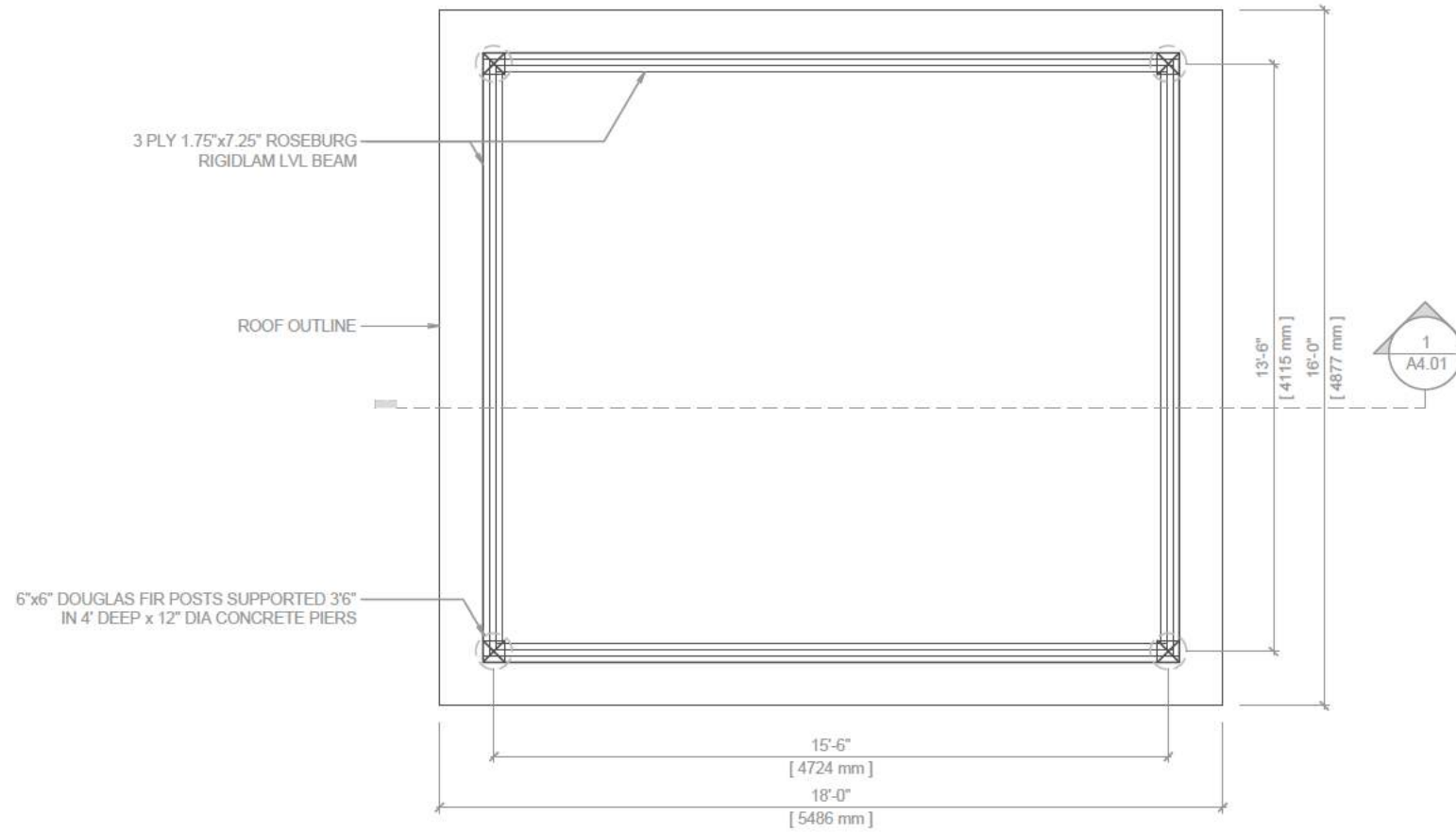
PROJECT ADDRESS:  
 4617 DOUG WRIGHT DRIVE  
 BURLINGTON, ON

DRAWING:  
**PAVILION  
 SITE PLAN**

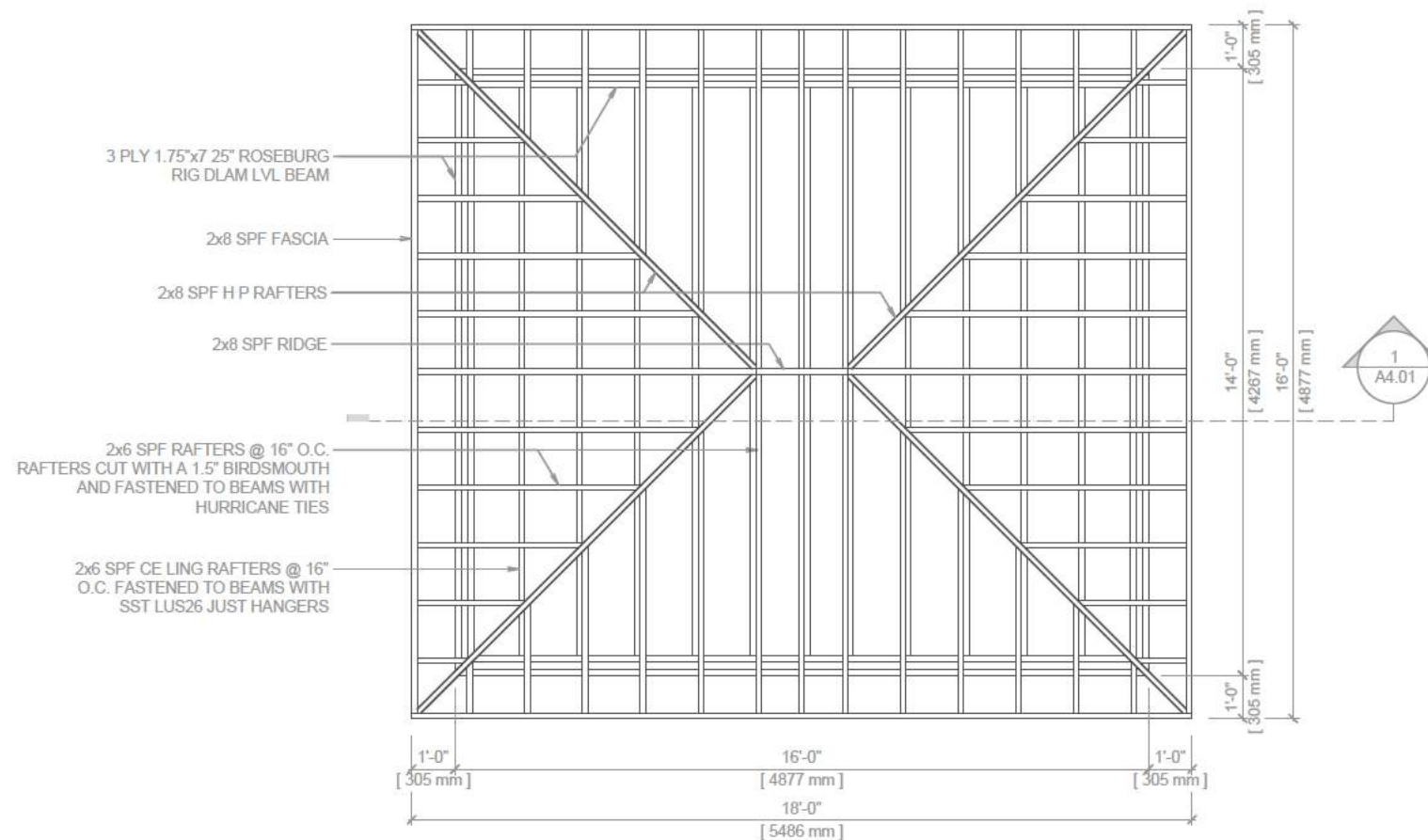
DATE: MAR-19-2024  
 REVISED: DEC-09-2025  
 PAPER SIZE: 11"x17"  
 SCALE: 1:100

**SP1.01**

ZONE RAL1		ROOF LINES	
LOT AREA		508.28 m <sup>2</sup>	
<b>LOT COVERAGE</b>			
EXISTING	168.09 m <sup>2</sup>	33.07 %	
PROPOSED STRUCTURE	20.81 m <sup>2</sup>	4.09 %	
<b>TOTAL</b>	<b>188.90 m<sup>2</sup></b>	<b>37.16 %</b>	
MAX. ALLOWED		50.00 %	



① FOUNDATION PLAN  
SCALE: 1/50



② FRAMING PLAN  
SCALE: 1/50

REVISIONS:

#	DATE	REVISION
1	03-27-24	ROOF SLOPE
2	12-09-25	FOR PERMIT
3	12-23-25	FOR PERMIT
4	01-09-26	FOR PERMIT

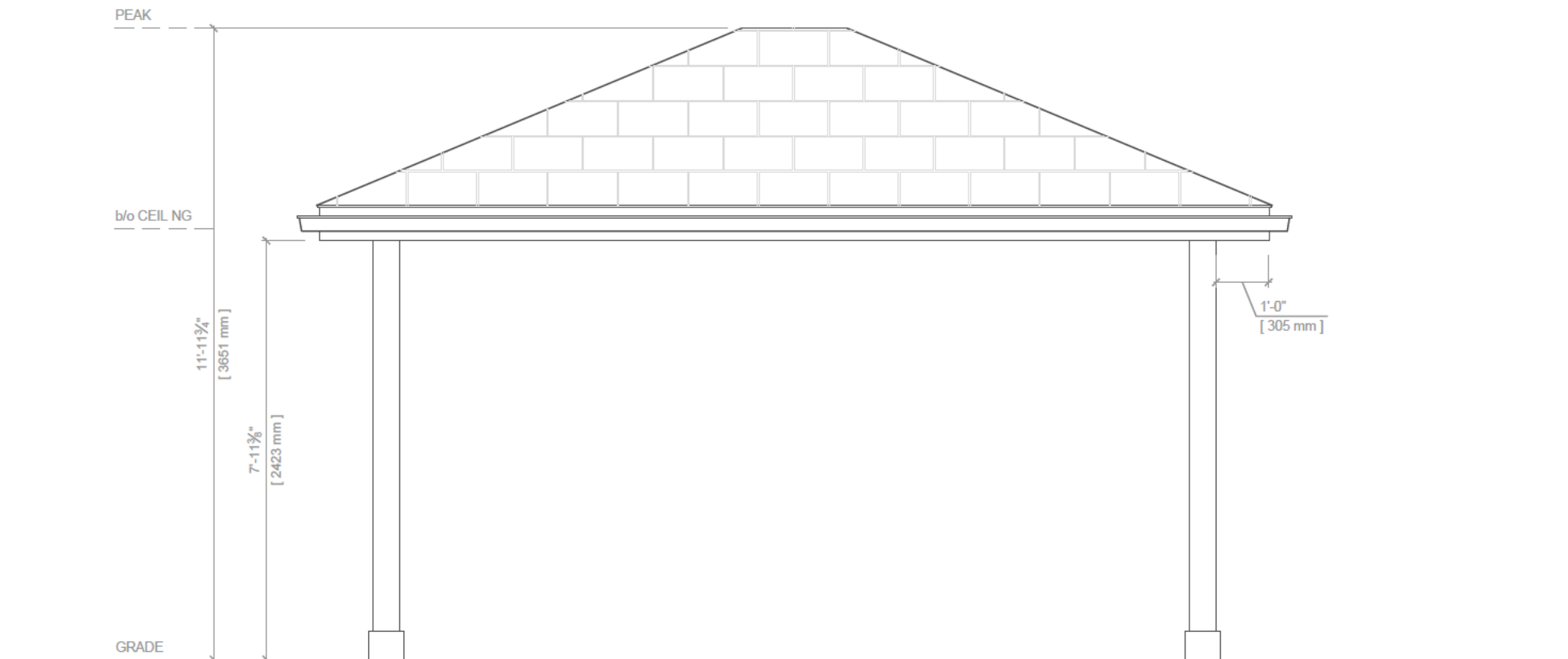


PROJECT ADDRESS:  
4617 DOUG WRIGHT DRIVE  
BURLINGTON, ON

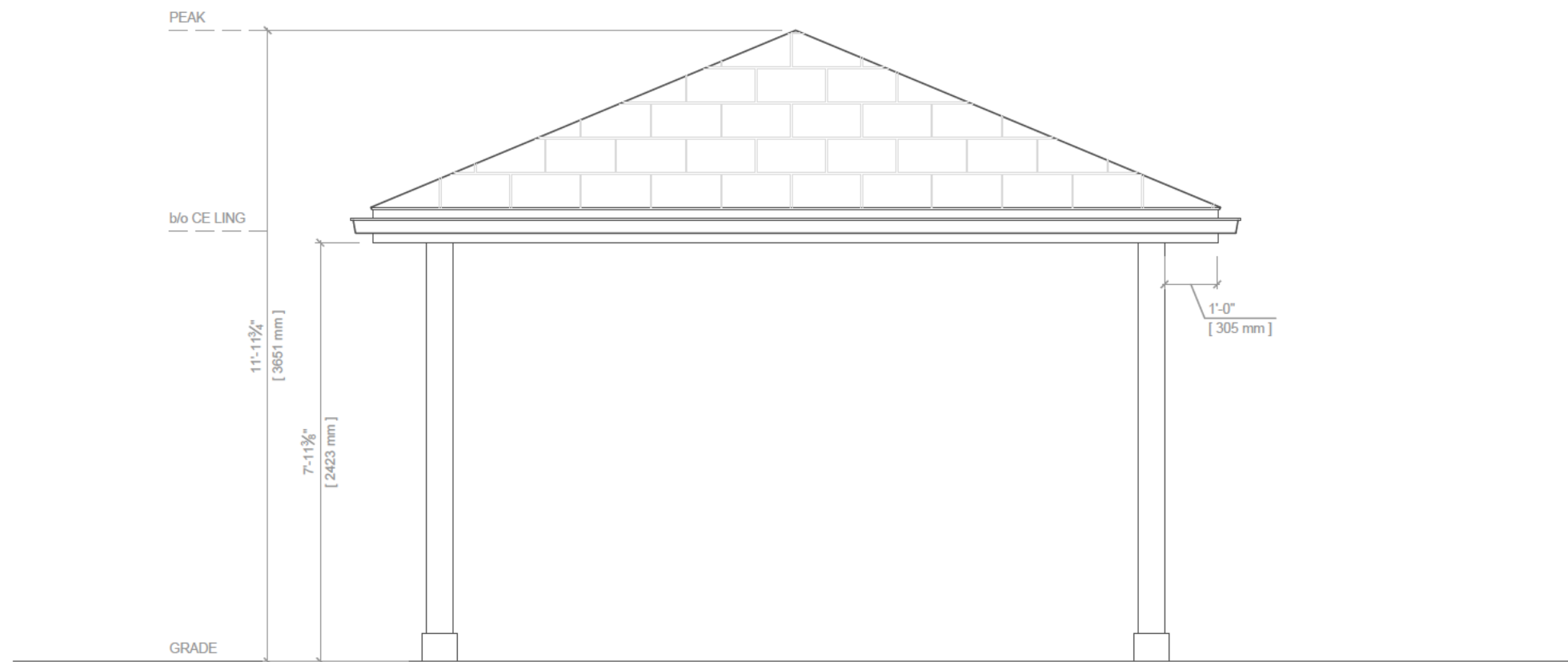
DRAWING:  
**PAVILION PLANS**

DATE: MAR-19-2024  
REVISED: JAN-09-2026  
PAPER SIZE: 11"x17"  
SCALE: 1:50

**A1.01**



① **FRONT/BACK ELEVATION**  
SCALE: 1/35



② **SIDE ELEVATION**  
SCALE: 1/35

REVISIONS:

#	DATE	REVISION
1	03-27-24	ROOF SLOPE
2	12-09-25	FOR PERMIT
3	12-23-25	FOR PERMIT
4	01-09-26	FOR PERMIT

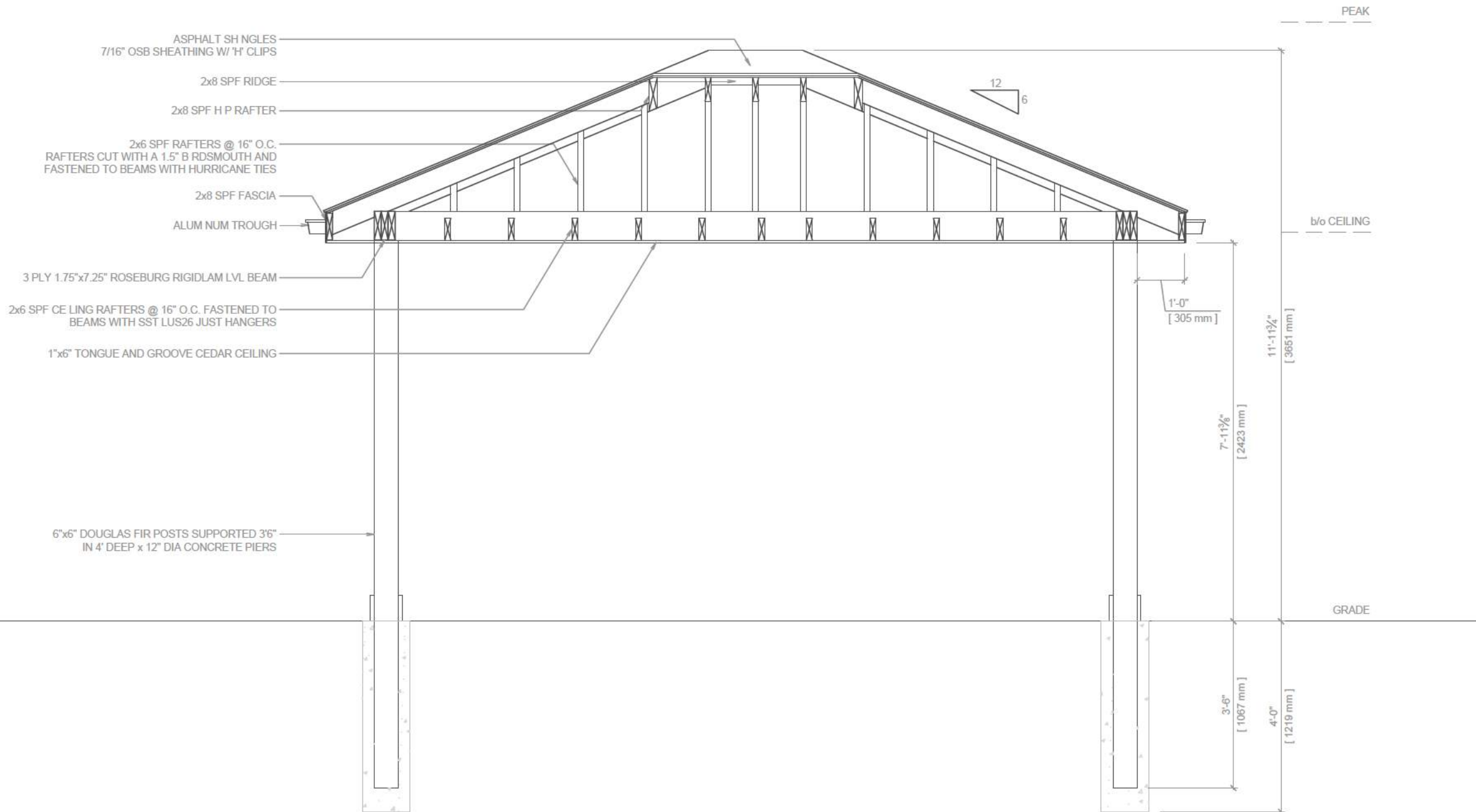


PROJECT ADDRESS:  
4617 DOUG WRIGHT DRIVE  
BURLINGTON, ON

DRAWING:  
**PAVILION  
ELEVATIONS**

DATE: MAR-19-2024  
REVISED: JAN-09-2026  
PAPER SIZE: 11"x17"  
SCALE: AS NOTED

**A2.01**



- ASPHALT SHINGLES
- 7/16" OSB SHEATHING W/ H CLIPS
- 2x8 SPF RIDGE
- 2x8 SPF H P RAFTER
- 2x6 SPF RAFTERS @ 16" O.C.  
RAFTERS CUT WITH A 1.5" B RDSMOUTH AND  
FASTENED TO BEAMS WITH HURRICANE TIES
- 2x8 SPF FASCIA
- ALUM NUM TROUGH

- 3 PLY 1.75"x7.25" ROSEBURG RIGIDLAM LVL BEAM
- 2x6 SPF CEILING RAFTERS @ 16" O.C. FASTENED TO  
BEAMS WITH SST LUS26 JUST HANGERS
- 1"x6" TONGUE AND GROOVE CEDAR CEILING

- 6"x6" DOUGLAS FIR POSTS SUPPORTED 3'6"  
IN 4' DEEP x 12" DIA CONCRETE PIERS

REVISIONS:

#	DATE	REVISION
1	03-27-24	ROOF SLOPE
2	12-09-25	FOR PERMIT
3	12-23-25	FOR PERMIT
4	01-09-26	FOR PERMIT

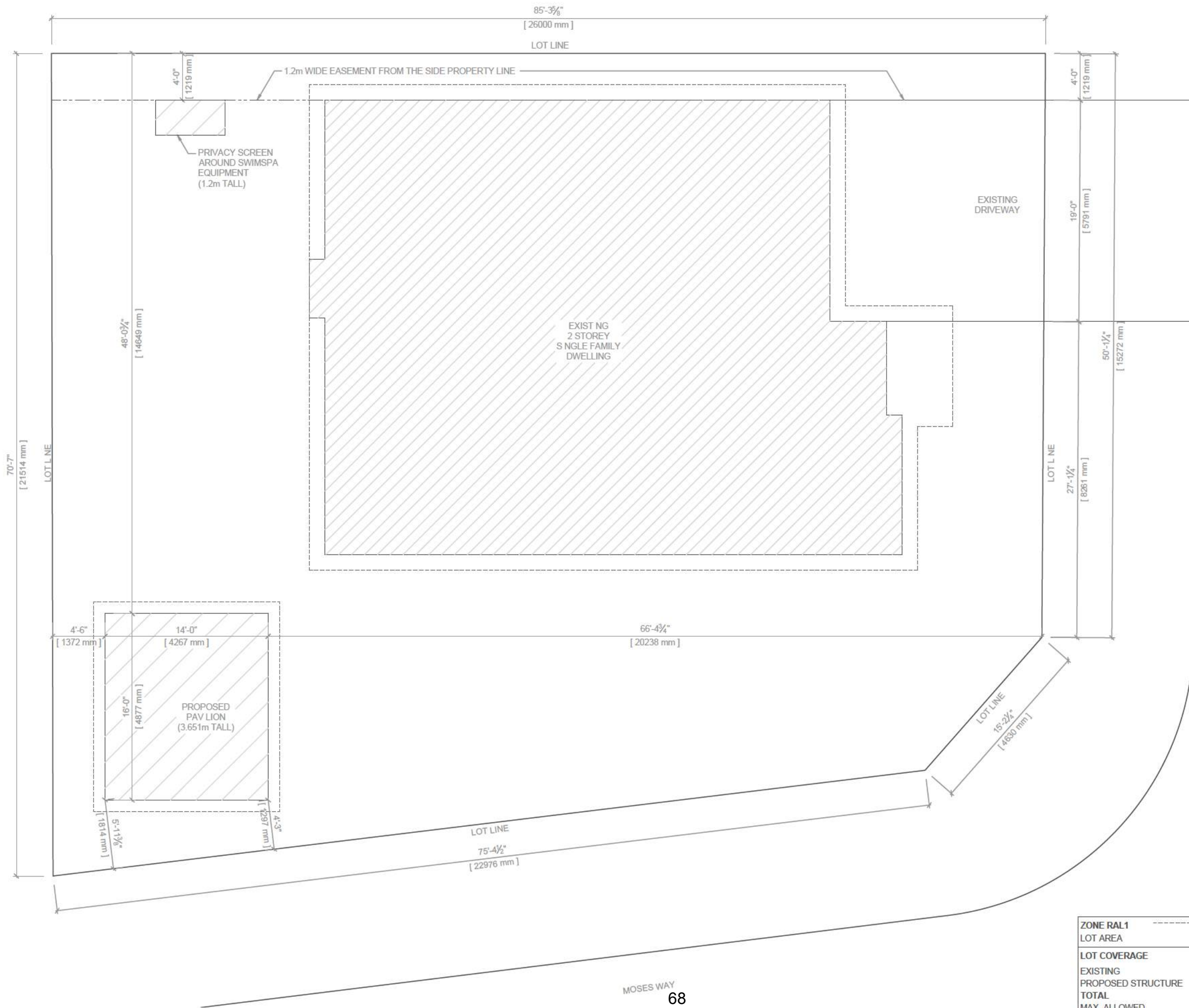


PROJECT ADDRESS:  
4617 DOUG WRIGHT DRIVE  
BURLINGTON, ON

DRAWING:  
**PAVILION SECTION**

DATE: MAR-19-2024  
 REVISED: JAN-09-2026  
 PAPER SIZE: 11"x17"  
 SCALE: 1:30

- GENERAL NOTES:
- ALL LUMBER SIZES ARE NOMINAL, EXCEPT FOR LVL BEAMS
  - ALL FRAMING LUMBER TO BE SPRUCE-PINE-FIR GRADE 1 OR BETTER
  - ALL LUMBER IN CONTACT WITH GROUND TO BE TREATED TO PREVENT AGAINST MOISTURE
  - ALL BEAMS TO BE EXTERIOR GRADE, OR WRAPPED WITH EXTERIOR CLADDINGS
  - BEAMS AND COLUMNS TO BE ADEQUATELY TIED TO PREVENT HORIZONTAL MOVEMENT
  - BEAMS TO HAVE MIN 3" DIRECT BEARING OR HANGERS SHALL BE USED
  - RAFTERS TO HAVE MIN 1-1/2" DIRECT BEARING OR HANGERS SHALL BE USED
  - ALL PIERS TO EXTEND 4" BELOW GRADE
  - ALL CONSTRUCTION SHALL CONFORM TO THE ONTARIO BUILDING CODE
  - CONNECTIONS AS PER CSA-086-01 (min)



REVISIONS:

#	DATE	REVISION
1	03-27-24	ROOF SLOPE
2	12-09-25	FOR PERMIT
3	12-23-25	FOR PERMIT
4	01-09-26	FOR PERMIT



PROJECT ADDRESS:  
4617 DOUG WRIGHT DRIVE  
BURLINGTON, ON

DRAWING:  
**PAVILION  
SITE PLAN**

DATE: MAR-19-2024  
REVISED: JAN-09-2026  
PAPER SIZE: 11"x17"  
SCALE: 1:100

**SP1.01**

ZONE RAL1		ROOF LINES	
LOT AREA		508.28 m <sup>2</sup>	
<b>LOT COVERAGE</b>			
EXISTING	168.09 m <sup>2</sup>	33.07 %	
PROPOSED STRUCTURE	20.81 m <sup>2</sup>	4.09 %	
<b>TOTAL</b>	<b>188.90 m<sup>2</sup></b>	<b>37.16 %</b>	
MAX. ALLOWED		50.00 %	



# **Tree Inventory and Preservation Report 1.0**

Prepared For:

**Oakridge Landscape Group**

Site Address:

**4617**

**Doug Wright Drive  
Burlington, ON**

Date:

**March 07, 2024**

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.

## **Summary**

The scope of this report assesses nine-teen (19) trees (referred to as the “Subject Trees”) that are or may potentially be affected by the proposed project at 4617 Dough Wright Burlington, ON (referred to as the “Subject Site”). Aberdeen Tree Services conducted a tree inventory and an assessment to evaluate the species, health, and impact on the Subject Trees due to the proposed construction project at the Subject Site.

All inventoried trees are numbered and noted within the attached Tree Inventory Table referred to as Appendix 1 and their locations are noted within the attached Tree Preservation Plan referred to as Appendix 2. Photographs of the Subject Trees are attached within Appendix 3. Reference material from the governing/regulating body, which in this case is the City of Burlington, is linked within Appendix 4. These references have been noted to help assist the applicant/owner of the proposed project during this process and when working with the governing/regulating body.

## **Assignment**

Aberdeen Tree Services was retained by Oakridge Landscape Group to assess the Subject Trees at or near the Subject Site and compile a Tree Inventory. In addition, a Tree Preservation Plan for this proposed project was created and will contain preservation fencing comments/methodology with locations noted to scale. The field work/report was completed by Owner Steve Burgess, whose qualifications are set out in Appendix 5.

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.

## Limitations of the Scope of work/Assignment

Aberdeen Tree Services was contracted to conduct an identification, health, and structure assessment of the inventoried trees as well as to provide a preservation report and plan. It is the project contractor's obligation to ensure that the recommendations provided in this report are carried out, as deemed appropriate by the City of Burlington governing staff.

Anyone reading this report should be familiar with trees and all their potential reactive physiological responses to the proposed project; otherwise, further discussion with the consulting arborist will be required to understand the impact on the Subject Trees.

The trees presented in this report were assessed using conventional arboricultural techniques. This includes a visual examination of all the above ground parts of the tree. In this visual examination arborists look for scars, defects, external indications of decay (i.e. Fungal fruiting bodies), evidence of attack by insects, discolored foliage, the conditions of any visible root structures, the degree and direction of lean (if applicable), the general condition of the tree and surrounding area and the nearness of property and people. Unless otherwise stated, the trees have not been cored, probed, climbed and there was no detailed inspection completed of the root crowns.

Trees are living organisms that are susceptible to changes in health and vitality at any time. They are not immune to the changes in site condition or seasonal variations in weather conditions. Trees will always pose some risk to surrounding property or persons. Only complete removal of all trees would eliminate all risk, and as such, the arborist cannot be liable for any damages caused in whole or in part by tree failure. Most trees have the potential for failure in extreme weather and that risk can only be eliminated if the tree is removed.

Sensible efforts have been made to ensure that the trees listed are healthy from a visual standpoint. Implementation of the report is the responsibility of the client and Aberdeen Tree Services does not hold any responsibility to ensure that the recommendations provided herein are followed.

## **Arboriculture Considerations**

Tree preservation is a pro-active measure that starts at the planning stage and continues throughout the project until completion. It is important to understand that tree root protection affects overall tree health and survivability and is essential to effective tree preservation.

The roots provide nutrients and water to the leaves and branches, while supporting the tree in windstorms and preventing injury. Once a tree is injured, it is never the same. An injured tree allocates a great deal of energy to try to repair itself, often at the expense of its vitality and sometimes leading it into a spiral decline.

### **Tree Preservation Fencing**

The installation of tree preservation fencing is detailed in the Tree Preservation Plan attached as Appendix 2. Each tree in the inventory requires a minimum separation distance for adequate protection, and these requirements are listed in Tree Inventory Table.

Preservation fencing must remain in good condition throughout the construction project until completion and must not be removed for any reason without prior consent from the City of Burlington's approved staff. There must not be any unauthorized access within or storage in the tree protection zone during the project. Design specifications are listed are attached with in Appendix 4.

### **Staging areas and Construction Access**

Staging areas are understood to be outside of all TPZ and at no time are materials, vehicles, traffic, or debris to be stacked, staged, or piled inside the tree preservation fencing. If these areas are required to complete the proposed project they must be listed and shown within the tree preservation plan. Approval of these areas must be approved by the City of Burlington's appropriate governing staff prior to commencement of construction of proposed project.

## Observations

On February 24, 2024, arborist Steven Burgess visited the Subject Site and compiled the tree inventory near the proposed construction project. Nineteen (19) Subject Trees near the Subject Site were noted and assessed.

The Subject Trees were assessed for health, structure, and potential effects from the proposed construction project. Also, during the assessment and inspection process, recommended preservation and retention methods were noted. In general, it was the opinion of the onsite consulting arborist that the Subject Trees appeared to have a healthy growth pattern and were developing at a normal rate for their appropriate species in an urban setting.

## Recommendations

Please refer to the Field Observations cell row in Appendix 1 -Tree Inventory Table for further details if any on said subjects.

All proposed project construction access will be through a removed fence panel off Moses Way as noted on design. Any potential construction material storage will be in the proposed material storage area noted within the TPP and at no time will TPP Zones be used for such activity.

Four (4) of the inventoried Subject Trees must be removed due to impact from the proposed project.

## Conclusion

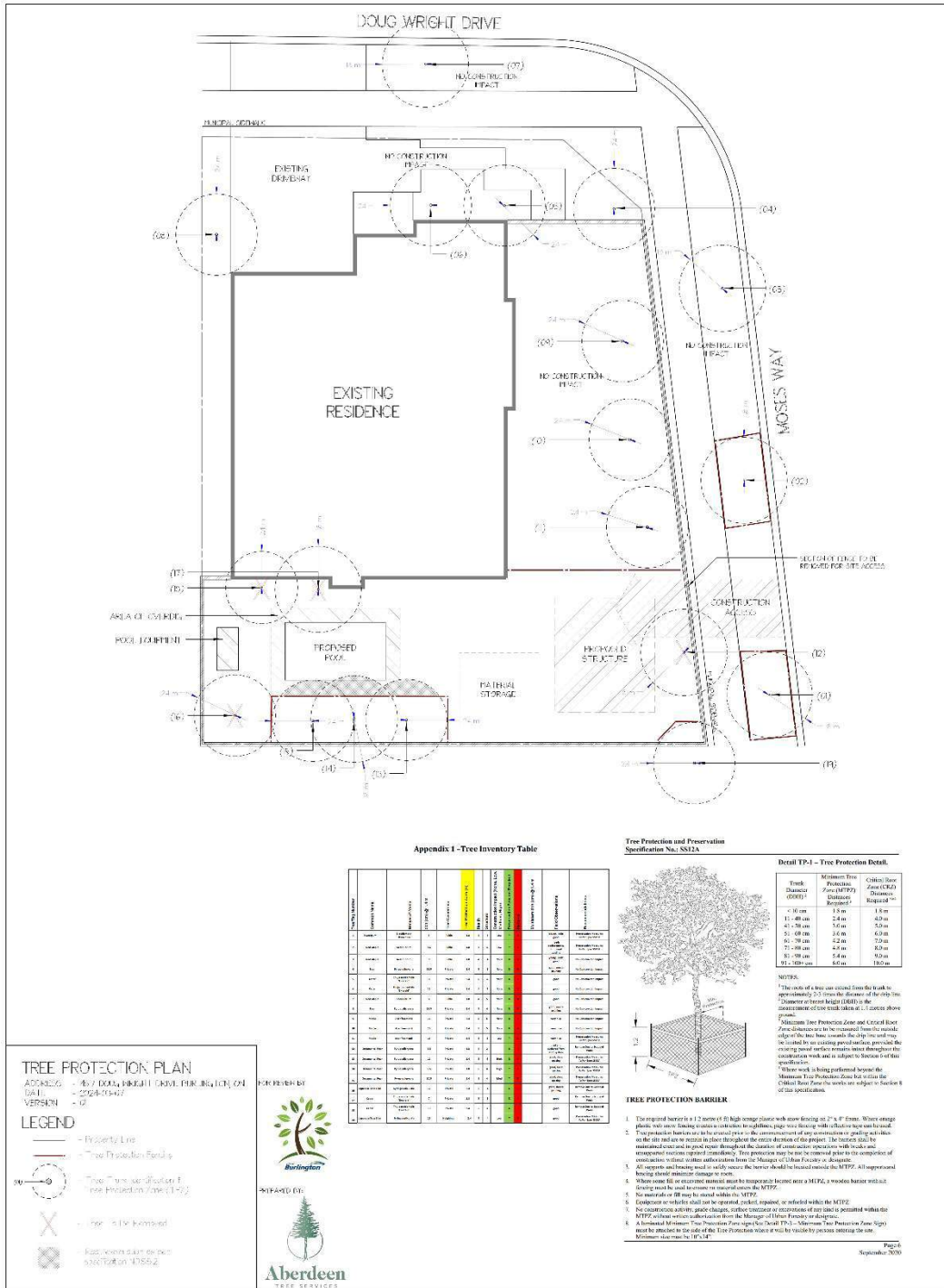
If the remaining inventoried Subject Trees on or near the Subject Site are properly cared for and monitored during construction, they will incur no injuries from this proposed project and should continue with an appropriate survival rate. Any alteration to the Tree Preservation Plan or this report recommendations must be approved prior to work commencing by the City of Burlington's Forestry Manager or approved delegate.

### Appendix 1 -Tree Inventory Table

Tree/Tag Number	Common Name	Botanical Name	dbh (cm) @ 1.4 m	Tree Ownership	Tree Protection Zone (m)	Health	Structure	Construction Impact (None, Low, Medium, High)	Preservation Fencing Required	Removal	Multistem dbh (cm) @ 1.4 m	Field Observations	Recommendations
1	Sweetgum	Liquidambar styraciflua	5	Public	1.8	5	5	Low	Y	N		Young, looks good	Preservation Measures As Per Spec 5512A
2	Red Maple	Acer rubrum	7.5	Public	1.8	1	3	Low	Y	N		needs replacement, imminent decline	Preservation Measures As Per Spec 5512A
3	Red Maple	Acer rubrum	9	Public	1.8	4	4	None	N	N		young, looks good	No Construction Impact
4	Pear	Pyrus calleryana	11.5	Private	2.4	5	3	None	N	N		good, needs pruning	No Construction Impact
5	Cedar	Thuja occidentalis 'Emerald'	11	Private	2.4	5	3	None	N	N		good	No Construction Impact
6	Cedar	Thuja occidentalis 'Emerald'	11	Private	2.4	5	3	None	N	N		good	No Construction Impact
7	Red Maple	Acer rubrum	6	Public	1.8	4	5	None	N	N		good	No Construction Impact
8	Pear	Pyrus calleryana	11.5	Private	2.4	5	4	None	N	N		good, needs pruning	No Construction Impact
9	Maple	Acer freemanii	16	Private	2.4	5	5	None	N	N		very nice	No Construction Impact
10	Maple	Acer freemanii	16	Private	2.4	5	5	None	N	N		very nice	No Construction Impact
11	Maple	Acer freemanii	16	Private	2.4	5	5	Low	Y	N		very nice	Preservation Measures As Per Spec 5512A
12	Ornamental Pear	Pyrus calleryana	8.5	Private	1.8	4	2		N	Y		died and suckered from root system	Remove Due to Scope of Work
13	Ornamental Pear	Pyrus calleryana	11	Private	2.4	5	4	High	N	N		good, close spacing	Preservation Measures As Per Spec 5512A
14	Ornamental Pear	Pyrus calleryana	9.5	Private	1.8	5	4	High	Y	N		good, close spacing	Preservation Measures As Per Spec 5512A
15	Ornamental Pear	Pyrus calleryana	10.5	Private	2.4	5	4	Med	Y	N		good, close spacing	Preservation Measures As Per Spec 5512A
16	Japanese Tree Lilac	Syringa reticulata	12	Private	2.4	5	4		N	Y		good, needs pruning	Remove Due to Scope of Work
17	Cedar	Thuja occidentalis 'Emerald'	7	Private	1.8	5	3		N	Y		good	Remove Due to Scope of Work
18	Cedar	Thuja occidentalis 'Emerald'	10	Private	2.4	5	3		N	Y		good	Remove Due to Scope of Work
19	Japanese Tree Lilac	Syringa reticulata	15	Neighbour	2.4	5	4	Low	Y	N		good	Preservation Measures As Per Spec 5512A

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.

# Appendix 2 - Tree Preservation Plan



### Appendix 3 – Photos



*Figure 1 - Tree #1,2 & 3*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 2 - Tree #4*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



Figure 3 - Tree #5 & 6

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 4 - Tree #7*

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*Figure 5 - Tree #8*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 6 - Tree #9, 10 & 11*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 7 - Tree #12*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 8 - Tree #13, 14 & 15*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 9 - Tree #16*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 10 - Tree #17 & 18*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



*Figure 11 - Tree #19*

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.

## Appendix 4 – References

- <https://www.burlington.ca/en/services-for-you/tree-protection-standards.asp>
- <https://www.burlington.ca/en/Modules/Bylaws/Bylaw/Details/90a453d0-638f-480e-9022-93869f9e22ab>  
<https://www.burlington.ca/en/services-for-you/private-tree-by-law.asp#>

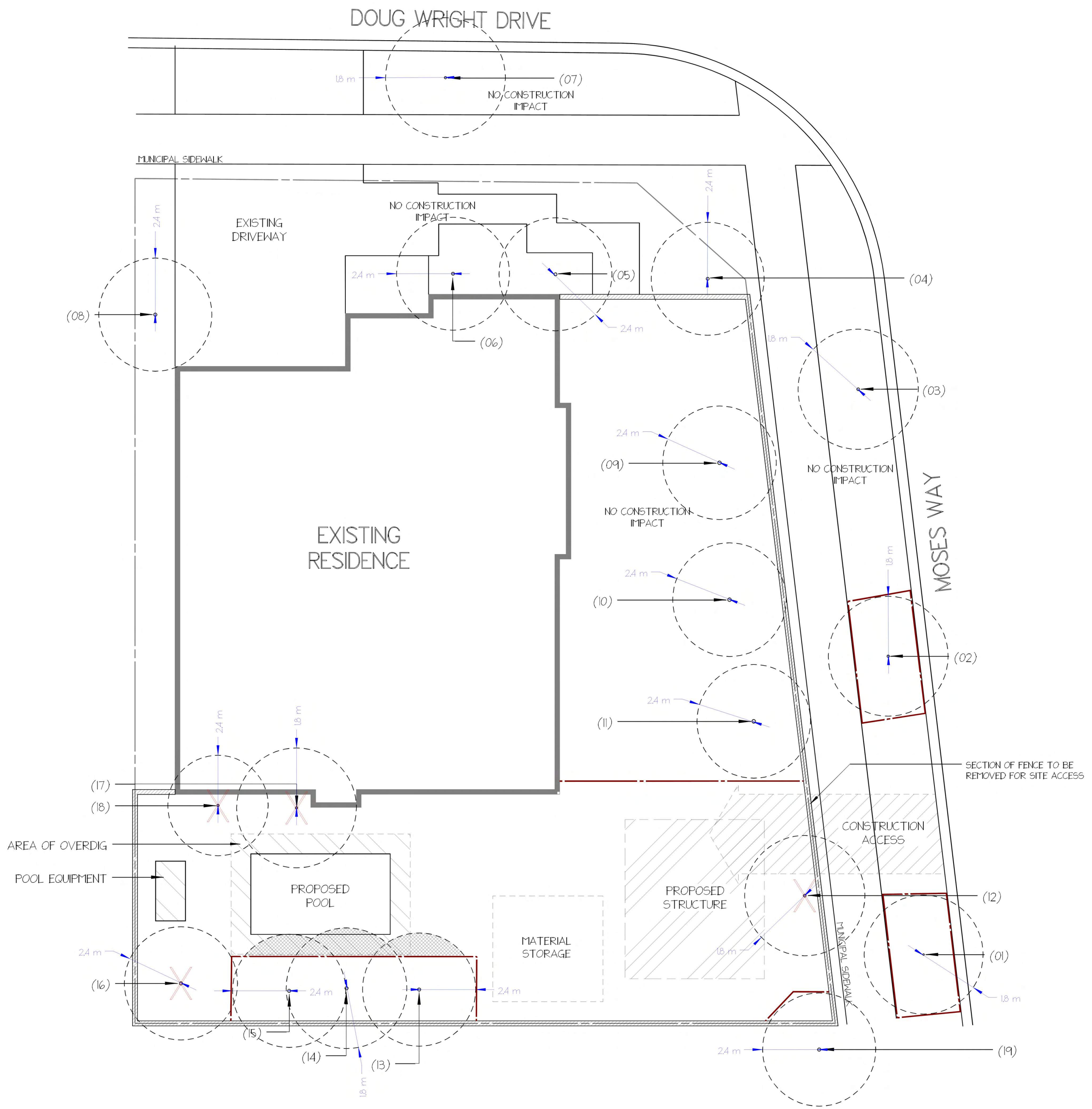
**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.

## Appendix 5 - Arborist Qualifications

### Steven Burgess

| [steven@aberdeentreeservices.ca](mailto:steven@aberdeentreeservices.ca) | (905) 979 8244

**Aberdeen Tree Services.** This document reflects the sole intellectual property of Aberdeen Tree Services and was created for the client for the purpose stated within and must not be altered or used otherwise without express written permission from Aberdeen Tree Services.



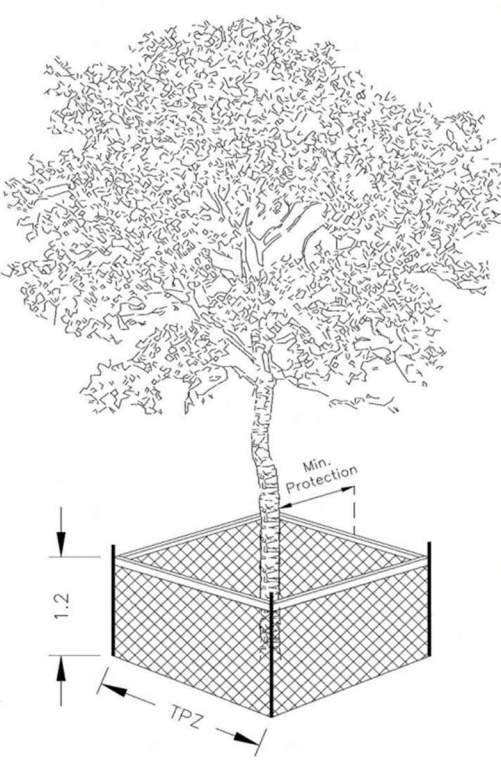
Appendix 1 - Tree Inventory Table

Tree/Flag Number	Common Name	Botanical Name	DBH (cm) @ 1.4 m	Tree Ownership	Tree Protection Zone (m)	Health	Structure	Construction Impact (None, Low, Moderate, High)	Preservation/Removal Required	Minimum dbh (cm) @ 1.4 m	Field Observations	Recommendations
1	Sycamore	<i>Liquidambar styraciflua</i>	5	Public	1.8	5	5	Low	Y	1.8	Young, looks good	Preservation Measures At Per Spec SS12A
2	Red Maple	<i>Acer rubrum</i>	7.5	Public	1.8	5	5	Low	Y	1.8	looks healthy, no immediate decline	Preservation Measures At Per Spec SS12A
3	Red Maple	<i>Acer rubrum</i>	9	Public	1.8	4	4	None	N	1.8	young, looks good	No Construction Impact
4	Pear	<i>Pyrus calleryana</i>	11.5	Private	2.4	5	5	None	N	2.4	good, needs pruning	No Construction Impact
5	Cedar	<i>Thuja occidentalis 'Seward'</i>	11	Private	2.4	5	5	None	N	2.4	good	No Construction Impact
6	Cedar	<i>Thuja occidentalis 'Seward'</i>	11	Private	2.4	5	5	None	N	2.4	good	No Construction Impact
7	Red Maple	<i>Acer rubrum</i>	6	Public	1.8	4	5	None	N	1.8	good	No Construction Impact
8	Pear	<i>Pyrus calleryana</i>	11.5	Private	2.4	5	4	None	N	2.4	good, needs pruning	No Construction Impact
9	Maple	<i>Acer freemanii</i>	16	Private	2.4	5	5	None	N	2.4	very nice	No Construction Impact
10	Maple	<i>Acer freemanii</i>	16	Private	2.4	5	5	None	N	2.4	very nice	No Construction Impact
11	Maple	<i>Acer freemanii</i>	16	Private	2.4	5	5	None	N	2.4	very nice	Preservation Measures At Per Spec SS12A
12	Ornamental Pear	<i>Pyrus calleryana</i>	8.5	Private	1.8	4	2	Low	Y	1.8	flag pole, cut back from 100% system	Remove Due to Slope of Work
13	Ornamental Pear	<i>Pyrus calleryana</i>	11	Private	2.4	5	4	High	Y	2.4	good, close opening	Preservation Measures At Per Spec SS12A
14	Ornamental Pear	<i>Pyrus calleryana</i>	8.5	Private	1.8	5	4	High	Y	1.8	good, close opening	Preservation Measures At Per Spec SS12A
15	Ornamental Pear	<i>Pyrus calleryana</i>	10.5	Private	2.4	5	4	Med	Y	2.4	good, close opening	Preservation Measures At Per Spec SS12A
16	Japanese Tree Lilac	<i>Syringa reticulata</i>	12	Private	2.4	5	4	Low	Y	2.4	good, needs pruning	Remove Due to Slope of Work
17	Cedar	<i>Thuja occidentalis 'Seward'</i>	7	Private	1.8	5	5	Low	Y	1.8	good	Remove Due to Slope of Work
18	Cedar	<i>Thuja occidentalis 'Seward'</i>	10	Private	2.4	5	5	Low	Y	2.4	good	Remove Due to Slope of Work
19	Japanese Tree Lilac	<i>Syringa reticulata</i>	15	Neighbour	2.4	5	4	Low	Y	2.4	good	Preservation Measures At Per Spec SS12A

Tree Protection and Preservation Specification No.: SS12A

Detail TP-1 - Tree Protection Detail

Trunk Diameter (DBH) <sup>2</sup>	Minimum Tree Protection Zone (MTPZ) Distances Required <sup>3</sup>	Critical Root Zone (CRZ) Distances Required <sup>3,4</sup>
< 10 cm	1.8 m	1.8 m
11 - 40 cm	2.4 m	4.0 m
41 - 50 cm	3.0 m	5.0 m
51 - 60 cm	3.6 m	6.0 m
61 - 70 cm	4.2 m	7.0 m
71 - 80 cm	4.8 m	8.0 m
81 - 90 cm	5.4 m	9.0 m
91 - 100+ cm	6.0 m	10.0 m



TREE PROTECTION BARRIER

- The required barrier is a 1.2 metre (4 ft) high orange plastic web snow fencing on 2" x 4" frame. Where orange plastic web snow fencing creates a restriction to sightlines, page wire fencing with reflective tape can be used.
- Tree protection barriers are to be erected prior to the commencement of any construction or grading activities on the site and are to remain in place throughout the entire duration of the project. The barriers shall be maintained erect and in good repair throughout the duration of construction operations with breaks and unsupported sections repaired immediately. Tree protection may not be removed prior to the completion of construction without written authorization from the Manager of Urban Forestry or designate.
- All supports and bracing used to safely secure the barrier should be located outside the MTPZ. All supports and bracing should minimize damage to roots.
- Where some fill or excavated material must be temporarily located near a MTPZ, a wooden barrier with silt fencing must be used to ensure no material enters the MTPZ.
- No materials or fill may be stored within the MTPZ.
- Equipment or vehicles shall not be operated, parked, repaired, or refueled within the MTPZ.
- No construction activity, grade changes, surface treatment or excavations of any kind is permitted within the MTPZ without written authorization from the Manager of Urban Forestry or designate.
- A laminated Minimum Tree Protection Zone sign (See Detail TP-3 - Minimum Tree Protection Zone Sign) must be attached to the side of the Tree Protection where it will be visible by persons entering the site. Minimum size must be 10"x14".

TREE PROTECTION PLAN

ADDRESS - 4617 DOUG WRIGHT DRIVE BURLINGTON, ON  
 DATE - 2024-03-07  
 VERSION - 01

LEGEND

- Property Line
- Tree Protection Fencing
- (01) - Tree Trunk Identification # Tree Protection Zone (TPZ)
- X - Tree To Be Removed
- Root exploration as per specification NO.5512

FOR REVIEW BY:

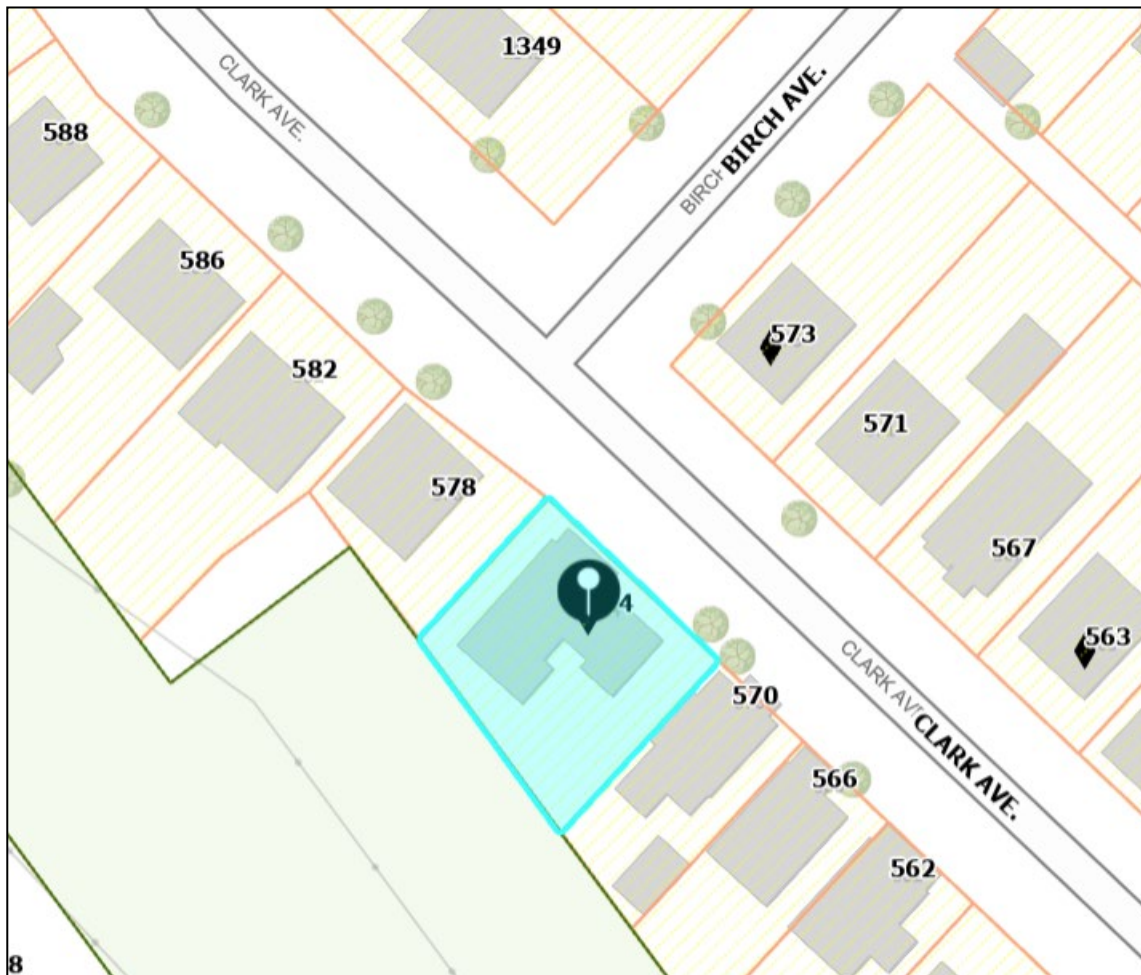


PREPARED BY:



**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

Owner(s): Dean Earle and Janice Simpson  
Address: 574 Clark Ave. Burlington  
File No. **A-091/25**  
Ward: 2



**Staff Comments:**

**Committee of Adjustment**

There are no previous land division or minor variance applications on record for this property.

Date: December 19, 2025

Prepared By: E. Shacklette

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

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## **Zoning**

The subject property is zoned DRL, Downtown Residential Low-Density Zone, under Zoning By-Law 2020, as amended, and is located in the designated area for lot coverage and floor area ratio. The DRL zone permits a detached dwelling subject to R3.2 zone regulations. The R3.2 zone requires, among other things, the following:

### **2.4 FENCING AND PRIVACY SCREENS**

2.4.1 Fences and walls are permitted in all zones subject to the following regulations:

(a) For all residential uses the following regulations apply:

(i) Maximum fence height: 2.0 m

(ii) **Within a front yard, maximum fence height shall be 1.2 m within 3 m of the street line** except that where a front yard adjoins the rear yard of a corner lot the maximum fence height along the common property boundary within 3 m of a street line shall be 2.0 m;

#### **2) Proposal:**

The applicant is proposing to legalize the construction of a fence built within 3 m of the front lot line.

#### **3) Variance required:**

1. To permit a fence height of 1.6 m instead of the maximum permitted 1.2 m for a proposed 5.2 m wide fence within 3 m of the front lot line.

#### **4) Notes and conditions:**

1. Zoning Clearance Certificate file 25-017545 is associated with this application and is required to be issued.
2. Variances have been identified based on the plans submitted for swimming pool permit review. If additional variances are identified when a Pool Permit application is made, they will be the responsibility of the applicant to obtain.
3. The zoning review is based on the portion of the site affected by the proposed development only.

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

4. The variances are being reviewed under Section 45(1) of the *Planning Act*.

Date: January 14, 2026

Prepared By: Chase Kelly

### Site Planning

<b>Site Characteristics</b>	
<b>Lot Frontage (m)</b>	21.34 m
<b>Lot Area (m<sup>2</sup>)</b>	411.9 m <sup>2</sup>
<b>Existing Land Uses</b> <i>(ex. buildings, structures, driveways, fences, etc...)</i>	Two storey detached-dwelling with attached garage accessed via driveway from Clark Avenue
<b>Site Grading</b> <i>(ex. Flat and level, significant grade differences)</i>	Mainly flat and level with upward sloping grade at rear
<b>Notable Site Features</b>	Utility Corridor and multi-use path known as the Maple Trail, immediately to the west
<b>Surrounding Land Uses</b> <i>(ex. Adjacent building relationships, natural features, notable adjacencies)</i>	Low-density residential with a mix of one and one-and-a-half storey detached dwellings
<b>Nearest Major Intersection</b>	Brant and Caroline Street
<b>Neighbourhood Boundaries*</b>  <small>*Based on OP, 1997 residential neighbourhood definition</small>	<u>St. Luke's Neighbourhood Precinct:</u> North: Baldwin St. East: Locust St. South: Lakeshore Rd. West: Clark Ave.

#### Neighbourhood Characteristics:

- Although Clark Avenue forms the westerly edge of the *St. Luke's Neighbourhood District*, it does not include any heritage properties or concentrations of heritage attributes (protected features)
- Homes along the street are most commonly single-storey with horizontal vinyl or aluminum cladding and gable end or hip roofs
- Lots are predominantly rectangular in shape with some variation in lot width, size and configuration abutting the Utility Corridor
- Front yards are typically shallow with homes positioned close to the street

A site visit was conducted on January 22<sup>nd</sup>, 2026 and existing on-site conditions are summarized in site photos included in Attachment No. 1 (Site Photos).

#### 1) City of Burlington Official Plan:

**Does the proposed minor variance from the zoning by-law maintain the general intent and purpose of the Official Plan?**

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

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**Yes**

Regional Official Plan (2022):

The proposal meets the general intent and purpose of the Regional Official Plan, 2022 (ROP, 2022) for the following reasons:

- Fencing is not specifically addressed by the ROP, but detached dwellings and accessory structures are permitted by the City's Zoning By-law, so the proposal is consistent with section 76 of the ROP, which indicates that the range of permitted uses and the creation of new lots within the Urban Area will be in accordance with Local Official Plans and Zoning By-laws.

Regional Staff have also reviewed this application and have no objections to the Minor Variance application.

Official Plan, 1997 & 2020

Parts of Burlington Official Plan, 2020 (BOP, 2020) are not in-force due to ongoing Ontario Land Tribunal Appeals, so applications are reviewed against a combination of in-force policies under BOP, 2020 and the older Burlington Official Plan 1997 (BOP, 1997).

The proposal meets the general intent and purpose of the BOP, 1997 for the following reasons:

- According to BOP 1997, Schedule "B" – Comprehensive Land Use Plan Urban Planning Area, the property is within the *Downtown Mixed-Use Centre*. Schedule "E" further identifies the lands to be within the *St. Luke's Neighbourhood Precinct*, which permits existing uses and detached dwellings to a maximum density of 25 units per net hectare and a maximum building height of 2 ½ storeys.
  - The proposed variance for fence height is consistent with the uses permitted for the property
  - The proposal preserves the "stable residential and heritage character of the neighbourhood" as required by Part III, objective 5.5.4(b). Although St. Luke's Neighbourhood is an area with special, historic character it is not considered to be a Heritage Conservation District under the *Ontario Heritage Act*. Heritage staff have indicated that the subject property is not designated nor listed on the Municipal Heritage Register, and have no objections to the variance.
- The Official Plan is non-prescriptive in terms of fence heights however, the Design Guidelines Policies under Subsection 6.5 a) state that the density, form, bulk height, setbacks, spacing and materials of development are to be compatible with the surrounding area.

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- 
- The existing front yard of the subject dwelling is 2.78 metres, whereas a minimum of 6 metres is required under the current zoning by-law. A covered front porch projects closer to the front lot line still. The properties directly abutting at 570, 566 and 562 Clark Avenue also have reduced front yard setbacks of approximately one metre, measured to the main wall. The existing vertical board fence, which has triggered the variance, has been constructed in line with these setbacks and the rhythm of the street.
  - Similar wood board fences are already present in the neighbourhood at 588, 573 and 554 Clark Avenue as well as 1349 Birch Avenue, a corner lot diagonally across the street.
  - Staff are of the opinion that the fence at the subject property is compatible with the character of the neighbourhood as it replicates a uniform pattern of setbacks and materials which already exist while defining private outdoor areas
- Whereas compatible is defined as “Development or re-development that is capable of co-existing in harmony with, and that will not have an undue physical (including form) or functional adverse impact on, existing or proposed development in the area or pose an unacceptable risk to environmental and/or human health”, which is evaluated in accordance with measurable/objective standards, the planner notes the following:
    - The subject property is not a corner lot and the 0.4 metre increase in fence height does not obstruct visibility for pedestrians or traffic and maintains the function of the existing driveway.
    - Staff in Transportation Planning have also reviewed the application and have no concerns, confirming that the fence height does not create safety or visibility issues
    - The existing trees in front of the subject fence not only serve as an important landscape feature but also buffer the views of the fence so that it does not have an overly imposing presence on the street. As such, Staff are of the opinion that the fence does not create any adverse aesthetic or visual impacts.

**2) City of Burlington Zoning By-law 2020:**

**Does the proposed minor variance from the zoning by-law maintain the general intent and purpose of the Zoning By-law?**

**Yes**

The general intent and purpose of the fence height provisions under Burlington Zoning Bylaw 2020 is to maintain a consistent streetscape, define the transition from private to public property and to preserve visibility and public safety. The proposed minor variance to permit a fence height of 1.6 metres instead of the maximum permitted 1.2 metres, within 3 metres of the front lot line, is consistent with this intent for the following reasons:

**COMMITTEE OF ADJUSTMENT  
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- 
- The additional height enables the fence to function effectively as a privacy screen around the largest area of landscaped open space on the property, which is in the side yard due to the property's its shallow rear yard, the L-shaped footprint of the house and the location of a deck.
  - The proposal is consistent with City By-law 74-2005 Subsection 5.1, every swimming pool located on lands used for single family residential purposes shall be enclosed with fencing, including a self-latching gate. Fencing of solid panels or vertical boards is permitted a height between 1.2 m and 2.0 m, or the standard maximum fence height.
  - The proposed fence height satisfies the requirements for a pool enclosure, provides adequate privacy and a functional, enclosed amenity area. It does not generate any obstructions to views nor create shadows for the neighbouring property.

**3) Desirability:**

**Is the proposed minor variance from the Zoning By-law desirable for the appropriate development or use of the land, building or structure?**

**Yes**

The proposed minor variance is desirable for the appropriate development and use of the building for the following reasons:

- The increase to fence height recognizes an existing condition, provides the residents with privacy, security and a functional, enclosed outdoor amenity area which is predominantly located in the side yard due to the unique configuration of the subject property.

**4) Minor in Nature:**

**Is the proposed minor variance from the Zoning By-law considered minor in nature?**

**Yes**

The proposed minor variance is minor in nature for the following reasons:

- The requested increase of 0.4 metres in fence height represents a minor departure from the requirements of the by-law and does not introduce safety, visibility or functionality conflicts
- The fence location does not protrude from the spatial rhythm or setbacks along the street ensuring compatibility with the surrounding neighbourhood

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- A consistent pattern of front yard landscaping is maintained and the fence is largely buffered by existing trees along the street.

**Cumulative Effects of Multiple Variances and Other Planning Matters:**

- n/a

**Recommendation:**

Staff have reviewed the proposed variance in accordance with the Planning Act, the policies of the Official Plan and the requirements of the Zoning By-law and have no objection.

Date: February 6, 2026

Prepared By: Magda Rusin-Hynek

**Report Schedules & Attachments:**

Attachment No. 1 (Site Photos)



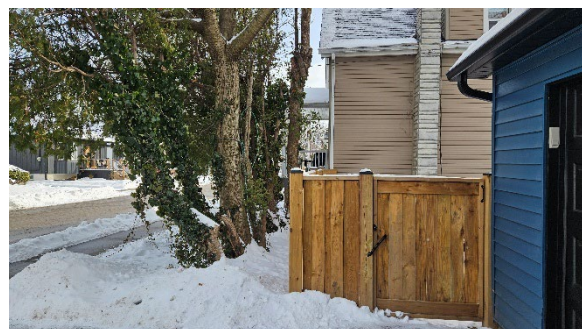
Front view of the subject property



Front view of the subject property

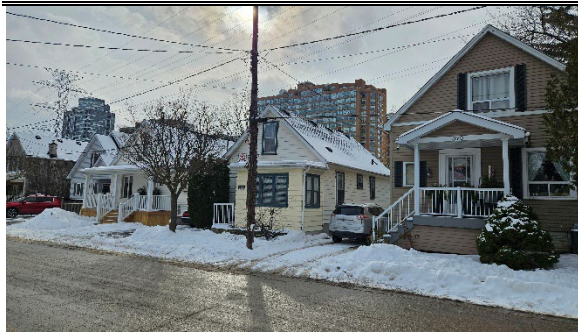


View of fence and trees along front lot line, with typical streetscape beyond



View of the fence including gate, with abutting property at 570 Clark Ave beyond

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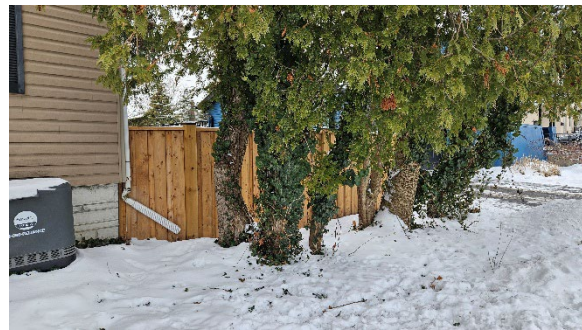
View of abutting properties at 570, 566 and 562 Clark Ave



Typical streetscape along Clark Ave



View along sidewalk in front of 570 Clark Ave looking toward fence and driveway of subject property



View of fence from sidewalk, abutting neighbouring property at 570 Clark Ave



View of fence from private amenity area, looking toward front lot line



View of rear lot line, looking towards utility corridor

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**



View of rear yard



View of existing dwelling, from rear

**Technical Reviewer Comments:**

**Development Engineering**

Development Engineering has reviewed the proposed minor variances and has no objection to the variance(s) requested. Revisions to the plans may be required through the Grading and Drainage Clearance Certificate process.

Date: January 27, 2026

Prepared By: R. Maximo

**Forestry**

Forestry has no objection to the proposed variance requested

Date: February 13, 2026

Prepared By: Meagan Krzywicki

**Building**

Building has reviewed the application and no objection to the proposed minor variance(s).

Date: February 4, 2026

Prepared By: Q. Tan

**Transportation Planning**

Deemed Road Width Analysis

Clark Avenue is under the authority of the City of Burlington and the deemed right-of-way width is 16 metres. The right of-way adjacent to the subject site is approximately 16 metres therefore no additional lands are required.

Date: December 22, 2025

Prepared By: Thalia Thompson

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

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Transportation Planning have reviewed the proposed minor variance application and have no comments because the application has no impact on parking, the driveway, or the adjacent street.

Date: January 16, 2026 Prepared By: Thalia Thompson

**Finance**

**Notice regarding Development Charges:**

The owner, its successors and assigns, are hereby notified that City Development Charges may be payable in accordance with the applicable By-law 72-2004, as may be amended, upon issuance of a building permit, at the rate in effect on the date issued. For further information, the owner is advised to contact the City Building Department (905) 335-7731.

**Tax**

All property taxes including penalty and interest must be paid. This includes all outstanding balances plus current year taxes that have been billed but are not yet due. Local improvements must be commuted.

Date: January 16, 2026 Prepared By: L. Bray

**Agency Comments:**

**Halton Region**

Regional Staff have reviewed the Minor Variance application proposing to legalize the construction of a fence built within 3 m of the front lot line. Variance are requested to the maximum permitted fence height.

- Due to Provincial legislation, as of July 1, 2024, the Halton Region's role in land use planning and development matters has changed. The Region is no longer responsible for the Regional Official Plan – as this has become the responsibility of Halton's four local municipalities. As a result of this change, a Memorandum of Understanding (MOU) between the Halton municipalities and Conservation Authorities has been signed that identifies the local municipality as the primary authority on matters of land use planning and development. The MOU also defines the continued scope of interests for the Region and the Conservation Authorities in these matters.
- Regional Staff have no objections to the Minor Variance application.

Date: February 5, 2026 Prepared By: Navjot Kaur

**COMMITTEE OF ADJUSTMENT  
MINOR VARIANCE  
STAFF REPORTS**

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**Burlington Hydro**

Burlington Hydro staff have reviewed this application and have no comments.

Date: January 30 2026

Prepared By: Harpreet Singh

## NOTICE OF PUBLIC HEARING

Dean Earle and Janice Simpson, the owners of 574 Clark Ave Burlington, have applied to the Committee of Adjustment for a Minor Variance to the requirements of Zoning By-law 2020, as amended. The property in question is **574 Clark Ave. Burlington** (see map).

The applicant is proposing to legalize the construction of a fence built within 3 m of the front lot line. This proposal results in the following variance:

1. To permit a fence height of 1.6 m instead of the maximum permitted 1.2 m for a proposed 5.2 m wide fence within 3 m of the front lot line.

You have received this notice as stipulated by the *Planning Act* because your property is within 60 metres of the property noted above. The application materials are available on request by contacting Committee of Adjustment staff by one of the methods listed above. A copy of the Agenda, containing staff reports and drawings, can be viewed online under the Meeting Agenda tab at **Burlington.ca** **on or after February 23, 2026.**

Committee of Adjustment Hearings will be hybrid-conducted in person and virtually. All members of the public, applicants and their agents will now have the option to participate in the public meeting process in person at City Hall in Council Chambers, or remotely via Zoom Webinar Video Conferencing Technology. The Committee of Adjustment will meet to consider the above application under Section 45 of the *Planning Act*, 1990, as amended on:

**WEDNESDAY MARCH 11, 2026,**  
This application is scheduled to be heard at or after 5:30 pm.

### **How to participate if I have comments or concerns?**

#### **Written Submissions**

Members of the public who would like to participate in a Committee of Adjustment meeting are able to send written comments regarding the application by e-mail to [committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca) with the subject line to read "Comments\_Your Name\_File No.\_Address of the Property".

Alternatively, written comments can be sent by regular mail addressed to the Secretary-Treasurer. Include your name, address, application number and address of the property for which you are providing comments.

To allow all Committee of Adjustment members the opportunity to review and consider your comments, please provide your written submissions to be received no later than noon the day before the hearing date.

### Oral Submissions

Members of the public are also able to provide oral comments regarding Committee of Adjustment Hearing items by participating virtually through Zoom via computer or phone, or by attending the Hearing in-person. Participation virtually requires pre-registration in advance. Please contact staff for instructions if you wish to make a presentation containing visual materials.

#### 1. Virtual Oral Submissions

To register as a delegate, please contact the Secretary-Treasurer no later than 12:00 p.m. (noon) the day before the hearing date. The following information is required to register; Committee of Adjustment file number, hearing date, name, and mailing address of each person wishing to speak, if participation will be by phone or video. All requests to delegate must contain a copy of your intended remarks which will be circulated to all members of Committee in advance.

#### 2. In person Oral Submissions

Interested members of the public, agents, and owners who wish to participate in person may attend Council Chambers on the date and time listed on the Notice of Public Hearing. Please note that you will be required to provide your name and address for the record. It is advised that you arrive no less than 10 minutes before the time of the Public Hearing as noted on the Notice of Public Hearing.

### Attend or View the Committee of Adjustment Hearing:

If you do not wish to participate, but would like to follow along, the hearing will be held in person at City Hall in Council Chambers and live through a Zoom Webinar. Instructions, links and phone numbers for joining the meeting will be posted on the Committee of Adjustment webpage the day prior to the scheduled meeting. The link will be active at **5:00 p.m.**

If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must submit a written request to the Secretary-Treasurer. This will also entitle you to be advised of a possible Ontario Land Tribunal Hearing. In accordance with the Planning Act, the Committee of Adjustment decision may be appealed to the Ontario Land Tribunal by the owner, the Minister of Municipal Affairs and Housing, a specified person or public body that has an interest in the matter.

The applicant is advised that it is **mandatory** that either the applicant or an authorized agent of the applicant must be present at the hearing either in person or virtual.

For more information about this matter, contact Catherine Susidko-Petriczko at [committeeofadjustment@burlington.ca](mailto:committeeofadjustment@burlington.ca)

Yours truly,

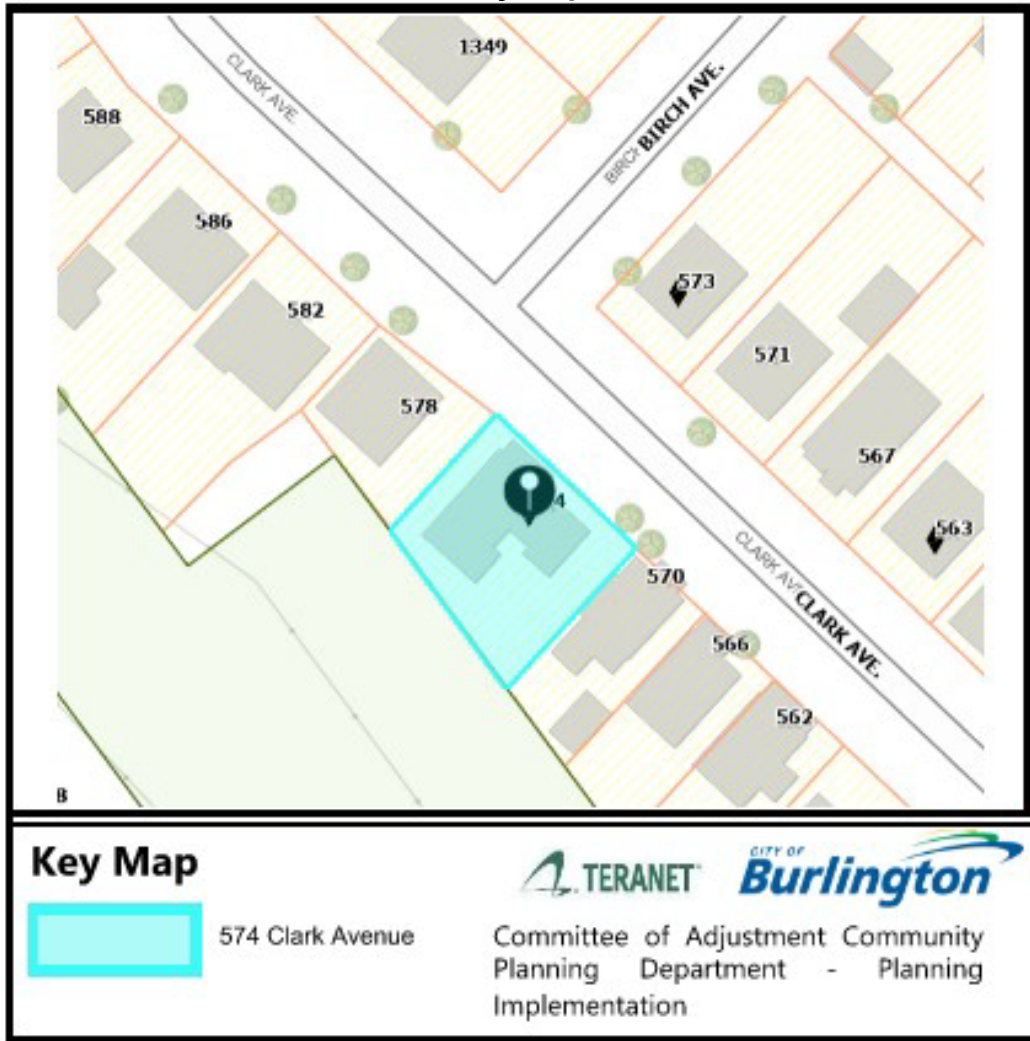


Catherine Susidko-Petriczko

Secretary-Treasurer  
Committee of Adjustment

Personal information including comments and public feedback, is collected under the legal authority of the Planning Act, R.S.O. 1990, Chapter c. P.13, as amended, and the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, as amended, which will be used to process the application and in the decision making process and becomes the property of the City of Burlington, and is considered to be a public record and will be disclosed to any individual (including being posted on the internet) upon request. Questions about this collection should be directed to the Secretary-Treasurer, Burlington Committee of Adjustment, Community Planning Department, 426 Brant Street, P.O. Box 5013, Burlington, Ontario; L7R 3Z6 (905) 335-7629.

**Key Map**



**PLANNING ACT, R.S.O. 1990, C.P. 13  
APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION**

*THE UNDERSIGNED HEREBY APPLIES TO THE COMMITTEE OF ADJUSTMENT FOR THE CITY OF BURLINGTON UNDER SECTION 45 OF THE PLANNING ACT, R.S.O. 1990, C.P.13, AS DESCRIBED IN THIS APPLICATION, FROM BY-LAW NO. 2020. (AS AMENDED)*

Application made under:

Section 45 (1) of the Planning Act

Section 45 (2) of the Planning Act

Discussed the application with a City Zoning Examiner and Development Planner Y  or N

Name of Planner: \_\_\_\_\_ Name of Zoning Examiner: \_\_\_\_\_

**PROPERTY INFORMATION**

Municipal Address(es) of property:

574 Clark Ave, Burlington ON, L7S 1N8

Legal Description of property: Lots 14 & 15 Registered Plan 117

Official Plan Designation: Low Density Residential Current Zoning Designation DRL

**OWNER(S) INFORMATION:**

Legal Name (as it appears on the title for the property):

Dean Earle & Janice Simpson

Mailing Address: 574 Clark Ave City: Burlington

Postal Code: L7S 1N8 Home Phone: \_\_\_\_\_ Mobile Phone: [REDACTED]

Work Phone: \_\_\_\_\_ E-Mail: [REDACTED]

**AGENT INFORMATION** (if applicable): (This person will be the primary point of contact if provided)

Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ City: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PROPOSED DEVELOPMENT** Please outline in detail your proposed development and list each variance you are requesting, as well as the Zoning By-law Requirements. Attach a separate sheet if required.

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Variance(s) Requested	Zoning Bylaw Requirement
Retain current fence at the height of 1.27m - 1.57m and the self-closing gate that is 1.52m.	The height of the fence/gate within 3 m of the front lot line, needs to be 1.2 meters tall as per the Zoning bylaw. If you do not wish to reduce the height of the fence, or relocate 3 m behind the front lot line, please follow the process for obtaining a Minor Variance.
The section of the fence that is within 3m of the lot line is roughly 19ft.	

**In your own words, please explain why you are unable to comply with the provisions of the Zoning By-law and how the minor variance(s) meet the four (4) tests under the Planning Act:**

1. Why is the variance(s) minor in nature? It does not create any adverse impact on neighbouring properties or the streetscape. There are trees in front that block the fence.

2. Why are the variance(s) desirable for the appropriate use of the land? The fence height remains compatible with the character of the area. The fence and gate provide necessary security, safety, and containment, which are reasonable and appropriate accessory uses for the property.

3. Do the variance(s) meet the intent and purpose of the Official Plan? The variance meets the intent and purpose of the official plan by maintaining compatibility with the surrounding neighbourhood, supporting safe and functional use of the property, and not creating any adverse impacts.

4. Do the variance(s) meet the intent and purpose of the Zoning By-law? It maintains the general character of the area while allowing a functional and practical use of the property. The fence height does

not create safety, visibility, or compatibility concerns, and the overall objective of the regulation is preserved

<b>PROPERTY DETAILS (please complete all fields):</b>				
Date property purchased:	Date property first built on:	Date of proposed construction:		
April/10/2025 <small>mmm/dd/yyyy</small>	1910 ish <small>mmm/dd/yyyy</small>	March 2026 <small>mmm/dd/yyyy</small>		
<b>Existing Use of the Subject Property</b> (check one):		Length of time the existing uses of the subject property have continued:		
Detached Dwelling <input checked="" type="checkbox"/> Semi-Detached Dwelling <input type="checkbox"/> Townhouse Dwelling <input type="checkbox"/> Street Townhouse Dwelling <input type="checkbox"/> Stacked Townhouse Dwelling <input type="checkbox"/> Apartment <input type="checkbox"/> Mixed Use <input type="checkbox"/> Hi Rise <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Vacant <input type="checkbox"/> Other <input type="checkbox"/> _____		<b>Proposed Use of the Land:</b> Remains residential and unchanged.		
<b>Existing Uses of Abutting Properties</b> (check all that apply) Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Multi-Residential <input type="checkbox"/> Vacant <input type="checkbox"/> Hydro right-of-way <input type="checkbox"/> Railway right-of-way <input type="checkbox"/> Provincial Highway <input type="checkbox"/> Park <input type="checkbox"/> Other <input type="checkbox"/> _____ Conservation Halton Lands: Lake Ontario <input type="checkbox"/> Creek <input type="checkbox"/> Storm Water Management Pond/Channel <input type="checkbox"/> Ravine <input type="checkbox"/>				
<b>Additional Information</b>				
Is liquor sold on site? Y <input type="checkbox"/> or N <input checked="" type="checkbox"/>				
Is the property on the Municipal Cultural Heritage Register for the City of Burlington? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Unknown <input type="checkbox"/>				
<b>Type of Access to the Subject Lands</b>				
Provincial Highway <input type="checkbox"/>	Municipal Road <input checked="" type="checkbox"/>	Private Road <input type="checkbox"/>	Water <input type="checkbox"/>	Other(specify) <input type="checkbox"/>
<b>Municipal Services Provided</b>				
Water <input checked="" type="checkbox"/>	If not available, by what means is it provided: _____			
Sanitary Sewers <input checked="" type="checkbox"/>	If not available, by what means is it provided: _____			
Storm Sewers <input checked="" type="checkbox"/>	If not available, by what means is it provided: _____			
<b>IS THE SUBJECT LAND(S) THE SUBJECT OF ANY OF THE FOLLOWING DEVELOPMENT APPLICATIONS:</b>				
<input type="checkbox"/> Official Plan Amendment <input type="checkbox"/> Zoning By-law Amendment <input type="checkbox"/> Building Permit <input type="checkbox"/> Site Development Plan <input type="checkbox"/> Plan of Subdivision <input type="checkbox"/> Previous Minor Variance <input type="checkbox"/> Consent				

**FOR RESIDENTIAL DETACHED OR SEMI-DETACHED DWELLINGS**

Dimensions of Property			Street Width (see first page of application for how to obtain)			Lot Coverage	Corner Lot? Y <input type="checkbox"/> N <input type="checkbox"/>
Frontage	Depth	Area	Actual	Deemed	Required		

**Particulars of all buildings and structures on or proposed for the subject lands**

(attach additional page if required)

EXISTING (Dwelling/Building)		PROPOSED (Dwelling/Building/Addition)	
Ground Floor Area (incl. attached garage)	158 M <sup>2</sup>	Ground Floor Area (incl. attached garage)	M <sup>2</sup>
Gross Floor Area:	158 M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Number of Storeys:	2	Number of Storeys:	
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>Garage/Car Port</b>		<b>Garage/Car Port</b>	
Detached?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Detached?	Y <input type="checkbox"/> N <input type="checkbox"/>
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>Accessory Structures (Shed, Gazebo, etc)</b>		<b>Accessory Structures</b>	
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>Other (pool, additional sheds, decks, driveways, etc.)</b>		<b>Other</b>	
Gross Floor Area:	M <sup>2</sup>	Gross Floor Area:	M <sup>2</sup>
Width:	M	Width:	M
Length:	M	Length:	M
Height:	M	Height:	M
<b>LOCATION of all existing and proposed buildings and structures</b>			
<b>EXISTING</b>		<b>PROPOSED</b>	
Front:	M	Front:	M
Rear:	M	Rear:	M
Side/Street Side:	M	Side/Street Side:	M
Side/Other Side:	M	Side/Other Side:	M

**POSTING OF ADVISORY SIGN**

This will confirm the requirement of the Committee of Adjustment for a sign to be posted by all applicants or agents on each property under application.

A sign will be made available to you after completion of the zoning review of your application(s) and you are directed to post each sign in a prominent location that will enable the public to observe the sign.

The location of each sign will depend on the lot and location of structures on it, however, the sign should be placed so as to be legible from the roadway in order that the public can see the sign and make note of the telephone number should they wish to make inquiries. In most cases, please post the sign on a stake as you would a real estate sign. For commercial or industrial buildings it may be appropriate to post the sign on the front wall of the building at its entrance. Please contact the undersigned if you have any queries on the sign location.

**DO NOT POST THE SIGN INSIDE THE BUILDING BY A WINDOW. The sign must be outdoors by the roadway in order to be visible and readable.**

Each sign must remain posted beginning 10 days prior to the hearing, until the day following the hearing. Please fill in the form below indicating your agreement to post the sign(s) as required. This form must be submitted with the application so that it may be placed on file as evidence that you have met the committee's requirements. Failure to post the sign as required will result in deferral of the application.

**I UNDERSTAND THAT EACH SIGN MUST BE POSTED AT LEAST 10 DAYS BEFORE THE HEARING, AND WILL REMAIN POSTED AND BE REPLACED, IF NECESSARY, UNTIL THE DAY FOLLOWING THE HEARING.**

Owner Name

Dean Earle

Property Address

574 Clark Ave, Burlington ON, L7S 1N8

*Dean Earle*

Signature of Owner/Applicant

December/18/2025

Date (mmm/dd/yyyy)

**AFFIDAVIT**

\*Please fill out at time of submission of application

I have the authority to bind the Corporation (check if applicable)  Signature of Applicant or Authorized

Agent: Dean Earle

I, Dean Earle of the County of Halton in the City  
(print name) (Region/City/County) (City/Town/Township)

of Burlington solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

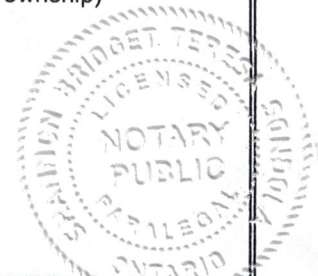
Declared before me at the County of Halton in the City of Burlington  
(Region/City/County) (City/Town/Township)

this 18<sup>th</sup> day of December 20 25.

**Shannon Bridget Teresa Sondola**  
Licensed Paralegal & Notary Public  
in and for the Province of Ontario.  
My commission is of unlimited duration.  
No legal advice given. LSO #P13370

[Signature]  
Signature of Commissioner, etc.

Dean Earle  
Signature of Applicant or Authorized Agent



**PERMISSION TO ENTER**

**\*IMPORTANT\*** This MUST be completed for all applications and signed by the OWNER.

Municipal Address of Subject Lands: 574 Clark Ave, Burlington ON, L7S 1N8

I hereby authorize the Committee of Adjustment members, City of Burlington and Region of Halton staff to enter onto the above-noted property for the limited purposes of evaluating the merits of this application.

Dean Earle  
Signature of Owner

Dean Earle  
Print Name

<b>Minor Variance Application Checklist</b> Please add a check mark beside the items you have provided with your application. Illegible drawings or those missing required details will be returned to applicant.	<b>Select (✓)</b>
<b>LEGAL SURVEY (must be prepared and signed and dated by an Ontario Land Surveyor)</b>  * For new development, a Proposed Building Plan stamped by an Ontario Land Surveyor or Professional Engineer may be required.	
OR	
<b>DETAILED SITE PLAN (must be prepared and stamped by Professional Engineer, Ontario Land Surveyor or Professional Architect). A legal survey may still be required at the discretion of staff.</b>	
AND	
<b>PLAN and ELEVATION DRAWINGS which include the following as applicable:</b> (Missing details or illegible drawings will be sent back to the applicant for correction)	
<b>SITE PLAN</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Metric Scale</li> <li><input checked="" type="checkbox"/> North Arrow</li> <li><input checked="" type="checkbox"/> Frontage</li> <li><input checked="" type="checkbox"/> Depth</li> <li><input checked="" type="checkbox"/> Lot Area</li> <li><input checked="" type="checkbox"/> Lot Coverage</li> <li><input checked="" type="checkbox"/> Deemed Street Line</li> <li><input checked="" type="checkbox"/> Existing Front Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Rear Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Side Yard Setbacks</li> <li><input checked="" type="checkbox"/> Existing Street Side Yard Setbacks</li> <li><input type="checkbox"/> Existing Porch, Stairs and Overhang Setbacks</li> <li><input type="checkbox"/> Proposed Front Yard Setbacks</li> <li><input type="checkbox"/> Proposed Rear Yard Setbacks</li> <li><input type="checkbox"/> Proposed Side Yard Setbacks</li> <li><input type="checkbox"/> Proposed Street Side Yard Setbacks</li> <li><input type="checkbox"/> Proposed Porch, Stairs and Overhang Setbacks</li> <li><input type="checkbox"/> Streets (Public and Private)</li> <li><input type="checkbox"/> Street Names</li> <li><input type="checkbox"/> Parking (Dimensioned spaces, Driveway Width, Arrangement)</li> <li><input type="checkbox"/> Railways (Location of them and setbacks to structures)</li> <li><input type="checkbox"/> All Watercourses and/or Conservation Halton Areas(creeks, lakes, etc)</li> </ul>	

**Minor Variance Application Checklist**

Please add a check mark beside the items you have provided with your application.  
Illegible drawings or those missing required details will be returned to applicant.

**LOCATION AND MEASUREMENTS OF SHED, DECK OR OTHER STRUCTURES**

- Setbacks
- Height
- Area
- Length
- Width

**ELEVATIONS**

- Metric
- Front
- Rear
- Side 1
- Side 2

**FLOOR PLANS**

- Metric
- North Arrow
- Gross Floor Area Calculation
- Ground Floor Area Calculation
- Floor Area Ratio (where applicable)

I have reviewed the minor variance checklist and ensure all the applicable information is shown on the drawings submitted as part of this application.

*Dean Earle*

Signature of Owner/Agent

12/18/2025

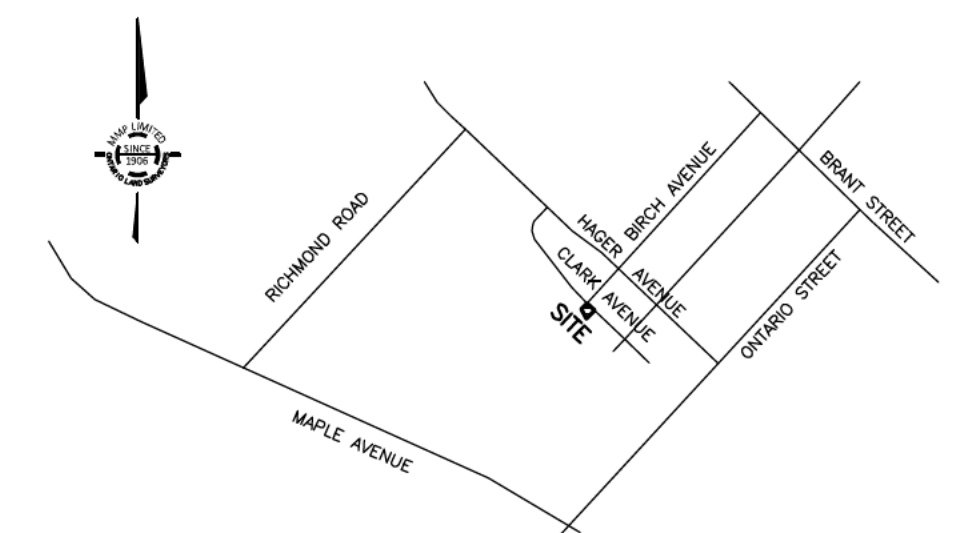
Date (mmm/dd/yyyy)

CITY OF BURLINGTON ZONING BY-LAW 2020  
ZONING REGULATION - DRL (R3.2)  
DESIGNATED AREA FOR LOT COVERAGE

ZONE	REQUIRED	PROVIDED
LOT WIDTH (@ 9.1m)	15.0 m (min)	21.34 m
LOT AREA	425 sq.m. (min)	411.9 sq.m.
FRONT YARD	6.0 m (min)	2.78 m
REAR YARD	9.0 m (min)	2.74 m
SIDE YARD	1.2 m (min) (NORTHWEST) 1.2 m (min) (SOUTHEAST)	2.98 m 5.36 m
BUILDING AREA	119.6 sq.m.	(EXISTING STRUCTURES)
LOT COVERAGE	30% (max)	29.0%
BUILDING HEIGHT	8.5 m (max)	EXISTING
FLOOR AREA RATIO	0.45:1 (max)	0.49:1
DWELLING DEPTH	18.00 (max)	12.28 m
DEEMED STREET WIDTH	16.0 m	16.46 m
HARDSCAPE AREA		171.5 sq.m.
HARDSCAPE COVERAGE		41.5%

PROPOSED SPA

574 CLARK AVENUE  
SITE & GRADING PLAN FOR BUILDING PERMIT



KEYPLAN

NOT TO SCALE

GEOGRAPHIC LOCATION NOTE

LOTS 14 & 15  
REGISTERED PLAN 117

IN THE

CITY OF BURLINGTON  
REGIONAL MUNICIPALITY OF HALTON

SCALE 1 : 200

MacKAY, MacKAY & PETERS LIMITED - ONTARIO LAND SURVEYORS

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BENCHMARK NOTE

CITY OF BURLINGTON BENCHMARK No. 368

ELEVATION = 89.578 METRES (CGVD 1928:1978 ADJUSTMENT)

BRASS PLAQUE ON THE NORTHEAST WING WALL OF THE CONCRETE HEAD WALL OF A CULVERT ON THE NORTH SIDE OF BLAIRHOLM AVENUE, 50 METRES WEST OF COURTLAND AVENUE AND 150 METRES OF BRANT STREET

LEGEND

DS DENOTES DOOR SILL	MH DENOTES MANHOLE
GFE DENOTES GARAGE FLOOR ELEVATION	UP DENOTES UTILITY POLE
GM DENOTES GAS METER	CB DENOTES CATCH BASIN
AC DENOTES AIR CONDITIONER	WV DENOTES WATER VALVE
R DENOTES RISER	TRW DENOTES TIMBER RETAINING WALL
D DENOTES DOWNSPOUT	--- DENOTES SILT FENCE
--- DENOTES DIRECTION OF DRAINAGE	--- DENOTES TREE PROTECTION ZONE
xxx.xx DENOTES EXISTING ELEVATIONS	
(xxx.xx) DENOTES PROPOSED ELEVATIONS	
PIN DENOTES PROPERTY IDENTIFICATION NUMBER	
○ DENOTES DECIDUOUS TREE SCALED TO TRUNK, TRUNK SIZE SHOWN IN METRES	
● DENOTES CONIFEROUS TREE SCALED TO TRUNK, TRUNK SIZE SHOWN IN METRES	

NOTES

- PROPOSED TIES SHOWN HEREON ARE TO FOUNDATION ONLY
- SPA DIMENSIONS WERE TAKEN FROM SPECIFICATIONS SUPPLIED BY THE CLIENT
- ELEVATIONS ARE GEODETIC AND ARE REFERRED TO THE BENCHMARK NOTED ABOVE
- LOT GRADING SHALL MATCH WITH THE EXISTING DRAINAGE PATTERNS
- BUILDER TO VERIFY ALL EXISTING GRADES PRIOR TO CONSTRUCTION INCLUDING ROAD AND LOT LINE GRADES
- DOWNSPOUTS TO DRAIN TO PERMEABLE SURFACE VIA SPLASH PADS
- ALL UNDERGROUND SERVICES MUST BE LOCATED BY CONTRACTOR PRIOR TO ANY CONSTRUCTION
- CONTRACTOR MUST CHECK AND VERIFY ALL DIMENSIONS AND JOB CONDITIONS BEFORE PROCEEDING WITH WORK
- BOUNDARY DIMENSIONS SHOWN HEREON ARE DERIVED FROM THE LAND REGISTRY OFFICE RECORDS AND SURVEY RECORDS OF MMP LIMITED AND WERE VERIFIED IN FIELD ON AUGUST 21, 2025
- PROPOSED SPA IS POSITIONED BY CALCULATION, NOT BY AN ACTUAL SURVEY
- THIS PROPOSED PLAN IS PRELIMINARY UNTIL THE APPROPRIATE BUILDING DEPARTMENT'S SIGNED APPROVAL HAS BEEN OBTAINED
- ANY AMENDMENT OR ALTERATION OF THIS PLAN MUST BE REPORTED TO MMP LIMITED PRIOR TO LAYOUT OF BUILDING IN THE FIELD
- UTILITIES AND SERVICES SHOWN ON THIS SKETCH ARE APPROXIMATE AND MUST BE VERIFIED BEFORE CONSTRUCTION
- ALL UTILITIES TO BE COORDINATED ON SITE DURING CONSTRUCTION. THE INSTALLATION OF UTILITIES SHALL NOT DISRUPT TREE PROTECTION ZONES. THE BUILDER SHALL COORDINATE INSTALLATION WITH INDIVIDUAL UTILITY PROVIDERS ACCORDINGLY
- NO NEW SERVICE CONNECTIONS ARE PROPOSED
- FOR DETAILED TREE PROTECTION PLAN, CONSTRUCTION ACCESS & MATERIAL STORAGE REFER TO ARBORIST REPORT BY URBAN LEAF DATED SEPTEMBER 10, 2025
- THE EXISTING FENCE HEIGHTS WERE PROVIDED BY THE CLIENT AND HAVE NOT BEEN VERIFIED IN THE FIELD. FENCES THAT ARE LESS THAN 1.22M IN HEIGHT SHOULD BE EXTENDED OR REPLACED.

CAUTION

- THIS IS NOT ORIGINAL COPY UNLESS EMBOSSED
- THIS PRODUCT SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN TITLE BLOCK
- THIS PRODUCT IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR TRANSACTION OR MORTGAGE PURPOSES

CERTIFICATION NOTE

BOUNDARY DIMENSIONS SHOWN HEREON ARE DERIVED FROM LAND REGISTRY OFFICE RECORDS AND SURVEY RECORDS OF MMP LIMITED  
WE HAVE REVIEWED THE PLANS FOR CONSTRUCTION OF A SPA LOCATED AT 574 CLARK AVENUE AND CERTIFY THAT THE GRADING SHOWN HEREON IS COMPATIBLE WITH THE ADJACENT PROPERTIES AND EXISTING MUNICIPAL SERVICES  
PROPOSED SPA SETBACKS AS SHOWN  
PROPOSED LOT COVERAGE AS SHOWN  
PROPOSED BUILDING SITE STATISTICS AS SHOWN

NOVEMBER 4, 2025

DATE

ASAR BHERI, OLS, P.Eng.  
FOR: MACKAY, MACKAY & PETERS LIMITED

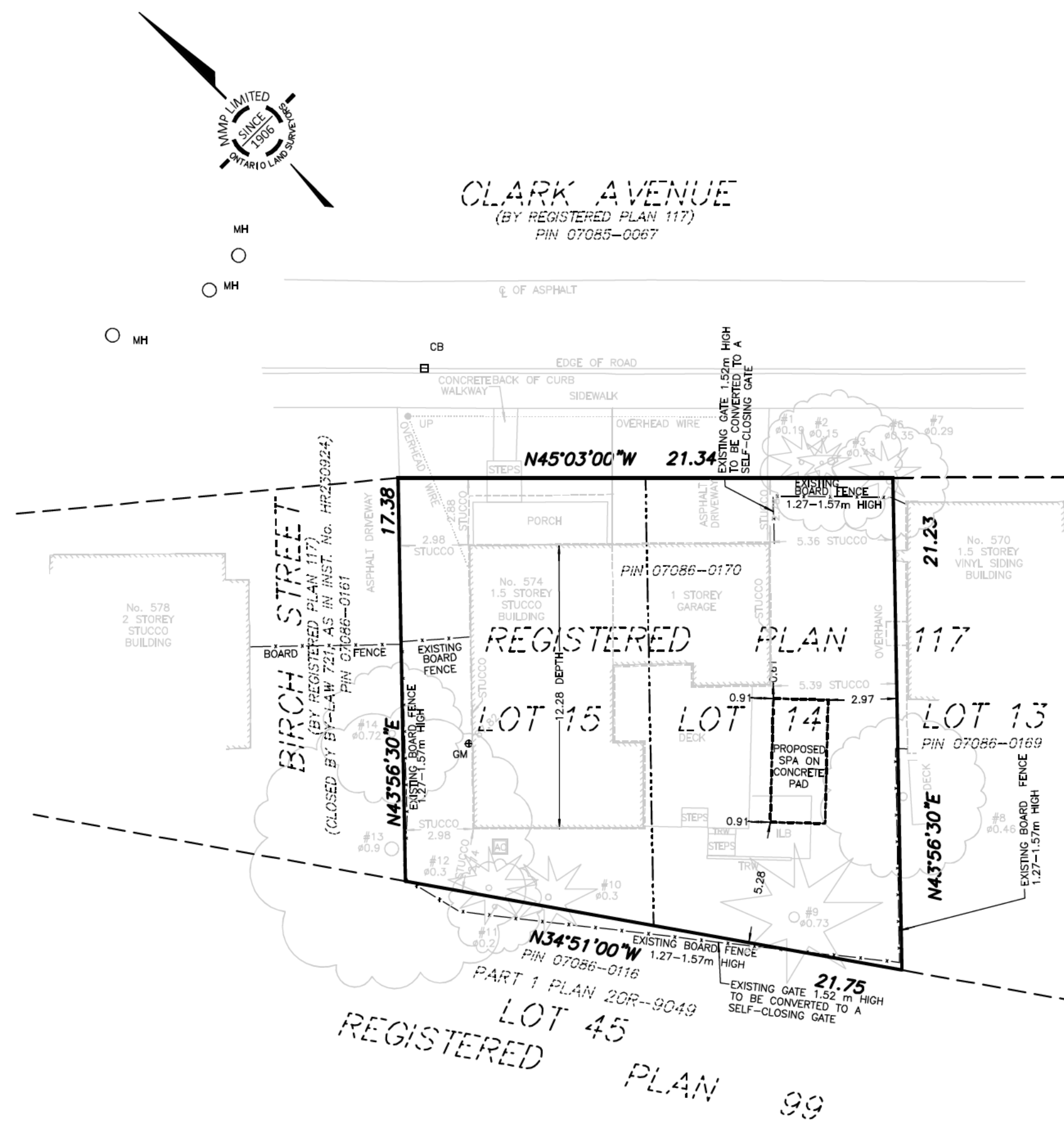
No.	DATE	REVISIONS
4	OCTOBER 28, 2025	REVISED AS PER CITY COMMENTS
3	OCTOBER 10, 2025	GATES ADDED TO PLAN
2	SEPTEMBER 11, 2025	SITE PLAN COMPLETED
1	AUGUST 21, 2025	FIELD WORK COMPLETED



**MMP**  
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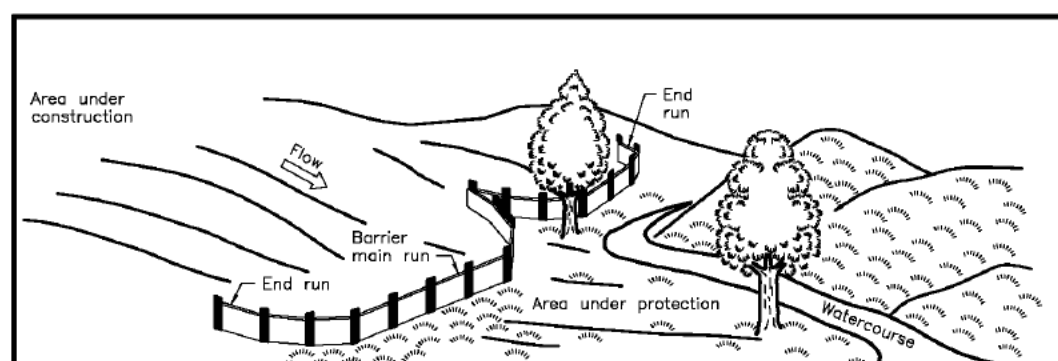
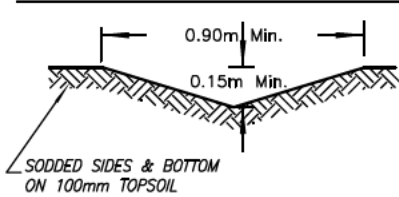
DRAWN BY:	CHECKED BY:	PROJECT No.	DWG. No.
A.S.		25-186-SPF	1



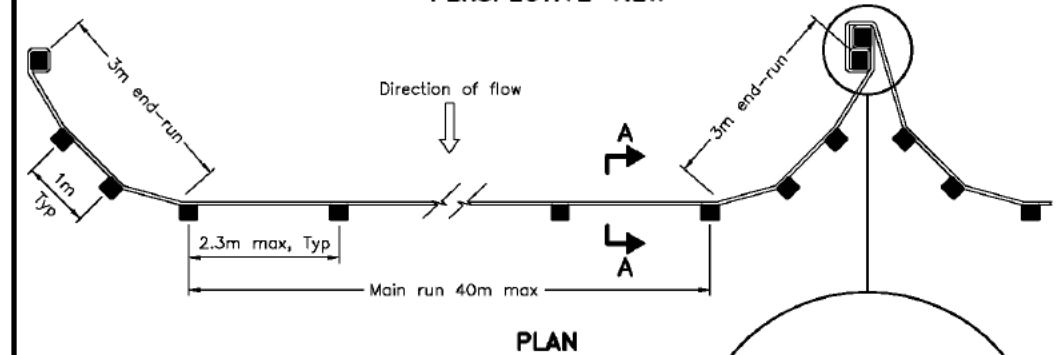
SITE PLAN

SCALE 1:200

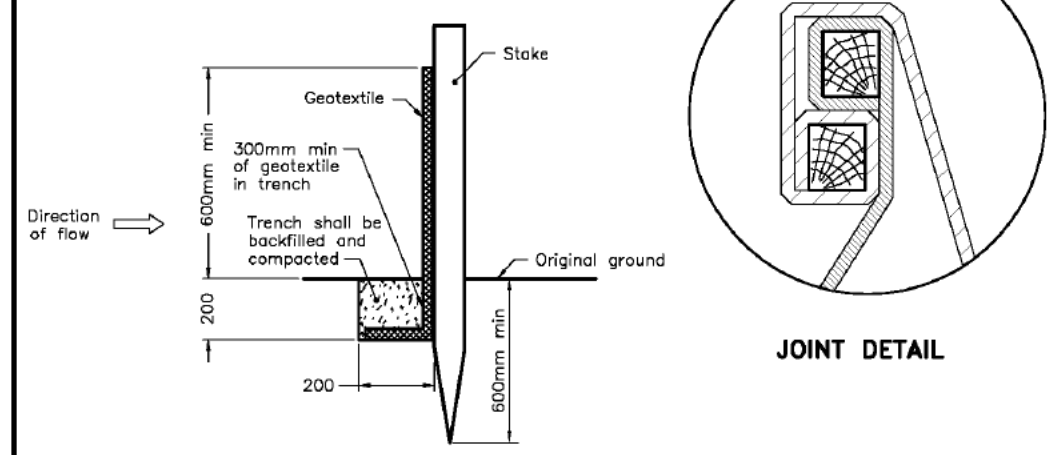
TYPICAL SWALE CROSS-SECTION



PERSPECTIVE VIEW



PLAN



SECTION A-A

NOTE:  
A All dimensions are in millimetres unless otherwise shown.

ONTARIO PROVINCIAL STANDARD DRAWING

Nov 2015 Rev 2



LIGHT-DUTY  
SILT FENCE BARRIER

OPSD 219.110

GRADING PLAN

SCALE 1:200

