



Committee of Adjustment

Agenda

Date: November 4, 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

7. Consent Items

Applications placed on the Consent Agenda are of a routine nature, require no discussion and/or debate, have staff support, have received no objections as a result of the public notice or delegation requests, and are accepted by Committee members as meeting the four tests of the Planning Act. All other applications are placed on the Regular Agenda

7.1 3962 Thomas Alton Blvd._A-031-2026

1 - 33

Proposal:

The applicant is proposing the construction of a basement walkout stairway located in the rear yard of the existing semi-detached dwelling. The walkout stairway is eligible for an encroachment allowance of 1.6 m into the required rear yard.

Variance required:

1. To permit a rear yard of 4.0 m instead of the minimum required 5.4 m (7.0 m – 1.6 m encroachment allowance) for a proposed basement walkout stairway.

8. Regular Items

8.1 3016 Wodward Ave_A-035-2026

34 - 75

Proposal:

The applicant is proposing the construction of a rear yard addition, second storey addition, and two Additional Residential Units to the existing one storey detached dwelling with an attached garage.

Variances required:

1. To permit a rear yard of 3.8 m instead of the minimum required 9 m for a detached dwelling.
2. To permit a roof overhang encroachment of 5.6 m into the required rear yard instead of the maximum permitted 1 m.
3. To permit the combined width of all hard surfaces to be 13 m instead of the maximum permitted 10 m.

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

The map displays a residential neighborhood with a grid of streets. The primary street shown is Thomas Alton Blvd., which runs diagonally from the top-left towards the bottom-right. A secondary street, Leonardo St., runs diagonally from the bottom-left towards the top-right, intersecting Thomas Alton Blvd. The property at 3960 Thomas Alton Blvd. is highlighted with a red rectangle and a red pin. The map includes house numbers for various properties along both streets.

Address	House Number
Thomas Alton Blvd.	3938, 3936, 3934, 3959, 3957, 3955, 3953, 3951, 3949, 3947, 3945, 3943, 3948, 3946, 3944, 3942
Leonardo St.	3976, 3974, 3972, 3970, 3968, 3966, 3964, 3962, 3960, 3958, 3956, 3954, 3952, 3950, 3948, 3946, 3944, 3942

Prepared By: E. Shacklette

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Zoning

The subject property is zoned **RAL2**, Alton Community, under Zoning By-Law 2020, as amended. The **RAL2** zone requires, among other things, the following:

23. RAL2 ZONE REGULATIONS

23.1 LOT WIDTH, AREA, YARDS

Table 2.23.1

Dwelling	Lot Width	Lot Area	Front Yard and Street Side Yard	Rear Yard	Side Yard
Semi-Detached	6.5 m	165 m ²	3 m dwelling; 6 m garage	7 m	1.2 m; Interior side yard 0 m

2.13 ENCROACHMENT INTO YARDS

2.13.1 Every part of a required yard shall be unobstructed with respect to the following encroachments:

- (c) A bay window, balcony, vestibule, fire escape or **open stairway may project** 50 cm maximum into a required side yard and **1.6 m maximum into any other required yard**, provided that:
 - (i) The sum of the length of these projections does not exceed one third of the permitted length of a building wall,
 - (ii) The length of any one projection does not exceed 3 m.
 - (iii) A bay window that projects into a required yard may not have a foundation and must have at least 30% of the surface area of the projection as a window.
 - (iv) Basement walkout only permitted in side and rear yards.

Proposal:

The applicant is proposing the construction of a basement walkout stairway located in the rear yard of the existing semi-detached dwelling. The walkout stairway is eligible for an encroachment allowance of 1.6 m into the required rear yard.

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Variance required:

1. To permit a rear yard of 4.0 m instead of the minimum required 5.4 m (7.0 m – 1.6 m encroachment allowance) for a proposed basement walkout stairway.

Condition:

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

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: 8 September 2026Prepared By: Erin Ruby**Site Planning**

Site Characteristics	
Lot Frontage (m)	6.5m
Lot Area (m²)	169m ²
Existing Land Uses (ex. buildings, structures, driveways, fences, etc...)	Semi-Detached Dwelling Rear yard deck to be demolished
Site Grading (ex. Flat and level, significant grade differences)	Flat and Level
Notable Site Features	N/A
Surrounding Land Uses (ex. Adjacent building relationships, natural features, notable adjacencies)	Low Rise Residential
Nearest Major Intersection	Walkers Line and Dundas Street
Neighbourhood Boundaries*	North: Palladium Way East: Walkers Line South: Dundas Street West: Palladium Way

*Based on OP, 1997 residential neighbourhood definition

Neighbourhood Characteristics:

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- The subject lands are located within the Alton West Planning Area, a relatively new residential subdivision characterized by predominantly low-rise residential development, consisting of semi-detached and detached dwellings
 - The surrounding neighbourhood exhibits a consistent lotting pattern, with relatively uniform lot sizes and rectangular lot configurations
 - The surrounding building footprints, and front and rear yard setbacks and are consistent
 - Residential development generally consists of two-storey dwellings exhibiting similar architectural styles, building heights, roof forms, and massing, contributing to a consistent built form and streetscape.
 - Rear yards are generally uniform in size and function as private outdoor amenity areas for the residential dwellings.
 - A variety of rear-yard accessory structures are present throughout the neighbourhood, including sheds, patios, and other outdoor amenity features.
 - Landscaping within the neighbourhood generally consists of maintained lawns, smaller trees, and ornamental plantings, reflecting the relatively recent development of the subdivision.

A site visit was conducted on October 6, 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(s) 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:

- Section 76 of the ROP 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. Given that Semi-Detached Dwellings on existing lots and accessory structures are permitted by the City's Zoning By-law, staff are of the opinion that the requested variances meet the general intent and purpose of the ROP.

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 proposed variance meets the general intent and purpose of the Official Plan for the following reasons:

- The site is designated 'Low-Rise Neighbourhoods II' according to Schedule 'C'/Schedule 'B' (Land Use - Urban Area/Comprehensive Land Use Plan- Urban Planning Area) of the BOP, 1997/BOP, 2020, as amended, which permits ground-oriented, low-density housing, and where compatible infill, small-scale additions, and renovations are encouraged.
- Whereas Section 8.7.2 a) (i) of the BOP, 2020 recognizes that within a semi-detached dwelling a maximum of three additional residential units may be permitted in addition to the principal unit, for a total of four residential units.
- Whereas Section 8.3.1(a)-(b) of the BOP, 2020 recognizes that Residential Neighbourhood Areas will evolve over time to accommodate growth and changing demographics, while requiring that the form of new development be balanced with other planning considerations and achieve compatibility and integration within existing residential neighbourhoods, the proposal is consistent with these objectives in the following ways:
 - The proposed basement walkout staircase is located below grade and does not introduce additional above-grade building massing or alter the existing built form of the semi-detached dwelling.
 - The existing side yard setback is 1.2 m, while the proposed staircase has a width of 1.01 m, not including the required railings or safety features. Locating the staircase within the side yard would leave approximately 0.19 m of space, restricting access and the area available to accommodate drainage. The proposed rear-yard location avoids these constraints.
 - The proposed rear-yard location accommodates the staircase and associated risers and landings necessary to provide access between the basement entrance and the rear-yard grade.
 - The proposed staircase provides a separate exterior entrance to the basement Additional Residential Unit (ARU). The Zoning By-law requires ARUs to have either a separate exterior entrance or access through an internal vestibule.
 - The proposal facilitates the use of the basement as an ARU within the existing semi-detached dwelling without increasing the height or floor area of the dwelling.
- 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 below-grade staircase does not introduce additional above-grade building massing that would affect the relationship between the existing dwelling and surrounding residential properties.

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- The existing rear-yard deck will be removed to accommodate the proposed basement walkout staircase.
 - The existing first-floor sliding glass patio door will be maintained, with the operable panel located adjacent to the proposed below-grade staircase.
 - According to information provided by the applicant, a new deck will be constructed adjacent to the proposed staircase to maintain exterior access from the first floor. The future deck and associated stairs are not illustrated on the submitted plans and do not form part of the variance presently under consideration.

2) City of Burlington Zoning By-law 2020:

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

Yes – Rear Yard Setback

The general intent and purpose of Part 2, Section 23.1 and Part 1, Section 2.13.1(c) of Burlington Zoning By-law 2020 is to maintain adequate rear-yard setbacks to provide separation from neighbouring properties, preserve rear-yard amenity and landscaped areas, and maintain space for access and drainage, while permitting certain structures to encroach into required yards. Section 2.13.1(c) specifically permits basement walkout stairways to encroach up to 1.6 m into the required rear yard. The proposed variance seeks an additional 1.4 m encroachment beyond this allowance, resulting in a rear-yard setback of 4.0 m instead of the permitted 5.4 m. The proposed minor variance maintains the general intent and purpose of these provisions for the following reasons:

- The proposed basement walkout staircase serves an ingress and egress function for the basement Additional Residential Unit (ARU). Unlike habitable space or outdoor amenity areas such as decks and patios, the staircase is intended for movement between the basement and rear yard rather than prolonged occupancy.
- The proposed staircase is located below grade and does not introduce additional above-grade building massing or alter the existing separation between the dwelling and neighbouring residential properties.
- The below-grade configuration does not introduce elevated outdoor amenity space or additional opportunities for overlook into neighbouring properties, thereby maintaining the privacy of surrounding residential rear yards.
- The proposed staircase maintains a 4.0 m setback from the rear property line, preserving separation between the structure and the abutting residential property.
- The proposed rear-yard encroachment does not result in identified adverse drainage impacts on neighbouring properties.
- The Zoning By-law already permits basement walkout stairways to encroach 1.6 m into the required rear yard. The additional 1.4 m encroachment accommodates the proposed staircase without introducing above-grade building massing or an additional outdoor amenity area.

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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 land, building and structure for the following reasons:

- The proposed basement walkout staircase facilitates a separate exterior entrance to the basement Additional Residential Unit (ARU), supporting the use of the existing dwelling for additional residential accommodation.
- The existing 1.2 m side yard setback limits the space available to accommodate the proposed 1.01 m wide staircase. Locating the staircase within the rear yard maintains access along the side yard and avoids constraints associated with drainage and circulation.
- The additional rear-yard encroachment accommodates the staircase, including the risers and landings necessary to provide access between the basement entrance and the rear-yard grade.
- The proposed staircase is located below grade and does not introduce additional above-grade building massing, privacy concerns, or identified adverse drainage impacts on neighbouring properties.
- The proposed staircase maintains a 4.0 m setback from the rear property line and does not alter the existing residential built form or character of the surrounding neighbourhood.
- No objections were identified from any internal subject matter expert's review

4) Minor in Nature:

Is the proposed minor variance(s) from the zoning by-law considered minor in nature?

Yes

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

- The proposed variance represents an additional 1.4 m encroachment beyond the 1.6 m permitted by the Zoning By-law, resulting in a rear-yard setback of 4.0 m instead of the required 5.4 m. While the variance represents a numerical reduction to the required setback, the practical impacts are limited by the below-grade configuration and function of the staircase.
- The proposed staircase is intended to provide ingress and egress to the basement ARU rather than function as an outdoor amenity area. As such, the staircase does not introduce an area intended for prolonged outdoor occupancy or associated privacy and overlook impacts.

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- The proposed staircase does not introduce additional above-grade building massing or alter the existing built form of the semi-detached dwelling. The 4.0 m rear-yard setback maintains separation from the rear property line.
 - The proposed encroachment does not result in identified adverse impacts related to privacy, drainage, or the use and enjoyment of neighbouring residential properties.
 - No objections to the proposed variance were identified through the City's departmental circulation.

Cumulative Effects of Multiple Variances and Other Planning Matters:

NA

Recommendation:

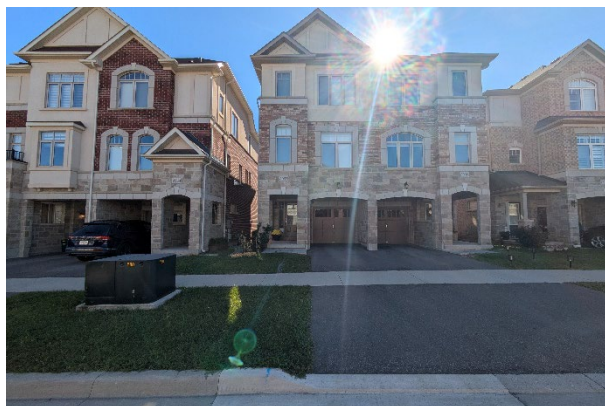
Staff has reviewed the proposed variance in accordance with the Planning Act, the policies of the Official Plan and the requirements of the Zoning By-law and has no objection.

Date: October 14, 2026

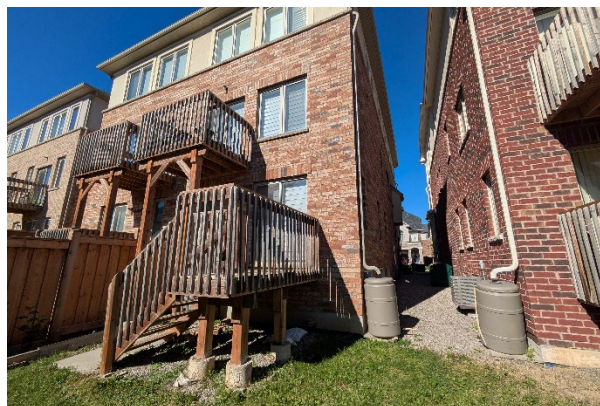
Prepared By: Ryan Kochuta

Report Schedules & Attachments:

Attachment No. 1 (Site Photos)



View from the front



View of the proposed area of construction

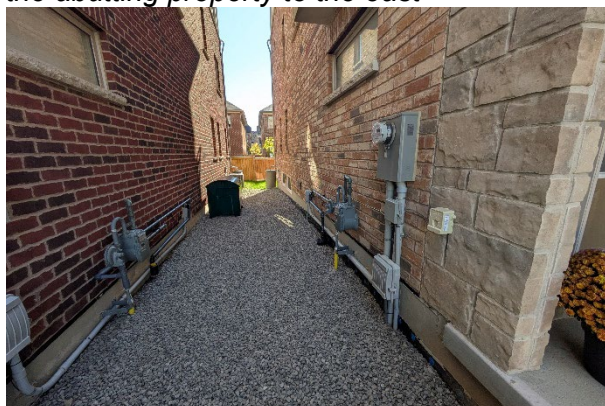
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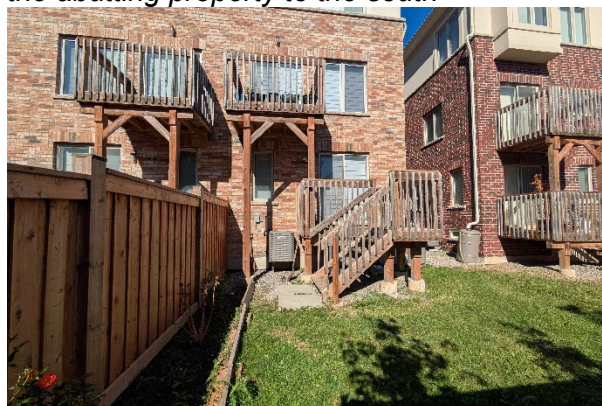
View of the proposed area of construction and the abutting property to the east



View of the proposed area of construction and the abutting property to the south



View of the side yard



View of the proposed area of construction and back of the house

Technical Reviewer Comments:

Development Engineering

Development Engineering has reviewed the proposed minor variances and has no objections. Changes to the plans may be required during the Grading and Drainage Clearance Certificate review process.

For residential development applications exempt from Site Plan Control, Development Engineering will assess grading and drainage as part of a Grading and Draining Clearance Certificate application. A Grading and Draining Clearance Certificate must be obtained prior to building permit issuance. The Grading and Drainage Clearance Certificate By-law regulates grading and drainage on residential lands exempted from Site Plan Control and the certificate process may include a detailed grading and drainage review for lots within settlement areas and any other lots where grading and drainage may negatively impact neighbouring properties, as determined by Engineering Services. As part of the Grading and Drainage Clearance Certificate, an applicant may be required to submit engineering drawings and documentation to ensure acceptable

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design, deposit securities and undergo inspections to ensure compliance, and submit post-construction certifications for quality assurance.

For development applications regulated by the Planning Act, a similar engineering review process is completed as part of that application review and approval.

Date: September 22, 2026

Prepared By: D. Savelli

Forestry

Forestry has no objection to the proposed variance requested. However, forestry provides the following advisory comments:

Advisory Comments:

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: October 6, 2026

Prepared By: C. Gavin

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: October 13, 2026

Prepared By: Ebtessam Mahrous

Transportation Planning

Deemed Road Width Analysis

This segment of Thomas Alton Boulevard was developed during Draft Plan of Subdivision in consultation with Staff. The existing right-of-way adjacent to the site is 20 metres, no additional lands are required.

Date: June 10, 2026

Prepared By: Thalia Thompson

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: October 1, 2026

Prepared By: D. Napoli

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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: September 21, 2026

Prepared By: Paul Lacelle

Agency Comments:

Halton Region

Regional Staff have reviewed the Minor Variance application proposing the construction of a basement walkout stairway located in the rear yard of the existing semi-detached dwelling. Variance is requested to the minimum required rear 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 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: Sep 29 2026

Prepared By: Navjot Kaur

Burlington Hydro

Comments not received by the date this report was published. The applicant is responsible for contacting Burlington Hydro about their project if necessary.

NOTICE OF PUBLIC HEARING

Srilatha Muddaluru of 3962 Thomas Alton Blvd. Burlington 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 **3962 Thomas Alton Blvd. Burlington** (see map).

The applicant is proposing the construction of a basement walkout stairway located in the rear yard of the existing semi-detached dwelling. This proposal results in the following variance:

1. To permit a rear yard of 4.0 m instead of the minimum required 5.4 m (7.0 m – 1.6 m encroachment allowance) for a proposed basement walkout stairway.

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 **October 19, 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 NOVEMBER 4, 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 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

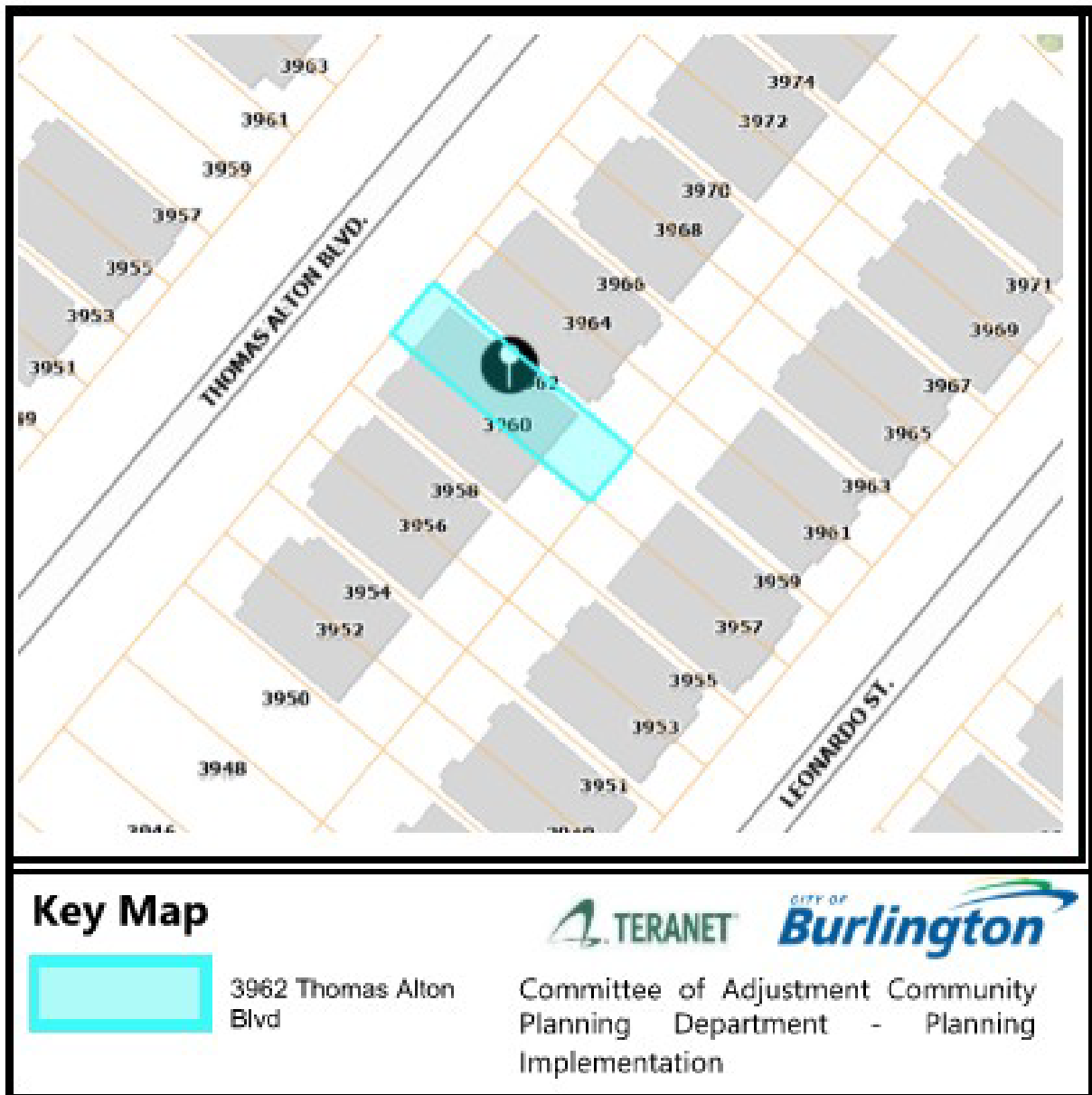
Yours truly,



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:

3962 THOMAS ALTON BOULEVARD , BURLINGTON, L7M 2A4

Legal Description of property:

LOT 148, PLAN 20M1193

Official Plan Designation: _____ Current Zoning Designation _____

OWNER(S) INFORMATION:

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

SRILATHA MUDDALURU

Mailing Address: _____ City: _____

Postal Code: _____ Home Phone: _____ Mobile Phone: _____

Work Phone: _____ E-Mail: _____

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

Name:

SHIVANG TARIKA

Business Address: 106 MORNINGSIDE DRIVE City: GEORGETOWN

Postal Code: L7G 0M2 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.

THE PROPOSED 4.0 M REAR YARD SET BACKFROM BELOW GRADE IS ONLY 3.0 LESS THAN THE PERMITTED 7.0M

Variance(s) Requested	Zoning Bylaw Requirement
4.0 M	7.0 M

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 PROPOSED 4.0 M REAR YARD SET BACKFROM BELOW GRADE IS ONLY 3.0 LESS THAN THE PERMITTED 7.0M IT IS RELATIVELY MINOR IN NATURE

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

Even with the reduced set back the property still maintains a reasonable and functional amount of Rear yard space, the reduction is not so severe that eliminates the use of backyard entirely.

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

Yes , Intent and purpose plan meet the official plan

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

Yes Minor variance meet the intent and purpose of the zoning By law

PROPERTY DETAILS (please complete all fields):										
Date property purchased: _____ 04/01/2025 mmm/dd/yyyy	Date property first built on: _____ 01/04/2020 mmm/dd/yyyy	Date of proposed construction: _____ mmm/dd/yyyy								
Existing Use of the Subject Property (check one): Detached Dwelling ☐ Semi-Detached Dwelling ☒ Townhouse Dwelling ☐ Street Townhouse Dwelling ☐ Stacked Townhouse Dwelling ☐ Apartment ☐ Mixed Use ☐ Hi Rise ☐ Commercial ☐ Industrial ☐ Vacant ☐ Other ☐ _____		Length of time the existing uses of the subject property have continued: 5 YEAR								
Existing Uses of Abutting Properties (check all that apply) Residential ☒ Commercial ☐ Industrial ☐ Multi-Residential ☐ Vacant ☐ Hydro right of-way ☐ Railway right-of-way ☐ Provincial Highway ☐ Park ☐ Other ☐ _____ Conservation Halton Lands: Lake Ontario ☐ Creek ☐ Storm Water Management Pond/Channel ☐ Ravine ☐		Proposed Use of the Land: RESIDENTIAL USE								
Additional Information Is liquor sold on site? Y ☐ or N ☒ Is the property on the Municipal Cultural Heritage Register for the City of Burlington? Y ☐ N ☒ Unknown ☐										
Type of Access to the Subject Lands <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Provincial Highway ☐</td> <td style="width: 20%;">Municipal Road ☐</td> <td style="width: 20%;">Private Road ☒</td> <td style="width: 20%;">Water ☐</td> <td style="width: 20%;">Other(specify) ☐</td> </tr> </table>					Provincial Highway ☐	Municipal Road ☐	Private Road ☒	Water ☐	Other(specify) ☐	
Provincial Highway ☐	Municipal Road ☐	Private Road ☒	Water ☐	Other(specify) ☐						
Municipal Services Provided <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Water ☒</td> <td style="width: 80%;">If not available, by what means is it provided: _____</td> </tr> <tr> <td>Sanitary Sewers ☒</td> <td>If not available, by what means is it provided: _____</td> </tr> <tr> <td>Storm Sewers ☒</td> <td>If not available, by what means is it provided: _____</td> </tr> </table>					Water ☒	If not available, by what means is it provided: _____	Sanitary Sewers ☒	If not available, by what means is it provided: _____	Storm Sewers ☒	If not available, by what means is it provided: _____
Water ☒	If not available, by what means is it provided: _____									
Sanitary Sewers ☒	If not available, by what means is it provided: _____									
Storm Sewers ☒	If not available, by what means is it provided: _____									
IS THE SUBJECT LAND(S) THE SUBJECT OF ANY OF THE FOLLOWING DEVELOPMENT APPLICATIONS: ☐ Official Plan Amendment ☐ Zoning By-law Amendment ☐ Building Permit ☐ Site Development Plan ☐ Plan of Subdivision ☐ Previous Minor Variance ☐ 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 ☐ N ☒
Frontage	Depth	Area	Actual	Deemed	Required		
6.50M	26.00M	169.00SQM	20M	20M		73.53 SQM	

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)	71.34	M ²	Ground Floor Area (incl. attached garage)	71.34	M ²
Gross Floor Area:	226.48	M ²	Gross Floor Area:	226.48	M ²
Number of Storeys:	3		Number of Storeys:	3	
Width:	5.30	M	Width:	5.30	M
Length:	12.90	M	Length:	12.90	M
Height:	8.23	M	Height:	8.23	M
Garage/Car Port			Garage/Car Port		
Detached?	Y ☐ N ☒		Detached?	Y ☐ N ☒	
Gross Floor Area:	19.51	M ²	Gross Floor Area:	19.51	M ²
Width:	3.20	M	Width:	3.20	M
Length:	6.10	M	Length:	6.10	M
Height:	2.74	M	Height:	2.74	M
Accessory Structures (Shed, Gazebo, etc)			Accessory Structures		
Gross Floor Area:		M ²	Gross Floor Area:		M ²
Width:		M	Width:		M
Length:		M	Length:		M
Height:		M	Height:		M
Other (pool, additional sheds, decks, driveways, etc.)			Other		
Gross Floor Area:	21.00	M ²	Gross Floor Area:	21.00	M ²
Width:	3.50	M	Width:	3.50	M
Length:	6.00	M	Length:	6.00	M
Height:		M	Height:		M
LOCATION of all existing and proposed buildings and structures					
EXISTING			PROPOSED		
Front:	3.10	M	Front:	3.10	M
Rear:	7.05	M	Rear:	4.00	M
Side/Street Side:	1.20	M	Side/Street Side:	1.20	M
Side/Other Side:	0.00	M	Side/Other Side:	0.00	M

EXEMPTION FROM NEW SURVEY REQUIREMENT

Minor additions to an existing dwelling or for a proposed accessory building or structure (i.e., deck, driveway, pergola, shed), may be exempt from having to provide a new survey. Please refer to Page 3 of this application package for more details. Minor Variances with concurrent Consent applications require a new survey.

Applicant/Owner: SRILATHA MUDDALURU

Property Address: 3962 Thomas Alton Blvd

1. I, SHIVANG TARIKA In my capacity as AGENT do attest to the following:
 Print Name (Owner or agent)

Please complete Section A, B, or C

A. The OLS survey/sketch of survey dated _____
 has been revised by: _____
 (Person or Company Name)

OR

B. The site plan, architect's plan or engineer's plan dated 2025-12-16
 has been revised by: _____
 (Person or Company Name)

OR

C. The sketch or plot plan** dated _____
 **Accepted for applications involving variances for Uses only.
 was prepared by: _____
 (Person or Company Name)

2. All structures, measurements, setbacks and boundaries of the property are shown accurately as of: _____
 mmm/dd/yyyy

3. The material submitted shows all measurements in metric, as calculated/converted by: _____
 (Person or Company Name)

4. Should the need arise during application processing for an new OLS survey, the applicant/agent agree to provide the survey as required by Committee or city staff in order to receive a decision on the application.

Signature of Owner/Applicant

Date (mmm/dd/yyyy)

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

Srilatha Muddaluru

Property Address

3962 Thomas Alton Blvd

Srilatha Muddaluru

Signature of Owner/Applicant

2025-12-16

Date (mmm/dd/yyyy)

OWNERS AUTHORIZATION

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

I, SRILATHA MUDDALURU being the registered owner of the subject lands, hereby
(print name)

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

application for a Minor Variance.

Srilatha Muddaluru

Signature of Owner

2025-12-16

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.

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: SHIANG TARIKA

I, SHIVANG TARIKA of the REGION HALTON of HALTON HILLS in the CITY PROVINCE
(print name) (Region/City/County) (City/Town/Township)

of BURLINGTON 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 Region HALTON of GEORGETOWN in the CITY of BURLINGTON PROVINCE OF ONT
(Region/City/County) (City/Town/Township)

this 2 day of JUNE 2026.

Tammy Lynn Ball, a Commissioner,
etc., Province of Ontario, for The
Corporation of the City of
Burlington.

Expires October 25, 2027

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: 3962 THOMAS ALTON BOULEVARD

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.

Srilatha Muddaluru

Signature of Owner

SRILATHA MUDDALURU

Print Name

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.	Select (✓)
LEGAL SURVEY (must be prepared and signed and dated by an Ontario Land Surveyor) * For new development, a Proposed Building Plan stamped by an Ontario Land Surveyor or Professional Engineer may be required.	
OR	
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.	✓
AND	
PLAN and ELEVATION DRAWINGS which include the following as applicable: (Missing details or illegible drawings will be sent back to the applicant for correction)	
SITE PLAN ☒ Metric Scale ☒ North Arrow ☒ Frontage ☒ Depth ☒ Lot Area ☒ Lot Coverage ☒ Deemed Street Line ☒ Existing Front Yard Setbacks ☒ Existing Rear Yard Setbacks ☒ Existing Side Yard Setbacks ☒ Existing Street Side Yard Setbacks ☒ Existing Porch, Stairs and Overhang Setbacks ☐ Proposed Front Yard Setbacks ☐ Proposed Rear Yard Setbacks ☐ Proposed Side Yard Setbacks ☐ Proposed Street Side Yard Setbacks ☐ Proposed Porch, Stairs and Overhang Setbacks ☒ Streets (Public and Private) ☒ Street Names ☒ Parking (Dimensioned spaces, Driveway Width, Arrangement) ☐ Railways (Location of them and setbacks to structures) ☐ All Watercourses and/or Conservation Halton Areas(creeks, lakes, etc)	

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.

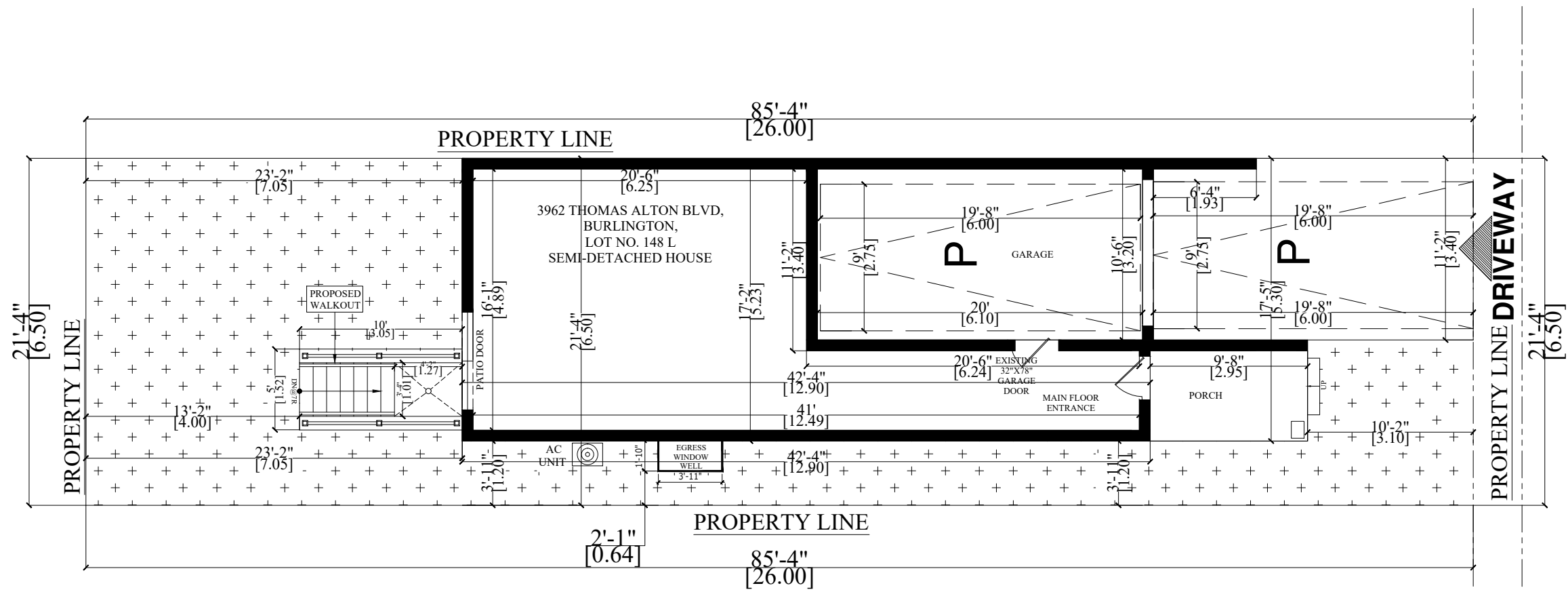
Shivang Tarika

Signature of Owner/Agent

2025-12-16

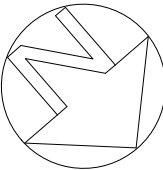
Date (mmm/dd/yyyy)

Copyright Act Applies to Use and Production



SITE PLAN

SCALE 1/8"=1'-0"



3962 THOMAS ALTON BLVRD

THOMAS ALTON BOULEVARD

GENERAL NOTES		
DO NOT SCALE DRAWINGS PROPERTY RIGHTS RETAINED BY: BG CONSTRUCTION DESIGN ANY REPRODUCTION IN WHOLE OR IN PART UNDER THE RULES AND BY-LAWS OF THE CORPORATION IS STRICTLY FORBIDDEN. ANY REPRODUCTIONS MUST BE AUTHORIZED BY ALL DRAWINGS ARE IN METRIC SCALE		
SCOPE OF WORK		
PROPOSAL TO CONSTRUCT SECONDARY UNIT AND BELOW GRADE ENTRANCE FROM REAR YARD		
THE UNDERSIGNED HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN, AND HAS THE QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE TO BE A DESIGNER.		
QUALIFICATION INFORMATION REQUIRED UNLESS DESIGN IS EXEMPT UNDER DIV. C-32.5.1 OF THE BUILDING CODE		
SHIVANG TARIKA		106440
NAME	SIGNATURE	BCIN
SHIVANG TARIKA		
CANAM ENGINEERING INC. 647 961 1222		
NO	REVISION / ISSUE	DATE
SITE PLAN		
CITY : BURLINGTON		
3962 THOMAS ALTON BOULEVERD		
EXISTING DWELLING		
PROJECT	SHEET	
SEP 2025	A1	
SCALE 1/8"=1'-0"		

LEGEND

- 00.00 PROPOSED FINISHED ELEVATIONS
- F.F. FINISHED MAIN FLOOR
- F.B.S. FINISHED BASEMENT SLAB
- U.F. UNDERSIDE OF FOOTING
- T.F.W. TOP OF FOUNDATION WALL
- xR NUMBER OF RISERS
- W.O. BASEMENT WALKOUT DOOR LOCATION
- R REVERSE UNIT
- HYDRO TRANSFORMER
- RAIN WATER LEADER & SPLASH PAD
- W/DIRECTION OF FLOW
- MIN. USF XXX.XX MINIMUM UNDERSIDE OF FOOTING ELEVATION
- CABLE T.V. PEDESTAL
- BELL PEDESTAL
- HYD. HYDRANT
- DIRECTION OF SURFACE FLOW
- DOOR OPENING INDICATOR
- L.S. LIGHT STANDARD
- SUPER MAILBOX
- STORM MANHOLE
- SANITARY MANHOLE
- F.W. FIREWALL
- V.B. VALVE BOX OR CHAMBER
- CB SINGLE OR DOUBLE CATCHBASIN
- H HYDRO CONNECTION
- WATER CONNECTION
- STM- STORM SERVICE CONNECTION
- SAN- SANITARY SERVICE CONNECTION
- GLB BELL GRADE LEVEL BOX
- CGLB CABLE GRADE LEVEL BOX
- CV CABLE VAULT
- ENGINEERED FILL LOT
- SUMP PUMP REQUIRED.
- SUMP PUMP DISCHARGE LOCATION
- LIGHTSTANDARD PEDESTAL

NOTE:

Builder to verify all elevations of sanitary and storm laterals in relation to basement underside of footing elevations to confirm compliance with municipal standards and that gravity connections are available prior to excavation and construction of footings.

Utility plans have not been approved at time of site plan review and approval. As-built Storm and/or Sanitary inverts may have been unavailable at time of site plan review approval.

LOT MAY BE SUBJECT TO A BASE CONDITION.

ADDITIONAL GRANULAR MATERIAL MAY BE REQUIRED BENEATH THE BASEMENT SLAB.

NOTE:

MINIMUM OF 6" OF TOP SOIL IS TO BE PROVIDED THROUGHOUT THE DEVELOPMENT. SOD IS EXCLUDED FROM THE NATIVE OR DROUGHT TOLERANT LANDSCAPING REQUIREMENT WHEN OFFERED TO HOMEOWNERS.

NOTE:

BUILDER TO ENSURE ALL WATERBOXES ARE ACCESSIBLE AND OPERATIONAL AT ALL TIMES. WATERBOXES SHALL BE LOCATED A MINIMUM OF 0.30m FROM EDGE OF DRIVEWAY.

BUILDER TO ENSURE ALL MODELS HAVE PRESSURE RELEASE VALVES INSTALLED.

It is the builder's complete responsibility to ensure that all plans submitted for approval fully comply with the Urban Design Guidelines and all applicable regulations and requirements including zoning provisions and any provisions in the subdivision agreement.

This is to certify that these plans comply with the applicable Urban Design Guidelines approved by the City of BURLINGTON.

SIGNATURE
DATE: NOV.02 2017

ANDERSON + ASSOCIATES INC.

SITE INFORMATION

LOT No.	LOT AREA (m2)	MAXIMUM COVERAGE PERMITTED (m2)(50%)	COVERAGE PROVIDED (m2)(%)	MAXIMUM BUILDING HEIGHT(m) (11.5m MAX) OR (14.0m MAX)
148	338.00	169.00	83.5(25%) R 83.2(25%)	11.92 (14.0m MAX)

GRADING REVIEW

THIS REVIEW IS TO ENSURE COMPLIANCE OF THESE BLOCKS/LOTS WITH THE OVERALL GRADING AND DRAINAGE PLANS ONLY. THE REVIEWER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE DIMENSIONS SHOWN ON THIS PLAN NOR ANY DETAILS AND CONFORMITY TO THE LOCAL ZONING BY-LAWS.

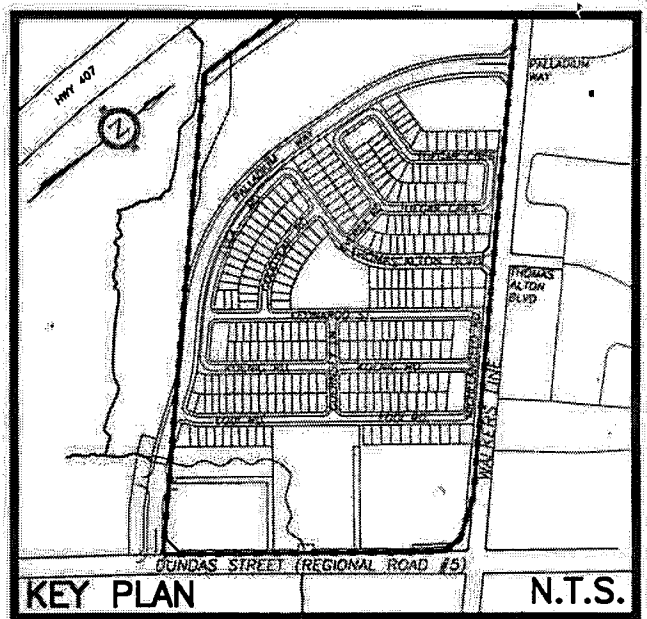
BLOCK/LOT NO: 148
DATE: December 12, 2017
REVIEWER: Jason Speir

counterpoint

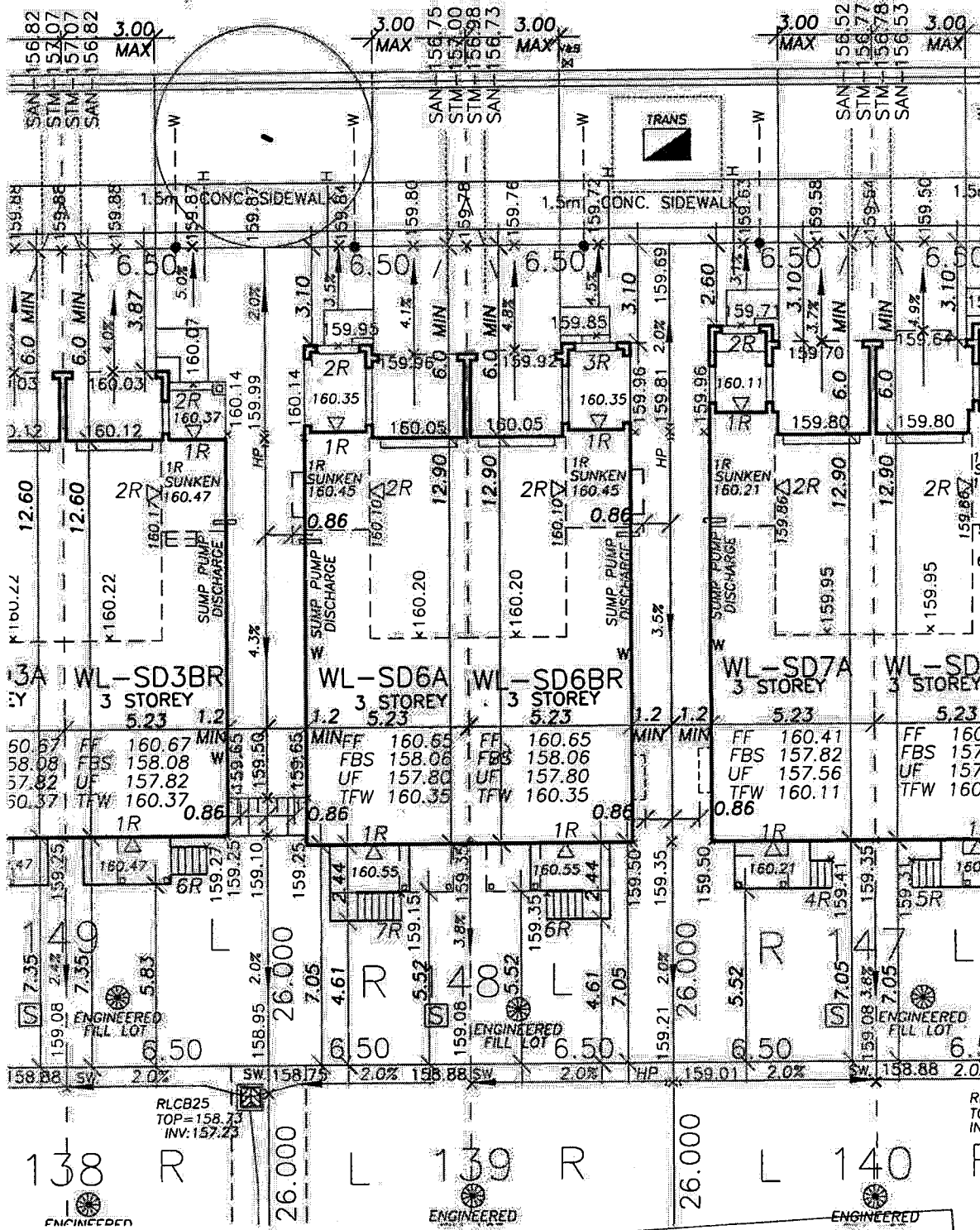
ENGINEERING
5905 Jane St., Suite 100, Vaughan, ON L4K 5V2
Phone 905.228.1401 Fax 905.228.1405

☒ REVIEWED AS SUBMITTED

☐ REVIEWED WITH REVISIONS AS SHOWN



MAS ALTON THOMAS ALTON
BOULEVARD BOULEVARD



SURVEYING INFORMATION

INFORMATION ON THIS DRAWING WAS TAKEN FROM PLAN OF SUBDIVISION OF PART OF LOT 11, CONCESSION 1 NORTH OF DUNDAS STREET (GEOGRAPHIC TOWNSHIP OF NELSON) NOW IN THE CITY OF BURLINGTON REGIONAL MUNICIPALITY OF HALTON SCHAEFFER DZALDOV BENNETT LTD.

ZONING: BY-LAW 2020.360 (TO AMEND BY-LAW 2020)

REGISTERED PLAN NO: 20M-1193

DRAINAGE NOTES

MINIMUM GRADIENT OF GRASS SWALES ALONG SIDE AND REAR LOT LINE SHALL BE 2.00%. ALL SLOPES 1.0m IN HEIGHT OR LESS SHALL BE 3:1 MAX. SLOPES GREATER THAN 1.0m IN HEIGHT SHALL BE 4:1 MAX, UNLESS NOTED OTHERWISE.

ALL ROOF LEADERS SHALL DISCHARGE ACCORDING TO SCHEDULE REQUIREMENTS OR ONTO THE GROUND ONTO SPLASH PADS WHICH SHALL NOT BE CONNECTED TO THE STORM SEWER, AND SHALL DISCHARGE AWAY FROM THE BUILDING.

FOOTINGS CONSTRUCTED NEXT TO A CATCH BASIN LEAD PIPE OR OTHER MUNICIPAL SERVICES SHOULD BE EXTENDED TO REST ON UNDISTURBED SOIL.

DRIVEWAYS TO KEEP CLEAR OF ALL STREET CATCHBASINS.

VENEER LINE IS TO BE 150mm ABOVE FIN. GRADE.

BUILDER TO VERIFY LOCATION OF ALL HYDRANTS, STREETLIGHTS, TRANSFORMERS AND ALL OTHER ABOVE GROUND SERVICES IF MINIMUM DIMENSIONS ARE NOT MAINTAINED BUILDER IS TO RE-LOCATE AT HIS OWN EXPENSE.

GRADING NOTES

IT SHALL BE THE RESPONSIBILITY OF THE BUILDER TO HAVE ALL GRADES VERIFIED AND CHECKED BEFORE CONSTRUCTION BY AN APPROVED GRADING ENGINEER. THESE GRADES AND THE PLACEMENT OF STORMS AND SANITARY SERVICES OFF THE STREET ARE TO MEET THE REQUIREMENTS OF THE MUNICIPALITY HAVING JURISDICTION.

ANDERSON + ASSOCIATES IS TO BE NOTIFIED PROMPTLY OF ANY DISCREPANCIES AT LEAST 1 (ONE) WEEK BEFORE EXCAVATION COMMENCES IN ORDER THAT THE BUILDING CAN BE RESITED. FAILURE TO OBSERVE THESE CONDITIONS MAY REQUIRE EXPENSIVE REMEDIAL ACTION THAT WILL NOT BE THE RESPONSIBILITY OF OR COST TO ANDERSON + ASSOCIATES. FOUNDATION WALLS SHALL BE POURED TO A MINIMUM OF 6" ABOVE THE APPROVED GRADES.

FINISH GRADE LINES AS INDICATED ON THE HOUSE PROTOTYPE SCALE DRAWINGS ARE FOR REFERENCE ONLY AND DO NOT NECESSARILY DEPICT FINISH GRADING CONDITIONS OF ANY PARTICULAR LOT.

CONTRACTOR WILL CHECK AND VERIFY ALL DIMENSIONS AND CHECK ALL CONDITIONS ON THE JOB BEFORE PROCEEDING WITH WORK.

LATEST APPROVED DRAWINGS ONLY TO BE USED FOR CONSTRUCTION.

ALL DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF ANDERSON + ASSOCIATES INC. AND MAY NOT BE REPRODUCED WITHOUT WRITTEN CONSENT.

ZONING NOTES:

ALL WALKWAYS TO HAVE MAXIMUM WIDTH OF 1.5m

EAVES AND ROOF OVERHANG (INCL. GUTTER) MAY ENCROACH UP TO A MAXIMUM 0.5m BEYOND A COVERED PORCH ENCROACHMENT, INTO THE FRONT AND STREET SIDE YARD.

FOUNDATION DRAINAGE:

ALL UNITS EQUIPPED WITH SUMP PUMPS WILL PUMP INTO GRAVITY STORM CONNECTIONS. REFER TO SUMP PUMP CONNECTION DETAIL OUTLINED ON SHEET 66 OF 80 IN THE PLAN OF SUBDIVISION DRAWINGS.

HR FIRE SEPARATION
D STC RATING

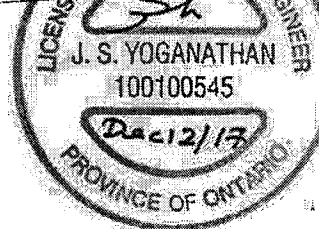
15 MIN. FIRE RESISTANCE
RATING

ALL CONSTRUCTION TO MEET ONTARIO BUILDING CODE REQUIREMENTS.

RECEIVED

DEC 20 2017

CITY OF BURLINGTON
BUILDING DEPARTMENT



THE UNDERSIGNED HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN AND HAS THE QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE TO BE A DESIGNER. QUALIFICATION INFORMATION REQUIRED UNLESS DESIGN IS EXEMPT UNDER DIV. C PART 3.2.5 OF THE BUILDING CODE.

NAME: JOHN Z. LASSU
BCIN: 25882
DATE: NOV.02 2017

REGISTRATION INFORMATION REQUIRED UNLESS DESIGN IS EXEMPT UNDER DIV. C PART 3.2 OF THE ONTARIO BUILDING CODE.

FIRM NAME: ANDERSON + ASSOCIATES INC.
BCIN: 30380

Sundial
HOMES

CITY OF BURLINGTON
ONTARIO

SITE PLAN

PHASE 1
WALKERS LINE

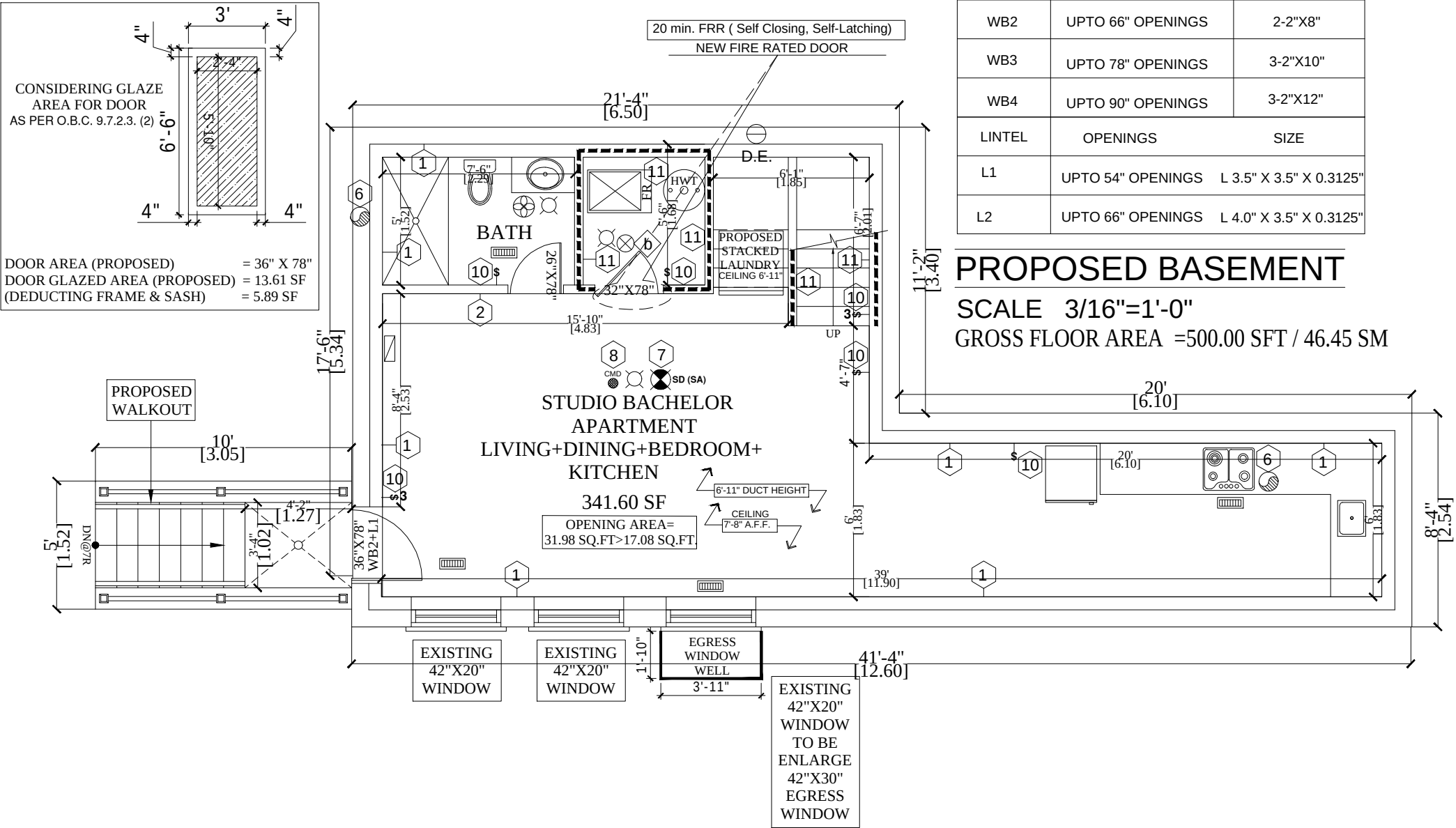
NO.	DATE	DESCRIPTION
1.	11.02.17	REVISED PER ENG. COMMENTS
REVISIONS 26		

SCALE 1:200	DATE JAN.03 2017
DRAWN BY M.A.	CHECKED BY
TRANSFER DATE	ORIGIN
PROJECT NO. 1511	DRAWING NO. SP-148

ONTARIO 16L 234 • (905) 825-6887

ANDERSON + ASSOCIATES INC.

Copyright Act Applies to Use and Production



GENERAL NOTES

DO NOT SCALE DRAWINGS
PROPERTY RIGHTS RETAINED BY:
BG CONSTRUCTION DESIGN
ANY REPRODUCTION IN WHOLE OR IN PART
UNDER THE RULES AND BY-LAWS OF THE
CORPORATION IS STRICTLY FORBIDDEN.
ANY REPRODUCTIONS MUST BE
AUTHORIZED BY
ALL DRAWINGS ARE IN METRIC SCALE

SCOPE OF WORK

PROPOSAL TO CONSTRUCT
SECONDARY UNIT AND
BELOW GRADE ENTRANCE
FROM REAR YARD

THE UNDERSIGNED HAS REVIEWED AND
TAKES RESPONSIBILITY FOR THIS DESIGN,
AND HAS THE QUALIFICATIONS AND
MEETS THE REQUIREMENTS SET OUT
IN THE ONTARIO BUILDING CODE
TO BE A DESIGNER.

QUALIFICATION INFORMATION
REQUIRED UNLESS DESIGN IS EXEMPT
UNDER DIV.C-3.2.5.1 OF THE BUILDING CODE

SHIVANG TARIKA106440

NAMESIGNATUREBCIN

SHIVANG TARIKA

NO	REVISION / ISSUE	DATE

BASEMENT PLAN

CITY : BURLINGTON

3962 THOMAS ALTON BOULEVERD

EXISTING DWELLING

PROJECT

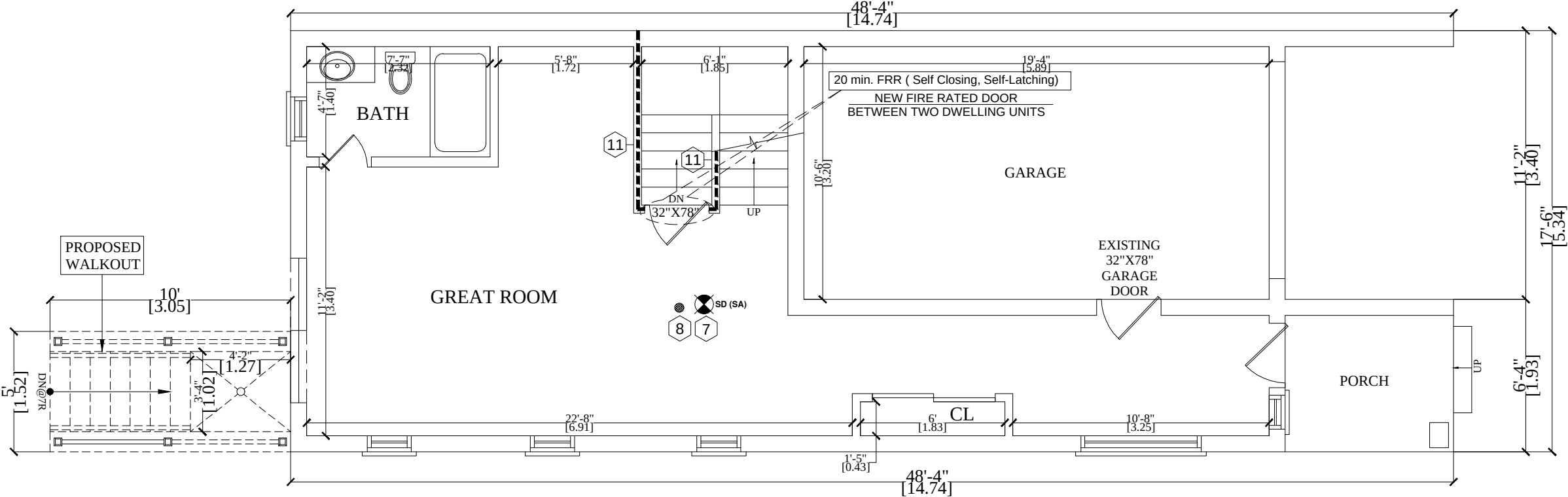
SEP 2025

SCALE 3/16"=1'-0"

SHEET

A2

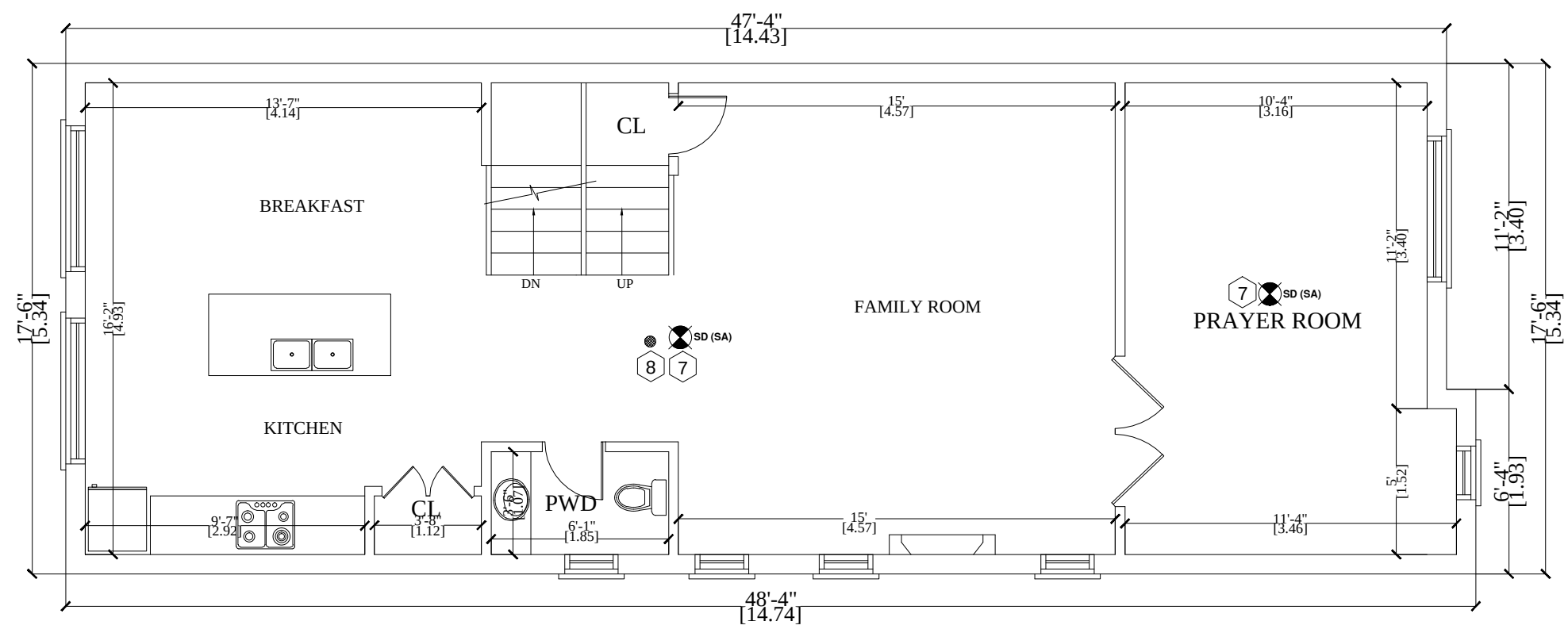
Copyright Act Applies to Use and Production



MAIN FLOOR PLAN
SCALE 3/16"=1'-0"
GROSS FLOOR AREA =500.00 SFT / 46.45 SM

GENERAL NOTES		
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SCOPE OF WORK		
PROPOSAL TO CONSTRUCT SECONDARY UNIT AND BELOW GRADE ENTRANCE FROM REAR YARD		
THE UNDERSIGNED HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN, AND HAS THE QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE TO BE A DESIGNER.		
QUALIFICATION INFORMATION REQUIRED UNLESS DESIGN IS EXEMPT UNDER DIV.C-3.2.5.1 OF THE BUILDING CODE		
SHIVANG TARIKA	106440	
NAME	SIGNATURE	BCIN
SHIVANG TARIKA		
NO	REVISION / ISSUE	DATE
MAIN FLOOR PLAN		
CITY : BURLINGTON		
3962 THOMAS ALTON BOULEVERD		
EXISTING DWELLING		
PROJECT	SHEET	
SEP 2025	A3	
SCALE 3/16"=1'-0"		

Copyright Act Applies to Use and Production



SECOND FLOOR PLAN

SCALE 3/16"=1'-0"

GROSS FLOOR AREA =834.66 SFT / 77.54 SM

GENERAL NOTES

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PROPERTY RIGHTS RETAINED BY:
BG CONSTRUCTION DESIGN
ANY REPRODUCTION IN WHOLE OR IN PART
UNDER THE RULES AND BY-LAWS OF THE
CORPORATION IS STRICTLY FORBIDDEN.
ANY REPRODUCTIONS MUST BE
AUTHORIZED BY
ALL DRAWINGS ARE IN METRIC SCALE

SCOPE OF WORK

PROPOSAL TO CONSTRUCT
SECONDARY UNIT AND
BELOW GRADE ENTRANCE
FROM REAR YARD

THE UNDERSIGNED HAS REVIEWED AND
TAKES RESPONSIBILITY FOR THIS DESIGN,
AND HAS THE QUALIFICATIONS AND
MEETS THE REQUIREMENTS SET OUT
IN THE ONTARIO BUILDING CODE
TO BE A DESIGNER.

QUALIFICATION INFORMATION

REQUIRED UNLESS DESIGN IS EXEMPT
UNDER DIV.C-3.2.5.1 OF THE BUILDING CODE

SHIVANG TARIKA106440

NAMESIGNATUREBCIN

SHIVANG TARIKA

NO	REVISION / ISSUE	DATE

SECOND FLOOR PLAN

CITY : BURLINGTON

3962 THOMAS ALTON BOULEVERD

EXISTING DWELLING

PROJECT

SEP 2025

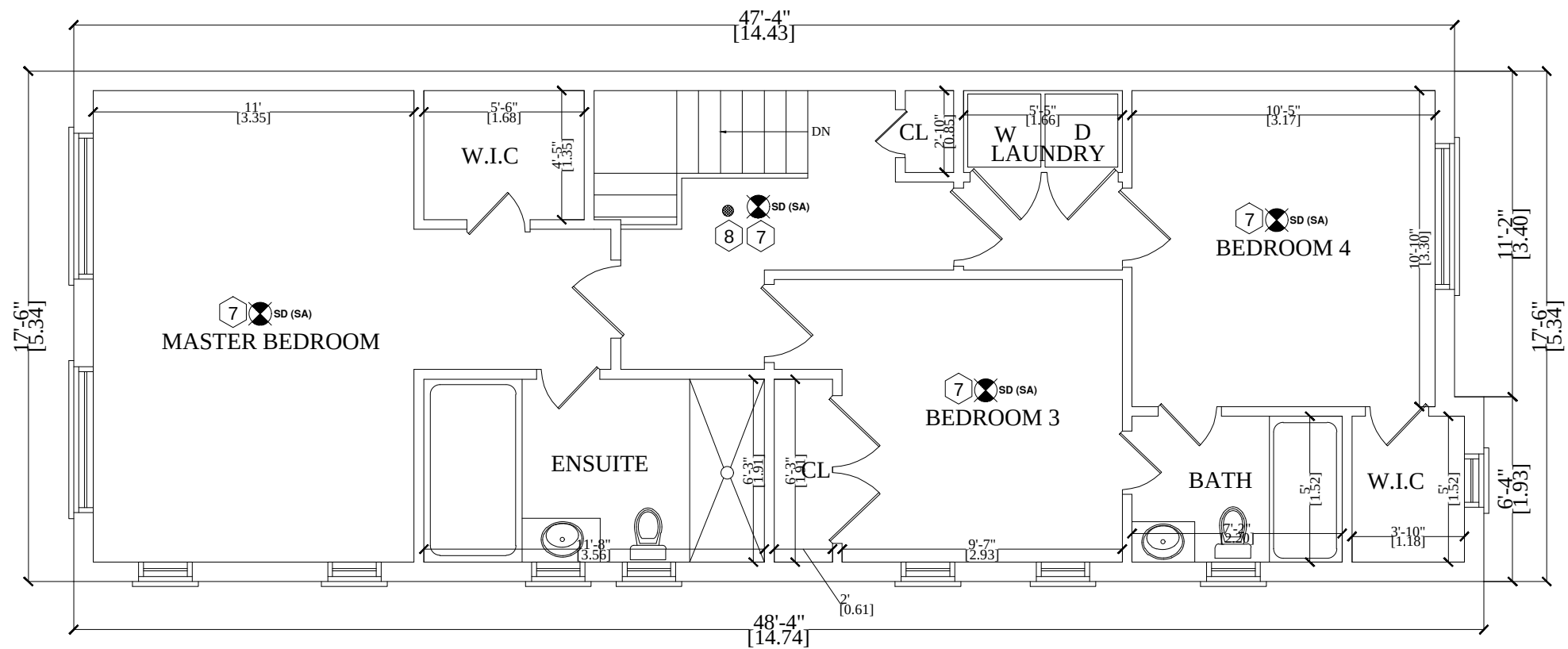
SCALE 3/16"=1'-0"

SHEET

A4

29

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THIRD FLOOR PLAN

SCALE 3/16"=1'-0"

GROSS FLOOR AREA =834.66 SFT / 77.54 SM

GENERAL NOTES		
DO NOT SCALE DRAWINGS PROPERTY RIGHTS RETAINED BY: BG CONSTRUCTION DESIGN ANY REPRODUCTION IN WHOLE OR IN PART UNDER THE RULES AND BY-LAWS OF THE CORPORATION IS STRICTLY FORBIDDEN. ANY REPRODUCTIONS MUST BE AUTHORIZED BY ALL DRAWINGS ARE IN METRIC SCALE		
SCOPE OF WORK		
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SHIVANG TARIKA	106440	
NAME	SIGNATURE	BCIN
SHIVANG TARIKA		
NO	REVISION / ISSUE	DATE
THIRD FLOOR PLAN		
CITY : BURLINGTON		
3962 THOMAS ALTON BOULEVERD		
EXISTING DWELLING		
PROJECT	SHEET	
SEP 2025	A5	
SCALE N.T.S.		

DOOR SCHEDULE

1– ALL INTERIOR DOORS ARE SLAB DOOR 1–3/8 TH. HOLLOW CORE. THE SIZES ARE MENTIONED ON THE FLOOR PLAN. THE HEIGHT OF ALL DOORS ARE 80”

2– EGRESS DOOR – EXISTING AT GRADE EXTERIOR TYPE STEEL DOOR PROVIDES ACCESS TO THE OUTSIDE WINDOW SCHEDULE

ONE WINDOW PER FLOOR TO HAVE AN UNOBSTRUCTED OPEN PORTION W/A MIN. AREA OF 0.35m2 W/ NO DIMENSION LESS THAN 380mm & MAXIMUM SILL HEIGHT OF1 M ABOVE FLOOR WINDOW SIZES HAVE BEEN PROVIDED ON THE FLOOR PLANS SEE NOTE–1 ON BASEMENT FLOOR PLAN

GENERAL NOTES

- ALL WORK ACCORDING TO ONTARIO BUILDING CODE 2024

1 FOUNDATION WALL INSULATION
FOUNDATION WALL, MOISTURE BARRIER,**R12 + 10cd INSULATION** ,2 BY 4 STUDS @ 16” O.C., 6 MIL POLYETHYLENE V.B., 1/2” GYPSUM DRYWALL JOINTS TAPED AND SEALED

2 INTERNAL WALLS
NEW WOOD FRAMED WALL CONSISTING OF 2 BY 4 WOOD STUDS @ 16” O.C. WITH 1/2” DRY WALL ON BOTH SIDES. JOINTS TAPED AND SEALED. WATER RESISTANT GWB ON BATHROOMS WALLS.

F8B – CEILING WITH MINIMUM 30 MIN FRR & 43 STC

3 F8

- SUBFLOOR OF 15.5 MPLYWOOD , OSB OR WATERBOARD , OR 17MM TONGUE AND GROOVE LUMBER
- ON WOOD JOISTS OR WOOD I–JOISTS SPACED NOT MORE THAN 610 MM O.C.
- WITH OR WITHOUT ABSORPTIVE MATERIAL IN CAVITY
- RESILIENT METAL CHANNELS SPACED 406 MM OR 610 MM O.C.
- 1 LAYER OF GYPSUM BOARD ON CEILING SIDE

F8b –

- NO ABSORPTIVE MATERIAL IN CAVITY
- RESILIENT METAL CHANNELS SPACED 610MM O.C.
- 15.9 MM TYPE X GYPSUM BOARD

4 20 MIN. RATED DOOR BETWEEN BASEMENT APARTMENT AND PRINCIPAL RESIDENCE

5 EXISTING DUCT WORK LOCATED IN THE CEILING SHALL BE RELOCATED SO THAT THE DIRECTION OF THE HEAT FLOW IS TOWARDS THE FLOOR

6 INSTALL MECHANICAL VENTILATION PER OBC DIV B 9.32.1.3(3) REQ’S. EXHAUST FAN SHALL DISCHARGE DIRECTLY TO OUTSIDE.
SEPARATE ANY INTAKE FROM BUILDING ENVELOP PENETRATIONS THAT ARE POTENTIAL SOURCES OF CONTAMINANTS(GAS VENTS, OIL FILL PIPES, ETC, BY MIN 900MM (2FT 11 IN)

7 SMOKE ALARMS TO BE INSTALLED IN EVERY DWELLING UNIT AND COMMON AREAS IN CONFORMANCE WITH OBC 9.10.19. SMOKE ALARM SHALL BE WIRED AND INTERCONNECTED FOR THE ENTIRE BUILDING

8 HARD WIRE CONNECTED CARBON MONOXIDE DETECTOR AS PER CAN/CSA–6.19

10 LIGHT CONTROLLED BY A SWITCH IS BATHROOM, VESTIBULE, HALLWAY, REQUIRED IN EVERY KITCHEN, GARAGE AND CARPORT. A SWITCH BEDROOM, LIVING ROOM, UTILITY RECEPTACLE MAY BE PROVIDED ROOM, LAUNDRY ROOM, DINING INSTEAD OF LIGHT IN BEDROOMS AND LIVING ROOMS

11 W3A– WALL WITH MINIMUM 45 MIN FRR & 45 STC

W3

- 38 MM x 89 MM WOOD STUDS SPACED 406 MM OR 610 33 O.C.
- 89 MM THICK ABSORPTIVE MATERIAL
- RESILIENT METAL CHANNELS ON SIDE SPACED 406MM OR 610 MM O.C
- 1 LAYER OF GYPSUM BOARD ON EACH SIDE

W3a

- STUDS SPACED 406MM O.C.
- 15.9 MM TYPE X GYPSUM BOARD

\$3 OR 4 WAY SWITCH INSTALL AT 3’–3” AFF
4 3 DENOTES 3–WAY SWITCH
SPECIFICATION GRADE WHITE, WITH WHITE COVER
PLATE4 DENOTES 4–WAY SWITCHSHALL BE INSTALLED AT THEENDS OF EACH STAIRWAYS

LINTEL SCHEDULES:-

LINTEL NO.	HEADER	STEEL ANGLE FOR BRICK/STONE VENEER SUPPORT
1	2-2" X 8"	3 1/2" X 3 1/2" X 1/4" STEEL ANGLE
2	3-2" X 8"	3 1/2" X 3 1/2" X 3/8" STEEL ANGLE

NOTE: PROVIDE MIN 6" BEARING OF LINTEL AT B/S OF WALL

15A, 120V DUPLEX RECEPTACLE
WP SPECIFICATION GRADE, WHITE
C/W WHITE COVER PLATE
GFI– GROUND FAULT TYPE
WP– WEATHERPROOF COVER
C – ABOVE COUNTER

SMOKE ALARM
CARBON MONO OXIDE DETECTOR

ELECTRICAL PANEL

SWITCH

RECEPTACLE 50A, 208V, STOVE OR DRIER OUTLET.

EXHAUST FAN

FD: FLOOR DRAIN

SPRINKLER

SUPPLY AIR REGISTER

EMERGENCY LIGHT WITH BATTERY BACK UP 4 HRS

DRY EXHAUST FAN

SD: SMOKE DETECTOR

CO: CARBON MONOXIDE DETECTOR

LIGHT

SPOT LIGHT

RETURN AIR REGISTER

ELECTRICAL PANEL

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DUCT-TYPE SMOKE DETECTOR TO BE INSTALLED IN THE SUPPLY OR RETURN AIR DUCT SYSTEM SERVING THE ENTIRE BUILDING THAT MUST TURN OFF THE FUEL SUPPLY AND ELECTRICAL POWER TO THE HEATING SYSTEM UPON ACTIVATION

5” TYPE X DRY WALL UNDER THE STAIR SOFFIT/CEILING AND ON THE WALLS ENCLOSING STAIRWAYS CONNECTING BASEMENT TO MAIN FLOOR

ENSURE ADEQUATE VENTILATION AND COMBUSTION AIR FOR THE OPTIMUM OPERATION OF THE FURNACE, PER MANUFACTUR'S RECOMMENDATIONS.

THE RETURN AIR GRILL SHALL BE INSTALLED NEAR THE FLOOR LEVEL (HRAI REQ'S). UNDERCUT BY 1” THE DOOR TO ANY ROOM WITH OUT RETURN GRILL

WOOD MEMBERS TO BE IN CONTACT WITH CONCRETE TO BE PROTECTED FROM DECAY AND DAMPNESS WITH MIN. 0.05 MM POLYETHYLENE FILM OR TYPE’S” ROLL ROOFING AS PER OBC DIV ”B” 9.23.2.2 AND 9.23.2.3

- INFORM CITY OF ALL INSPECTION AHEAD OF TIME AND AT EACH STAGE OF CONSTRUCTION

- PROVIDE ALL BRACING, SHORING AND NEEDLING NECESSARY FOR THE SAFE EXECUTION OF THIS WORK

- VERIFY EXISTING SUPPORT SYSTEM, INCLUDING FOUNDATIONS, FOR LOADS IMPOSED BY THE PROPOSED CONSTRUCTION

- MINIMUM BEARING OF WOOD JOISTS 40MM

- MINIMUM BEARING OF STEEL LINTELS 150 MM.

- ALL WOOD USED IN THE CONSTRUCTION SHALL BE SPF NO.1 OR NO.2

- ALL DIMENSIONS AND LOCATIONS TO BE VERIFIED ON SITE PRIOR TO CONSTRUCTION.

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SHIVANG TARIKA 106440
NAME SIGNATURE BCIN

SHIVANG TARIKA

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PROPOSAL TO CONSTRUCT
SECONDARY UNIT AND
BELOW GRADE ENTRANCE
FROM REAR YARD

GENERAL NOTES

CITY : BURLINGTON

3962 THOMAS ALTON BOULEVERD

EXISTING DWELLING

PROJECT

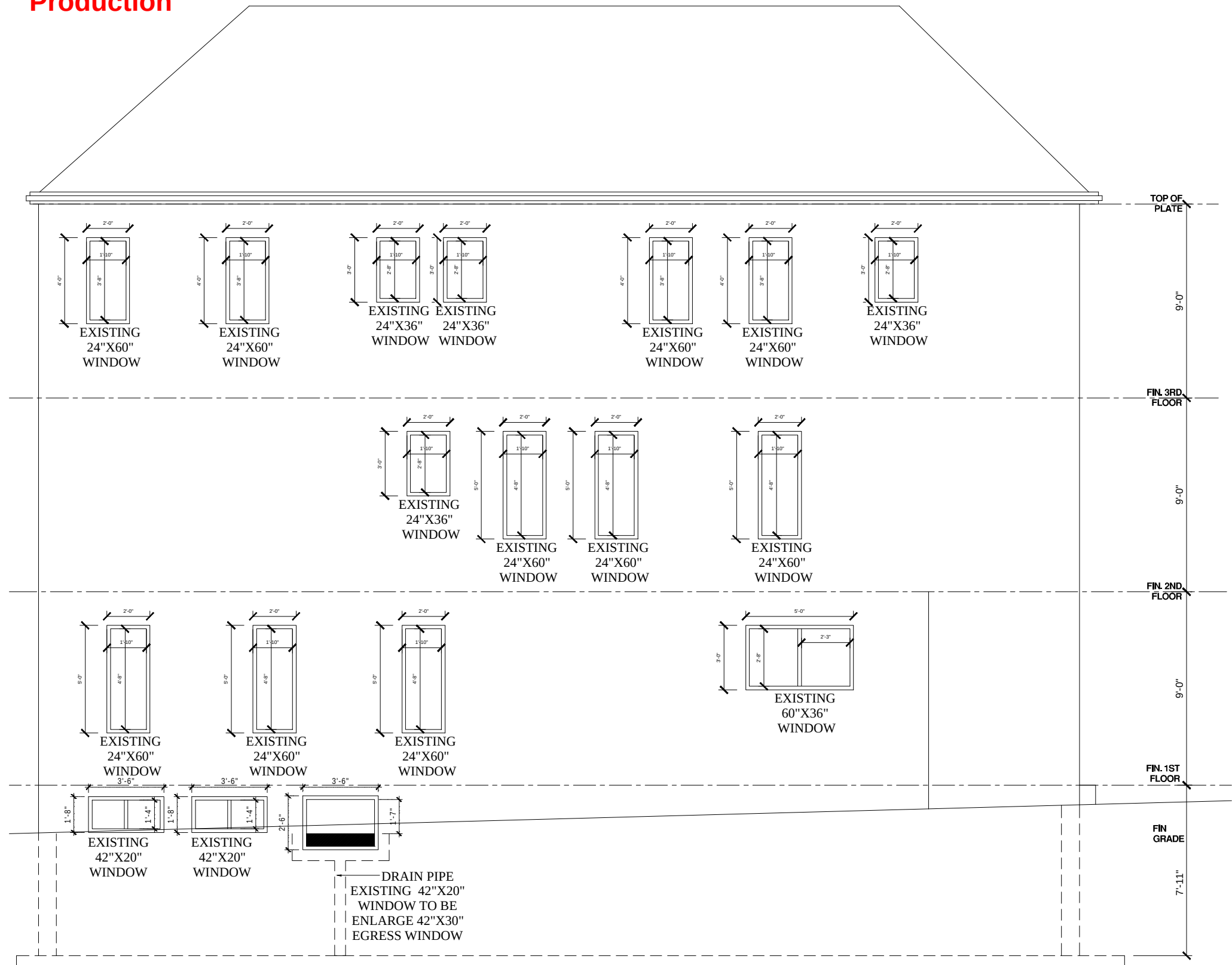
SEP 2025

SCALE 3/16"=1'-0"

SHEET

A6

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LEFT SIDE ELEVATION

SCALE 3/16"=1'-0"

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NAME SIGNATURE BCIN

SHIVANG TARIKA

NO	REVISION / ISSUE	DATE

LEFT SIDE ELEVATION

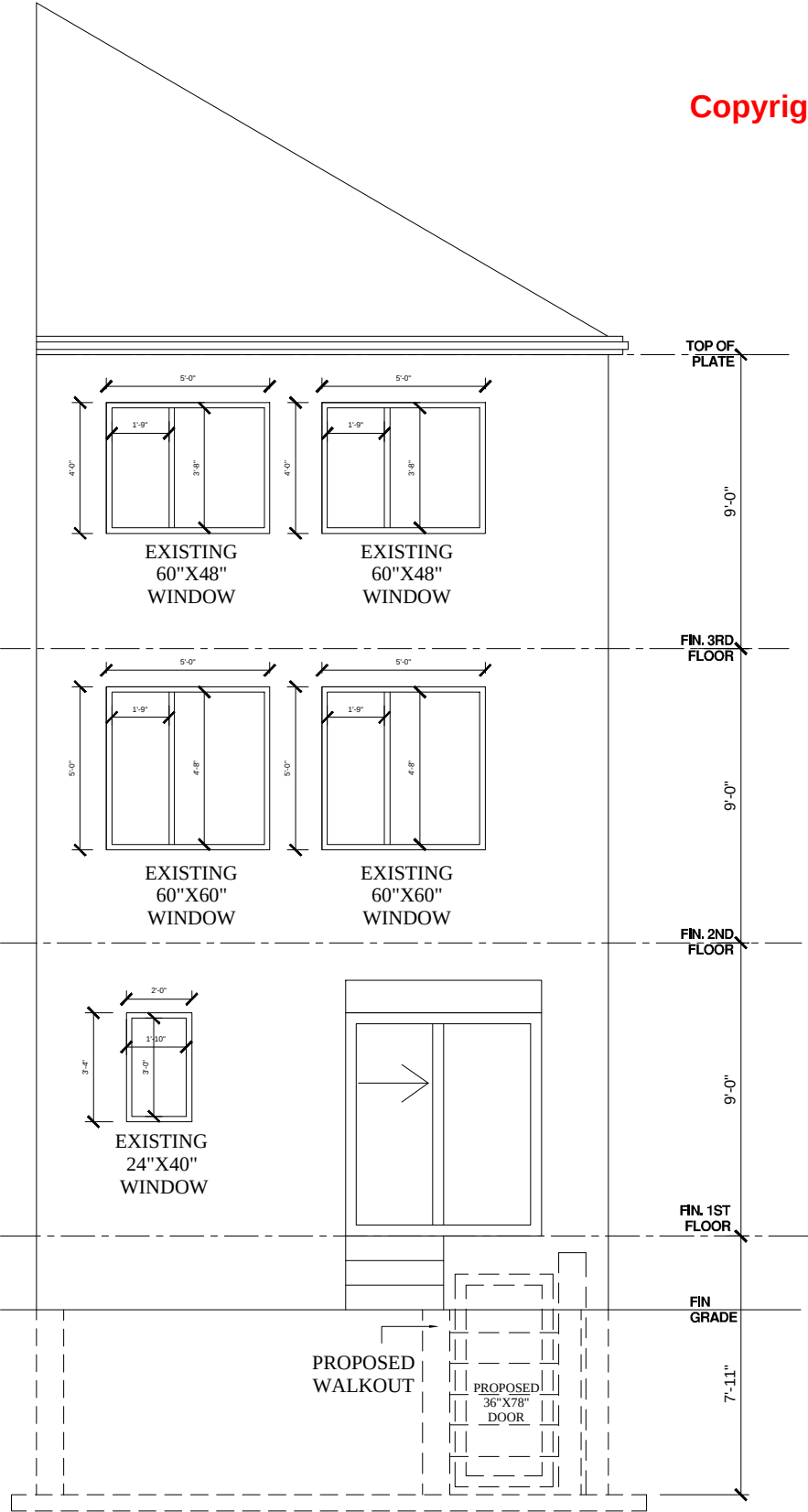
CITY : BURLINGTON

3962 THOMAS ALTON BOULEVERD

EXISTING DWELLING

PROJECT	SHEET
SEP 2025	A7
SCALE 3/8"=1'-0"	

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REAR SIDE ELEVATION
SCALE 3/16"=1'-0"

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NAMESIGNATUREBCIN

SHIVANG TARIKA

NO	REVISION / ISSUE	DATE

REAR SIDE ELEVATION

CITY : BURLINGTON

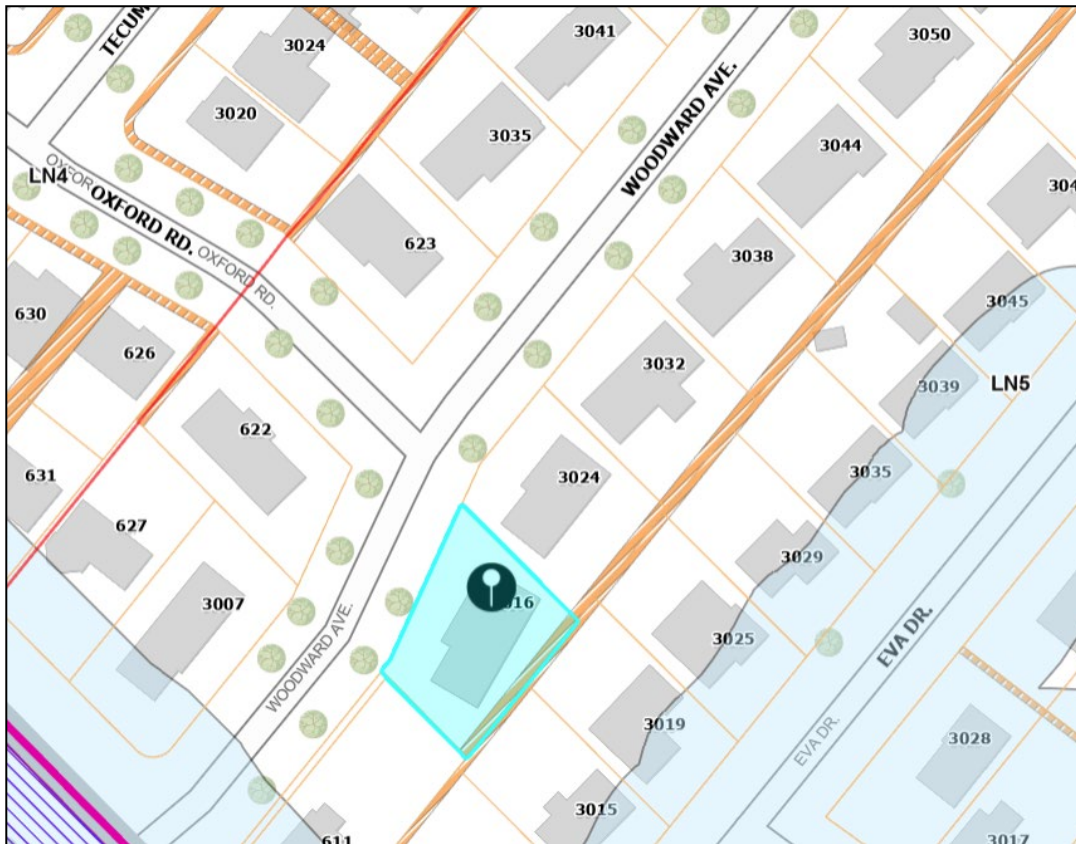
3962 THOMAS ALTON BOULEVERD

EXISTING DWELLING

PROJECT	SHEET
SEP 2025	A8
SCALE 3/16"=1'-0"	

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

Owner(s): Akshay Jankiram Iyer and Deepa Iyer
Address: 3016 Woodward Ave. Burlington
File No. **A-035/26**
Ward: 4



Staff Comments:

Committee of Adjustment

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

Date: September 4, 2026

Prepared By: E. Shacklette

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

Zoning

1) Background information:

The subject property is zoned LN5, Low-Rise Neighbourhood 5, under Zoning By-Law 09-2026, as amended. The LN5 zone requires, among other things, the following:

Table 8: Provisions for Detached Dwellings

	LN5
Minimum Lot Area	680 m ²
Minimum Lot Frontage	18 m
Minimum Front Yard	7.5 m ⁽¹⁾
Maximum Lot Coverage	35% ⁽²⁾
Minimum Rear Yard	9 m ⁽³⁾
Minimum Interior Side Yard	1.8 m ⁽⁴⁾
Minimum Exterior Side Yard	4.5 m ⁽¹⁾
Minimum Front Yard Soft Landscaped Open Space	40%
Maximum Building Height	10 m for a peaked roof or 7.5 m for a flat roof ⁽⁶⁾

Notes:

- (1) The minimum required **front yard** or **exterior side yard** may be reduced to the **established front** or **exterior side yard**, provided there is a minimum **setback** of 1 metre from the **street line**.
- (2) Maximum **lot coverage** on a **lot** with one or more **additional residential units** shall be 45%.
- (3) On a **corner lot** the **rear yard** may be 4.5 metres.
- (4) Where a detached **private garage** is in the **rear yard**, the minimum **interior side yard** leading to the **rear yard private garage** shall be 3 metres.

5.9 Encroachments and Projections

d) Roof overhangs:

- i) **May encroach a maximum of 1 metre into any required yard.**
- ii) Shall maintain a minimum 0.3 metre **setback** from any **lot line**.
- iii) Eavestroughs shall be included as part of the roof overhang.

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

6.7 Driveway Width, Length and Landscaped Open Space Area

- e) Unless otherwise specified in this By-law, the combined maximum width of all hard surfaces (**driveways** plus **walkways**) for all dwelling types except **apartment buildings** shall be:
 - i) For **lot frontage** less than 9 metres in width: 4.5 metres.
 - ii) For **lot frontages** equal to or greater than 9 metres and less than 12 metres in width: 5.5 metres.
 - iii) Notwithstanding the above, for **lot frontages** less than 12 metres in width with a dwelling containing a two-car garage on or before December 14, 2009: 7 metres.
 - iv) For **lot frontages** equal to or greater than 12 metres and less than 18 metres in width: 7.5 metres.
 - v) For **lot frontages** equal to or greater than 18 metres in width: 10 metres.

2) Proposal:

The applicant is proposing the construction of a rear yard addition, second storey addition, and two Additional Residential Units to the existing one storey detached dwelling with an attached garage.

3) Variances required:

1. To permit a rear yard of 3.8 m instead of the minimum required 9 m for a detached dwelling.
2. To permit a roof overhang encroachment of 5.6 m into the required rear yard instead of the maximum permitted 1 m.
3. To permit the combined width of all hard surfaces to be 13 m instead of the maximum permitted 10 m.

4) Notes and conditions:

Condition:

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

Notes:

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

1. Variances have been identified based on the plans submitted for zoning review. If additional variances are identified when a Pre-Building Approval Application 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: September 4, 2026

Prepared By: J. Parker

Site Planning

Site Characteristics	
Lot Frontage (m)	29.81 m
Lot Area (m²)	745.34 m ²
Existing Land Uses (ex. buildings, structures, driveways, fences, etc...)	Detached dwelling, accessory building (shed), accessory structure (deck – to be removed)
Site Grading (ex. Flat and level, significant grade differences)	Flat and level
Notable Site Features	N/A
Surrounding Land Uses (ex. Adjacent building relationships, natural features, notable adjacencies)	Low rise Residential (detached dwellings)
Nearest Major Intersection	Guelph Line and New Street
Neighbourhood Boundaries* *Based on OP, 1997 residential neighbourhood definition	North: Prospect Street East: Cumberland Ave. South: New Street West: Guelph Line

Neighbourhood Characteristics:

- The neighbourhood contains a mixture of low-rise residential development including one-storey and two-storey detached dwellings, two-storey townhouses, apartments and commercial uses located at the corner of major intersections.
- Common exterior cladding includes brick, stone, stucco and siding.
- Lot size and shape is varied and based on the use of the land. Lots that support detached dwellings along Woodward Ave are generally rectangular and there is a consistent pattern of development and front yard alignment along the street.
- Driveways are generally double-width, providing access to single or double front-facing garages.
- The streetscape has a mature residential character, defined by established lawn areas, and mature trees within front yards and near the boulevard that create a landscaped buffer between the street and dwellings.

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

A site visit was conducted on October 6, 2026, and existing on-site conditions are summarized in site photos included in Attachment No. 1 (Site Photos). The proposal includes a second-storey addition, one-storey sunroom addition in rear yard and two Additional Residential Units (ARUs) within the detached dwelling.

1) City of Burlington Official Plan:

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

Yes

Regional Official Plan (2022):

The proposal would facilitate the introduction of two ARU's into the detached dwelling for a total of three units, promoting intensification of existing developed lands while maintaining the low-rise character of the existing neighbourhood. This would meet the general intent and purpose of the Regional Official Plan, 2022 (ROP, 2022) for the following reasons:

- The subject lands are identified within the Urban Area (Map 1) and within the Built Boundary (Map 1h). The Urban Area (Section 72) policies of the ROP identify that the goal is to manage growth in a manner that fosters complete communities, enhances mobility across Halton, addresses climate change, and improves housing affordability, sustainability and economic prosperity.
- Sections 84 to 86 of the ROP further outline that the primary goal for housing in Halton is to ensure it meets the physical, social and economic needs of its residents. More specifically, policy 85(4) says that a key objective is "to make more efficient use of existing developed lands, housing stock and available services to increase the supply of housing while maintaining the physical character of existing neighbourhoods."
- Section 76 of the ROP 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. Given that detached dwellings and ARU's are permitted by the City's Zoning By-law, staff are of the opinion that the requested variances meet the general intent and purpose of the ROP.

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 Official Plan for the following reasons:

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

- The site is designated 'Low-Rise Neighbourhoods I' according to Schedule 'C'/Schedule 'B' (Land Use - Urban Area/Comprehensive Land Use Plan- Urban Planning Area) of the BOP, 1997/BOP, 2020, as amended, which permits ground-oriented, low-density housing, and where compatible infill, small-scale additions, and renovations are encouraged.
- OPA 3, policy 8.7.2(2)(a)(i), permits a total of four units on one parcel, (one main unit and three ARU's). The proposal to establish two ARU's for a total of three units on the property is in accordance with the BOP 2020.
- The proposal meets the general objectives of the Residential Neighbourhood Areas land use designation in the following ways:
 - The proposal represents intensification and an evolution of a neighbourhood area to support population growth in a manner that is compatible within the existing residential neighbourhood. (Chapter 8.3.1 (a), (b))
 - The proposed ARUs encourage the integration of a wide range of housing types and tenures within Residential Neighbourhood Areas, contributing towards meeting the needs of current and future residents at all stages of life and that are attainable at all income levels, and move the city towards the vision for housing in Burlington. (Chapter 8.3.1 (h))
 - The proposal meets general objectives "to encourage innovative housing design that is designed to accommodate additional residential units to support the creation of new rental units... that can create flexibility to respond to the changing needs of a household, at all stage of life." (Chapter 8.3.1 (j))
- In addition to the general objectives of the Residential Neighborhood Areas in the BOP 2020, the proposal meets the general intent and purpose of the BOP 1997 with respect to Housing Supply (BOP 1997 Part III, subsection 2.3) and Housing Affordability (BOP 1997 Part III, subsection 2.4) in the following ways:
 - Policy 2.3.2(h) states the City shall, in co-operation with other orders of government, encourage the provision of a range of housing types, including rental housing, for individuals and families.
 - The provision of additional housing units supports objective 2.4.1(a) of the Housing Affordability section, which is to ensure that a range of housing and tenure types are available to meet the various lifestyle and income group needs of the existing and future population.
 - The proposal also meets the general intent of policy 2.4.2(f) which encourages City Council to establish development standards for residential intensification, re-development and new residential development which minimize the cost of housing and facilitate compact urban form, while maintaining appropriate levels of public health and safety.
- Whereas Part II, Section 8.3.2(1)(a)–(d) of the BOP, 2020 (Low-Rise Neighbourhoods I) directs that new development and additions shall be compatible with the surrounding context and maintain the predominant character of the neighbourhood with respect to height, massing, and setbacks, the proposal is consistent with these objectives in the following ways:

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

-
- The proposed second storey addition maintains a low-rise built form and massing that is consistent with the immediate surrounding neighbourhood, which is characterized by one- and two-storey detached dwellings.
 - The requested reduction to the rear yard and increased roof encroachment are a consequence of the location of the existing dwelling, which has a rear wall located 5.08 metres from the rear property line and a deck located 2.97 metres from the rear property line. The new design maintains the setback of the rear wall, with a new 7.61 square metre enclosed sunroom coming within 3.8 metres of the property line.
 - Although the width of the hard surfaces (driveway and walkway) exceeds the requirements of the Zoning By-law, the width continues to allow for grassed area on either side of the driveway and the hard surfaces would not appear out of character with the width of other hard surfaces located along Woodward Ave which include primarily double width driveways and walkways.
- 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 proposal does not introduce undue massing, overlook, or shadow impacts to adjacent properties, as the addition maintains appropriate separation (approximately 20 m) from the closest dwelling to the rear, 3019 Eva Drive.

Despite the increased width of hard surfaces, the property continues to provide sufficient space for soft landscaping on either side of the driveway. Whereas the front yard area measures 284.7 square metres, less than half (46% or 131.89 square metres) is hard surface area and the remainder is soft landscaping.

2) City of Burlington Zoning By-law 2020:

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

Yes – Variance No.1 (Rear Yard)

Rear yard requirements are intended to ensure adequate separation between buildings, provide sufficient private outdoor amenity space, and maintain compatibility with neighboring properties. The requested minor variance to permit a rear yard of 3.8 m instead of the minimum required 9 m for a detached dwelling is consistent with this intent for the following reasons:

- The existing dwelling is positioned on an angle relative to the property line. The east corner of the existing dwelling has a rear yard of 8.19 m and the south

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

corner has a setback of 5.08 m. The proposed second storey addition would be constructed in alignment with the existing dwelling and would therefore maintain the existing yards.

- The one-storey sunroom addition would maintain a yard of 3.8 m at its closest point. The sunroom addition is limited in terms of height (one-storey) and floor area (7.61 m²) and would only project 1.83 m from the rear wall of the dwelling.
- In staff's opinion, the remaining rear yard space is sufficient outdoor amenity area for the residents and provides room for maintenance and circulation around the home from within the property boundary.
- There are windows on the proposed second storey, which will have some overlook into the backyards of 3015 and 3019 Eva Drive. In the compatibility definition under OP, 1997, the test for impacts is whether they are "undue" adverse impacts, commonly defined as "more than is reasonable, necessary, or acceptable". Views to neighbouring yards are mitigated by mature trees, and the small size of rear-facing windows. The building height also complies with the Zoning Bylaw, which also contributes to overlook impacts being within reasonable limits for the zone.
- Massing impacts are not anticipated given the spacing between dwellings and given that the overall height of the dwelling will be 8.69 m which is lower than the maximum building height of 10 m.

Yes – Variance No.2 (Roof overhang encroachment)

The general intent and purpose of the encroachment provisions is to ensure that any projections (e.g. roof, canopy) remain minor and subordinate to the main building wall and minimize potential impacts on adjacent properties in terms of massing and spatial separation. The requested minor variance to permit a roof overhang encroachment of 5.6 m into the required rear yard instead of the maximum permitted 1 m maintains the general intent and purpose of this provision for the following reasons:

- The proposed roof overhang of the sunroom addition is 0.31 m deep which is considered to be the width of an average overhang.
- Given that a rear yard of 9 m is required and a 1 m encroachment is permitted into the required yard, an 8 m setback between the roofline and rear property line is required. In this case, the positioning of the sunroom addition creates a 3.8 m rear yard, and the roof overhang would maintain a 3.45 m rear yard (5.55m encroachment rounded to 5.6 m).
- Staff are satisfied that the requested increased encroachment is the result of the reduced rear yard of the one-storey sunroom addition, and does not facilitate an over scaled architectural element.
- The encroachments do not impact the function of the rear yard in providing adequate separation from adjacent dwellings fronting Eva Drive.

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

Yes – Variance No. 3 (Width of Hard Surfaces)

The general intent and purpose of the width of hard surfaces provision is to ensure that front yards maintain an appropriate proportion of hard surface areas and soft landscaping. These provisions are intended to preserve the streetscape character, support stormwater infiltration, maintain opportunities for tree planting, and prevent excessive paving within residential neighbourhoods. The proposed minor variance to permit the combined width of all hard surfaces to be 13 m instead of the maximum permitted 10 m is consistent with this intent for the following reasons:

- It should be noted that the proposed 13 m width of the walkway and driveway reflects the widest part of the driveway (10.71 m) and the widest portion of the walkway (1.94 m). However, the driveway is 7.36 m wide at the property line and the majority of the sidewalk is 1.2 m wide.
- Based on aerial photos, the existing driveway was modified sometime between 2021 and 2023. The driveway maintains a 7.36 m width at the property line and widens to accommodate three vehicles in the front yard. Three parking spaces are required to accommodate the detached dwelling and two proposed ARU's.
- The design of the driveway allows for grassed areas on either side of the driveway. At the property line, the grassed area is 6.3 m wide on northeast side of the driveway and 18.8 m wide on the southeast side of the driveway. These grassed areas help balance the hard surface area, creating the perception of additional soft landscaping area at the property line.
- In the opinion of staff, the extent of the grassed area demonstrates a sufficient balance between hard surfaces and soft landscaping and in the increased width of hard surfaces would not appear out of place in the context of Woodward Ave.

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 requested minor variances are desirable for the appropriate development and use of the land for the following reasons:

- The variances support the introduction of two ARUs, for a total of three units in the house, making efficient use of the land and increasing the mix of housing options in accordance with Provincial, Regional and City housing goals and objectives.
- Variances 1 and 2 would facilitate a second storey addition and smaller one-storey sunroom addition (with roof encroachment) that remain compatible with the surrounding built form while enhancing the functionality of the existing dwelling.
- Variance 3 would not detract from the streetscape given that significant grassed areas will remain.

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

4) Minor in Nature:

Is the proposed minor variance(s) from the zoning by-law considered minor in nature?

Yes

The requested minor variances are minor in nature for the following reasons:

- The variances would not result in any undue adverse impacts on the subject property, adjacent properties, or the overall neighborhood.
- Except for the requested adjustments to rear yard setback and encroachment and width of hard surfaces, the proposal complies with the provisions of the applicable zoning (i.e. front and side yards, height, lot coverage), thereby maintaining compatibility with the surrounding neighbourhood.

Cumulative Effects of Multiple Variances and Other Planning Matters:

Variance No.'s 1 and 2 have the following cumulative effect:

- The combined effect of the variances would allow a one-storey sunroom addition and second storey addition to be constructed closer to the rear property line than would otherwise be permitted. Staff are of the opinion that the cumulative effect of the variances is acceptable given that the overall massing of additions are appropriate in the context of the two-storey dwelling and surrounding neighbourhood.

Recommendation:

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

Date: October 7, 2026

Prepared By: Melissa Dalrymple, MCIP, RPP

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

Report Schedules & Attachments:

Attachment No. 1 (Site Photos)



View of subject lands from Woodward Ave.



View of south side yard from rear yard.



View of driveway from Woodward Ave.



View of rear yard.

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**



View of neighbouring property 3024 Woodward Ave.



View of property across the street, 622 Oxford Rd.

Technical Reviewer Comments:

Development Engineering

Development Engineering has reviewed the proposed minor variances and has no objections. Changes to the plans may be required during the Grading and Drainage Clearance Certificate review.

Date: September 10, 2026

Prepared By: D. Savelli

Forestry

Forestry has reviewed the application and has no objection to the proposed minor variance(s) and provides the following advisory comment(s) to the applicant:

Advisory Comments:

1. There are neighbouring trees that appear to be of regulated size existing along the rear property line. Any works within the minimum tree protection zone of neighbouring trees will require a letter of consent and a tree permit.
2. 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: September 23, 2026

Prepared By: J. Lee

Building

1. A Building Permit is required for all building construction;

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

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: October 13, 2026

Prepared By: Ebtessam Mahrous

Transportation Planning

Deemed Road Width Analysis

Woodward Avenue is under the authority of the City of Burlington and the deemed right-of-way width is 20 metres. The right of-way adjacent to the subject site is approximately 20 metres therefore no additional lands are required.

Date: June 19, 2026

Prepared By: Thalia Thompson

Transportation Planning support the proposed minor variance application, and the parking requirements for the two additional residential units (ADU). Only one shared parking stall is required for the two ADUs, in addition to the two parking stalls required for the principal dwelling (one of which may be provided in the garage). The proposal provides three parking stalls in the existing driveway and one in the garage, which satisfies the overall parking requirement.

Date: October 8, 2026

Prepared By: D. Napoli

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: September 8, 2026

Prepared By: L. Bray

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

Agency Comments:

Halton Region

Regional Contaminated Sites Database:

In order to maintain the Region's Contaminated Sites Database, Regional staff request final copies of all environmental reports (if applicable) including: Geotechnical Studies, Hydrogeological Studies, Phase One and/or Two Environmental Site Assessments, Remediation Reports, Risk Assessments, Record of Site Condition (RSC), and/or Certificate of Property Use (CPU).

Regional Staff have reviewed the Minor Variance application proposing the construction of a rear yard addition, second storey addition, and two Additional Residential Units to the existing one storey detached dwelling with an attached garage. Variances are requested to the minimum required rear yard setback, roof overhang encroachment, and maximum permitted combined width of all hard surfaces.

- 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.
- Staff have reviewed the application from the Region's Source Water Protection requirements. In accordance with the MOU and to ensure protection of groundwater sources, Halton Region provides the following comments:
 - The property is located within the jurisdiction of the Halton-Hamilton Source Protection Plan (SPP). The Halton-Hamilton SPP can be accessed online at: <http://www.protectingwater.ca/>
 - The property is located in Highly Vulnerable Aquifer (VS=6).
 - Based on the information provided by the applicant, this application is not subject to Section 59 under the Clean Water Act, 2006. Therefore, this application can proceed from a Source Water Protection perspective and Section 59 notice will not be required.
 - Attached to these comments is a factsheet for the applicant, regarding the Source Water Protection program and the important role landowners play in protecting drinking water sources.
- In accordance with the MOU and to ensure that Regional waste collection services can be provided in a safe and cost-effective manner, the application has been reviewed against the Region's Development Design

**COMMITTEE OF ADJUSTMENT
MINOR VARIANCE
STAFF REPORTS**

Guidelines for Source Separation of Solid Waste. Staff offer the following comments.

- Recycling collection, under O. Reg 391/21 is the responsibility of the producers effective January 1, 2026. For more information, please visit rpra.ca or www.circularmaterials.ca/ON.
 - Please note that Regional Waste Management comments are based on the current state of Halton Region levels of service available at the time of these comments being provided. Levels of service are subject to budget and Council approval.
 - Starting in April 2027, the approved waste collection service level will include the collection of one (1) wheeled cart for garbage and one (1) wheeled cart for organics at all eligible low to medium density households
 - If additional waste collection (garbage and organic) is required for the additional unit, the applicant should contact Regional waste services once construction is completed and the units are 90% occupied. The applicant will be required to provide:
 - Documentation (e.g., an inspection report) to confirm the number of legal units constructed. This will be required to ensure additional waste permissions may be secured for the proposed units.
 - Confirmation of adequate space for waste storage for each unit.
 - Occupants will be required to place waste curbside at the frontage of each unit. Occupants of the ARUs should be made aware of this arrangement/the above requirements prior to purchasing/renting.
- Regional Staff have no objections to the Minor Variance application.

Date: September 29, 2026

Prepared By: Navjot Kaur

Burlington Hydro

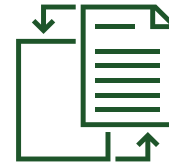
Comments were not received by the date this report was published. The applicant is responsible for following up with Burlington Hydro to satisfy any requirements they may have.

Source Water Protection Factsheet

halton.ca

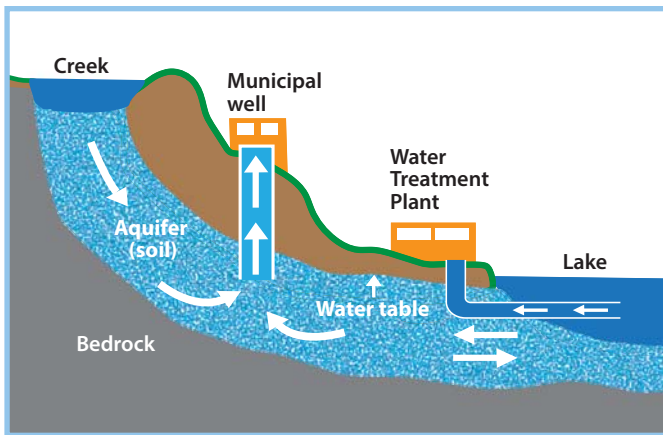


Planning and Building Applications



Sources of drinking water

Sources of drinking water include groundwater from underground aquifers and surface water from streams, rivers and lakes. These water sources are used to supply municipal drinking water systems and private wells in Halton Region, as illustrated below.



Protecting Halton's drinking water

To ensure the consistent delivery of safe and high quality drinking water to our residents and businesses, Halton Region uses a proactive multi-barrier approach to safeguard our municipal drinking water. Under the *Clean Water Act, 2006*, the very first barrier in this approach is **Source Protection**.



Source water protection and Planning/Building Applications

Under the *Clean Water Act, 2006*, additional protection of these drinking water sources from potential contamination or overuse is provided through the mandatory implementation of approved Source Protection Plans. These Plans contain policies to protect municipal sources of drinking water in certain **vulnerable areas**.

Planning/building applications on properties located within **vulnerable areas** may be subject to Source Protection Plan policies if they propose activities identified as significant drinking water threats that may potentially contaminate or overuse municipal drinking water sources such as:

- Applying, handling and storing road salt and snow storage.
- Handling and storing fuels, solvents, hazardous waste and other related chemicals.
- Activities that reduce return of water into the ground.
- Applying, handling, and storing pesticides, fertilizers, agricultural and non-agricultural materials.
- Activities that take water without returning it to the same water source.
- Installing or modifying septic and other sewage systems.
- Use of land for livestock yards and/or pasturing.

Is my property in a vulnerable area?

Applicants can contact their local municipal Planning and Building Departments or Halton Region's Source Protection Office to obtain this information prior to submitting an application. To find out if your property falls within a vulnerable area, such as a wellhead protection area or surface water treatment plant intake zone, visit **halton.ca** or call 311.

Did you know? Compliance with Source Protection Plans is applicable law in the Planning Act and the Ontario Building Code when the property is located in a vulnerable area.

How is my application reviewed?

Municipalities have developed tools to determine whether your application may be subject to Source Protection Plan policies, such as the **Source Protection Checklist** (available at local municipal building/ planning service desks). If the subject property is located in a vulnerable area, applicants will be requested to complete and submit this single page checklist along with other supporting documentation (drawings, details, etc.).

Staff will review the submission and communicate any Source Water Protection requirements to the applicant. In some cases, additional information regarding the proposed activity may be requested to complete the review process.

Step 1

Local municipal staff circulate applications (including Source Protection Checklist) within vulnerable areas to Halton Region's Source Protection Office



Step 2

Halton Region staff will communicate results of Source Protection assessment to applicant and local municipal staff



What do I need to do to comply with Source Water Protection?

Some activities will be managed through traditional methods such as Environmental Compliance Approvals, Permits-To-Take-Water, Nutrient Management Plans and Nutrient Management Strategies. However, depending on the level of risk associated with the proposed activities, some may be prohibited as proposed or require other supporting documents such as:

- Risk Management Plans (see Risk Management Plan fact sheet)
- Site-Specific Salt Management Plans
- Water Balance Assessments
- Hydrogeological Assessments

Where proposed activities are prohibited or regulated through Source Water Protection, municipal staff will provide applicants with detailed feedback regarding what is required.

Did you know? For planning/ building applications located in vulnerable areas, a notice to proceed is required from Halton Region's Risk Management Official before applications are processed.



For more information, visit halton.ca, email sourcewater@halton.ca or call 311.

RETHINK
WATER



Enjoy Conserve Protect



NOTICE OF PUBLIC HEARING

Akshay Jankiram Iyer and Deepa Iyer of 3016 Woodward Ave. Burlington, have applied to the Committee of Adjustment for a Minor Variance to the requirements of Zoning By-law 09-2026, as amended. The property in question is **3016 Woodward Ave. Burlington** (see map).

The applicant is proposing the construction of a rear yard addition, second storey addition, and two Additional Residential Units to the existing one storey detached dwelling with an attached garage. This results in the following variances:

1. To permit a rear yard of 3.8 m instead of the minimum required 9 m for a detached dwelling.
2. To permit a roof overhang encroachment of 5.6 m into the required rear yard instead of the maximum permitted 1 m.
3. To permit the combined width of all hard surfaces to be 13 m instead of the maximum permitted 10 m.

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 **October 19, 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 NOVEMBER 4, 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 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

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

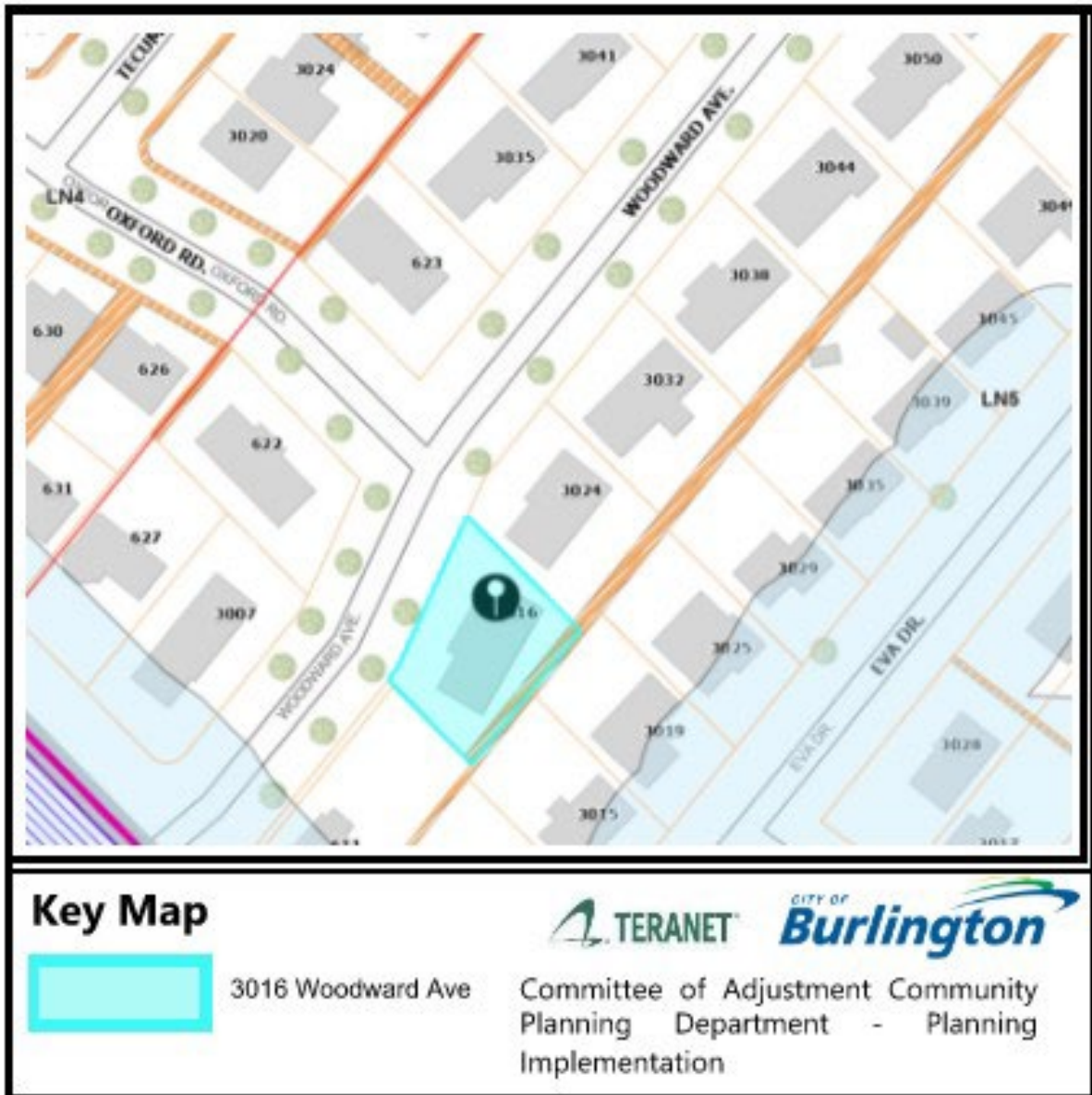
Yours truly,



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



Aug 07, 2026

To,

Zoning Department

City of Burlington

Sub: Application# A-035/26

Dear Sir,

This is the response to the deficiency letter dated Jul 31, 2026.

General:

1. All drawings are dimensioned in metric or metric conversions.

Confirm Building Height:

1. Established grade identified by Ontario Land Surveyor. Copy of Survey attached.
2. Overall dwelling height provided on all elevations.

Site Plan Page A0.01:

1. Easement labelled.
2. Building depth provided.
3. Lot Coverage calculation provided.
4. Required Parking Spaces corrected.
5. Driveway width at widest dimension provided.

Floor Plans:

1. Units labels corrected.
2. Proposed Sunroom walls labelled.

Elevation:

1. Roof overhang dimensions provided.
2. Sunroom addition and deck provided on each elevation.

Thanking you,

Sincerely,



Ravinder Singh

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: Mariana Da Silva

Name of Zoning Examiner: Nataliya Yatsenko

PROPERTY INFORMATION

Municipal Address(es) of property:

3016 WOODWARD AVE.

Legal Description of property:

LOT 28 PLAN 1081

Official Plan Designation: Low Rise Neighbourhoods Current Zoning Designation LN5

OWNER(S) INFORMATION:

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

AKSHAY IYER AND DEEPA IYER

Mailing Address: [REDACTED] City: [REDACTED]

Postal Code: [REDACTED] 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:

RAVINDER SINGH

Business Address: 257 DERRY RD. W. City: MISSISSAUGA

Postal Code: L5W 1G3 Home Phone: Mobile Phone: [REDACTED]

Work Phone: 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.

PROPOSED SECOND STOREY ADDITION ON EXISTING DWELLING UNIT AND SINGLE STOREY SUNROOM ADDITION IN REAR YARD

Variance(s) Requested	Zoning Bylaw Requirement
REAR YARD SETBACK OF 5.08 m FOR SECOND STOREY ADDITION	REQUIRED 9 m
REAR YARD SETBACK OF 3.80 m FOR SUNROOM ADDITION	REQUIRED 9 m

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 PROPOSED SUNROOM ADDITION AND SECOND STOREY ADDITION DO NOT SUBSTANTIALLY ENCROACH INTO REAR YARD.

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

EXISTING HOUSE ITSELF DOES NOT MEET THE REQUIRED 9 m REAR YARD SETBACK

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

YES

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

YES

PROPERTY DETAILS (please complete all fields):

Date property purchased: MAY/31/2020 mmm/dd/yyyy	Date property first built on: 1960 mmm/dd/yyyy	Date of proposed construction: OCT/01/2026 mmm/dd/yyyy
--	--	--

Existing Use of the Subject Property (check one):

Detached Dwelling ☒ Semi-Detached Dwelling ☐
 Townhouse Dwelling ☐ Street Townhouse Dwelling ☐
 Apartment ☐ Mixed Use ☐ Hi Rise ☐
 Commercial ☐ Industrial ☐ Vacant ☐
 Other ☐

Length of time the existing uses of the subject property have continued:

66 YRS

Proposed Use of the Land:

THREE UNIT DWELLING

Existing Uses of Abutting Properties (check all that apply)

Residential ☒ Commercial ☐ Industrial ☐ Multi-Residential ☐ Vacant ☐ Hydro right of-way ☐
 Railway right-of-way ☐ Provincial Highway ☐ Park ☐ Other ☐
 Conservation Halton Lands: Lake Ontario ☐ Creek ☐ Storm Water Management Pond/Channel ☐
 Ravine ☐

Additional Information

Is liquor sold on site? Y ☐ or N ☒

Is the property on the Municipal Cultural Heritage Register for the City of Burlington? Y ☐ N ☒
 Unknown ☐

Type of Access to the Subject Lands

Provincial Highway ☐ Municipal Road ☒ Private Road ☐ Water ☐ Other(specify) ☐

Municipal Services Provided

Water	☒	If not available, by what means is it provided:	
Sanitary Sewers	☒	If not available, by what means is it provided:	
Storm Sewers	☒	If not available, by what means is it provided:	

IS THE SUBJECT LAND(S) THE SUBJECT OF ANY OF THE FOLLOWING DEVELOPMENT APPLICATIONS:

☐ Official Plan Amendment ☐ Zoning By-law Amendment ☒ Building Permit
☐ Site Development Plan ☐ Plan of Subdivision ☐ Previous Minor Variance ☐ 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 ☐ N ☒
Frontage	Depth	Area	Actual	Deemed	Required		
29.81 m	28.54 m	745.34 SQM	20m	20m	20m	27.66 %	

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) 293.51	M ²	Ground Floor Area (incl. attached garage) 475.70	M ²
Gross Floor Area: 256.19	M ²	Gross Floor Area: 438.38	M ²
Number of Storeys: 1		Number of Storeys: 2	
Width: 9.75	M	Width: 9.75	M
Length: 20.65	M	Length: 20.65	M
Height: 5.08	M	Height: 9.01	M
Garage/Car Port		Garage/Car Port	
Detached? Y ☐ N ☒		Detached? Y ☐ N ☒	
Gross Floor Area: 31.50	M ²	Gross Floor Area: 31.50	M ²
Width: 5.63	M	Width: 5.63	M
Length: 5.58	M	Length: 5.58	M
Height: 3.08	M	Height: 3.08	M
Accessory Structures (Shed, Gazebo, etc)		Accessory Structures	
Gross Floor Area: 9.93	M ²	Gross Floor Area: 9.93	M ²
Width: 2.68	M	Width: 2.68	M
Length: 3.74	M	Length: 3.74	M
Height: 2.74	M	Height: 2.74	M
Other (pool, additional sheds, decks, driveways, etc.)		Other	
Gross Floor Area: 2.73	M ²	Gross Floor Area: 2.73	M ²
Width: 3.66	M	Width: 1.29	M
Length: 6.09	M	Length: 2.13	M
Height: 0.63	M	Height: 0.63	M
LOCATION of all existing and proposed buildings and structures			
EXISTING		PROPOSED	
Front: 7.21	M	Front: 7.21	M
Rear: 5.08	M	Rear: 3.80	M
Side/Street Side: R - 5.64	M	Side/Street Side: R - 2.71	M
Side/Other Side: L - 3.00	M	Side/Other Side: L - 3.00	M

EXEMPTION FROM NEW SURVEY REQUIREMENT

Minor additions to an existing dwelling or for a proposed accessory building or structure (i.e., deck, driveway, pergola, shed), may be exempt from having to provide a new survey. Please refer to Page 3 of this application package for more details. Minor Variances with concurrent Consent applications require a new survey.

Applicant/Owner:
 RAVINDER SINGH

Property Address:
 3016 WOODWARD AVE

1. I, RAVINDER SINGH In my capacity as AGENT do attest to the following:
 Print Name (Owner or agent)

Please complete Section A, B, or C

A. The OLS survey/sketch of survey dated DEC/18/2024
 has been revised by: AK\$M SURVEYING LTD.
 (Person or Company Name)
 OR

B. The site plan, architect's plan or engineer's plan dated mmm/dd/yyyy
 has been revised by: (Person or Company Name)
 OR

C. The sketch or plot plan** dated mmm/dd/yyyy
 **Accepted for applications involving variances for Uses only.
 was prepared by: (Person or Company Name)

2. All structures, measurements, setbacks and boundaries of the property are shown accurately as of: MAR/20/2026
 mmm/dd/yyyy

3. The material submitted shows all measurements in metric, as calculated/converted by: RAVINDER SINGH
 (Person or Company Name)

4. Should the need arise during application processing for an new OLS survey, the applicant/agent agree to provide the survey as required by Committee or city staff in order to receive a decision on the application.

Signature of Owner/Applicant

JUN/01/2026

Date (mmm/dd/yyyy)

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

AKSHAY IYER

Property Address

3016 WOODWARD AVE.



Signature of Owner/Applicant

JUN/02/2026

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: RAVINDER SINGH

I, RAVINDER SINGH of the REGION of PEEL in the CITY
(print name) (Region/City/County) (City/Town/Township)

of MISSISSAUGA 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 Mississauga in the Region of Peel
(Region/City/County) (City/Town/Township)

this 3 day of June 20 26

Alexander John Steigle Davies, a Commissioner, etc.,
Province of Ontario, for the
Corporation of the City of Mississauga.
Expires March 12, 2027.



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: 3016 WOODWARD AVE.

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

AKSHAY IYER



Print Name

OWNERS AUTHORIZATION

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

I, AKSHAY IYER & DEEPA IYER being the registered owner of the subject lands, hereby
(print name)

Authorize RAVINDER SINGH to prepare, submit and act on my behalf with respect to this
(print agent name)
application for a Minor Variance.



Signature of Owner

JUN/02/2026

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.

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.	Select (✓)
LEGAL SURVEY (must be prepared and signed and dated by an Ontario Land Surveyor) * For new development, a Proposed Building Plan stamped by an Ontario Land Surveyor or Professional Engineer may be required.	☒
OR	
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.	☐
AND	
PLAN and ELEVATION DRAWINGS which include the following as applicable: (Missing details or illegible drawings will be sent back to the applicant for correction)	☒
SITE PLAN ☒ Metric Scale ☒ North Arrow ☒ Frontage ☒ Depth ☒ Lot Area ☒ Lot Coverage ☒ Deemed Street Line ☒ Existing Front Yard Setbacks ☒ Existing Rear Yard Setbacks ☒ Existing Side Yard Setbacks ☐ Existing Street Side Yard Setbacks ☒ Existing Porch, Stairs and Overhang Setbacks ☒ Proposed Front Yard Setbacks ☒ Proposed Rear Yard Setbacks ☒ Proposed Side Yard Setbacks ☐ Proposed Street Side Yard Setbacks ☒ Proposed Porch, Stairs and Overhang Setbacks ☐ Streets (Public and Private) ☒ Street Names ☒ Parking (Dimensioned spaces, Driveway Width, Arrangement) ☐ Railways (Location of them and setbacks to structures) ☐ All Watercourses and/or Conservation Halton Areas(creeks, lakes, etc)	

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

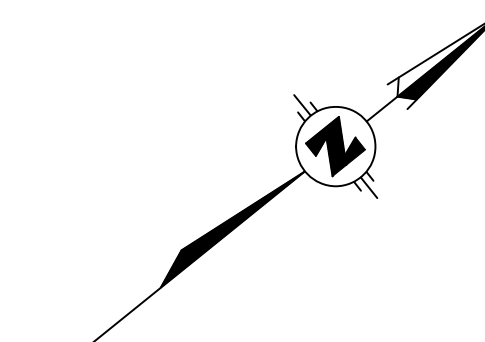
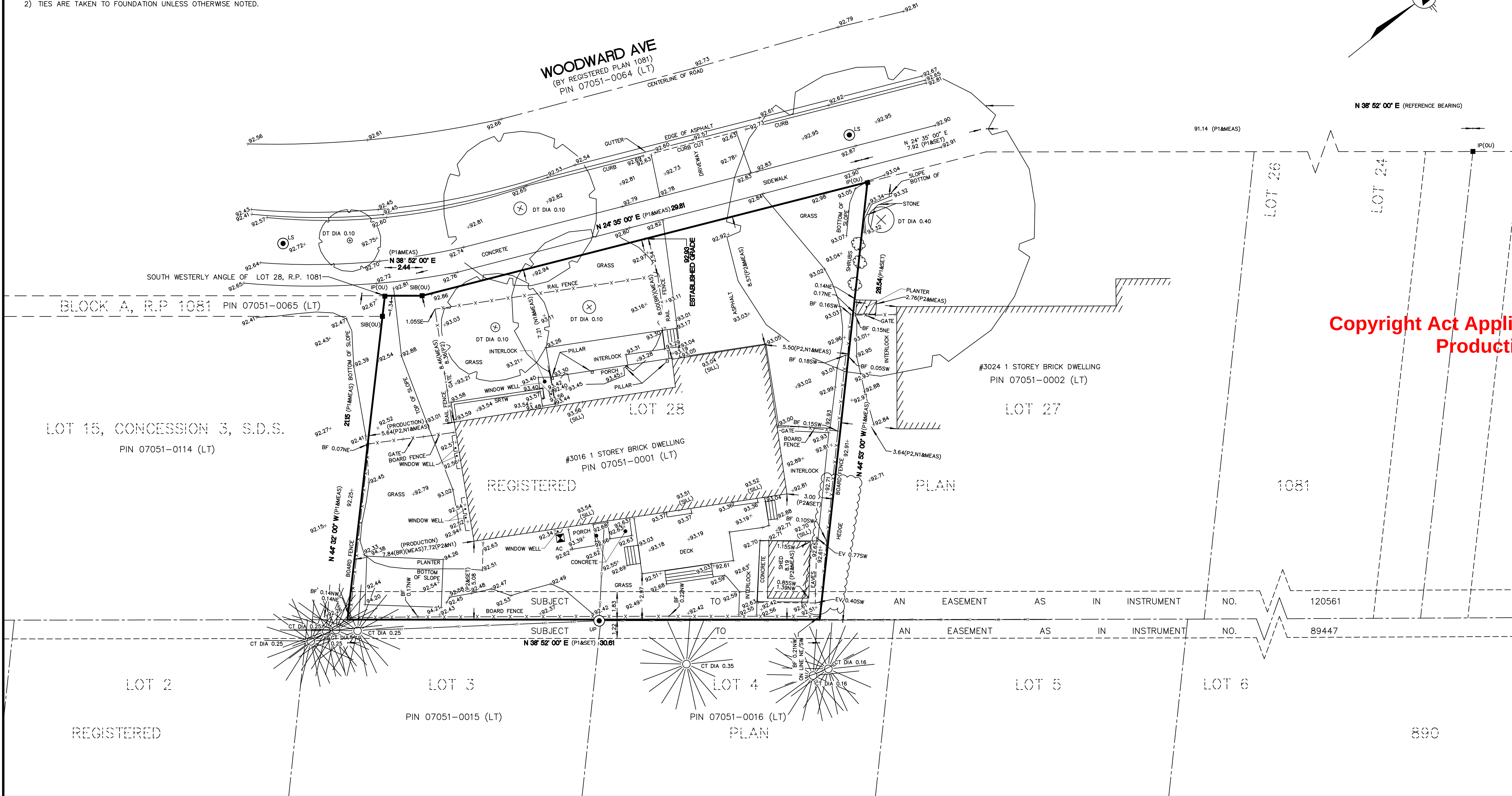
JUN/02/2026

Date (mmm/dd/yyyy)

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

NOTES

- 1) BEARINGS ARE ASTRONOMIC, AND ARE REFERRED TO THE SOUTHEASTERLY LIMIT OF WOODWARD AVENUE HAVING A BEARING OF N38°52'00"E AS SHOWN ON P1
- 2) TIES ARE TAKEN TO FOUNDATION UNLESS OTHERWISE NOTED.



SURVEYOR'S REAL PROPERTY REPORT
PART 1
PLAN OF SURVEY OF
ALL OF **LOT 28**
REGISTERED PLAN No. 1081
TOWN OF BURLINGTON



THE INTENDED PLOT SIZE OF THIS PLAN IS 914mm IN WIDTH BY 427mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:150

© COPYRIGHT 2024, AK&M SURVEYING LTD.

PART 2: SURVEY REPORT

- DESCRIPTION OF LAND:
LOT 28, REGISTERED PLAN 1081
- REGISTERED EASEMENTS AND/OR RIGHTS-OF-WAY
PROPERTY IS SUBJECT TO AN EASEMENT AS IN INST. No. 120561
- BOUNDARY FEATURES
FENCES AND OVERHEAD HYDRO WIRE AND THEIR RELATIONSHIP TO THE PROPERTY LIMITS ARE SHOWN ON THE FACE OF THE PLAN
- COMPLIANCE WITH MUNICIPAL ZONING BY-LAWS:
PLAN DOES NOT CERTIFY ZONING COMPLIANCE

BENCHMARK NOTE

ELEVATIONS SHOWN ON THIS PLAN ARE RELATED TO GEODETIC DATUM AND ARE DERIVED FROM THE CITY OF BRAMPTON BENCHMARK NO.042100306 HAVING A PUBLISHED ELEVATION OF 184.414 METRES.

LEGEND

■	DENOTES	FOUND MONUMENT
□	DENOTES	PLANTED MONUMENT
CC	DENOTES	CUT CROSSES
IP	DENOTES	IRON PIPE
IBØ	DENOTES	ROUND IRON BAR
OU	DENOTES	ORIGIN UNKNOWN
CALC	DENOTES	CALCULATED
MEAS	DENOTES	MEASURED
WIT	DENOTES	WITNESS
PROD	DENOTES	PRODUCTION
P1	DENOTES	REGISTERED PLAN 1081
P2	DENOTES	SKETCH OF SURVEY BY SEWELL & SEWELL, O.L.S., DATED: SEPTEMBER 22 ND , 1961
N1	DENOTES	FIELD NOTES BY SEWELL & SEWELL O.L.S., FILE NO: 61-402-L28
AC	DENOTES	AIR CONDITIONER
BR	DENOTES	BRICK
BF	DENOTES	BOARD FENCE
CB	DENOTES	CATCH BASIN
CLF	DENOTES	CHAIN LINK FENCE
RF	DENOTES	RAIL FENCE
CT	DENOTES	CONIFEROUS TREE
DT	DENOTES	DECIDUOUS TREE
EV	DENOTES	EAVES TROUGH
LS	DENOTES	LIGHT STANDARD
SRTW	DENOTES	STONE RETAINING WALL
-OH-	DENOTES	OVERHEAD HYDRO

SURVEYOR'S CERTIFICATE

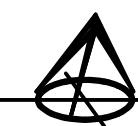
I CERTIFY THAT:

- 1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- 2) THE SURVEY WAS COMPLETED ON 13TH DAY OF DECEMBER, 2024

DECEMBER 18TH 2024
DATE

K. Athiththan
ATHITHTHAN KANAGANAYAGAM
ONTARIO LAND SURVEYOR

ASSOCIATION OF ONTARIO
LAND SURVEYORS
PLAN SUBMISSION FORM
V-89013



THIS PLAN IS NOT VALID
UNLESS IT IS AN EMBOSSED
ORIGINAL COPY ISSUED BY
THE SURVEYOR
In accordance with Regulation
1026, Section 29(3)

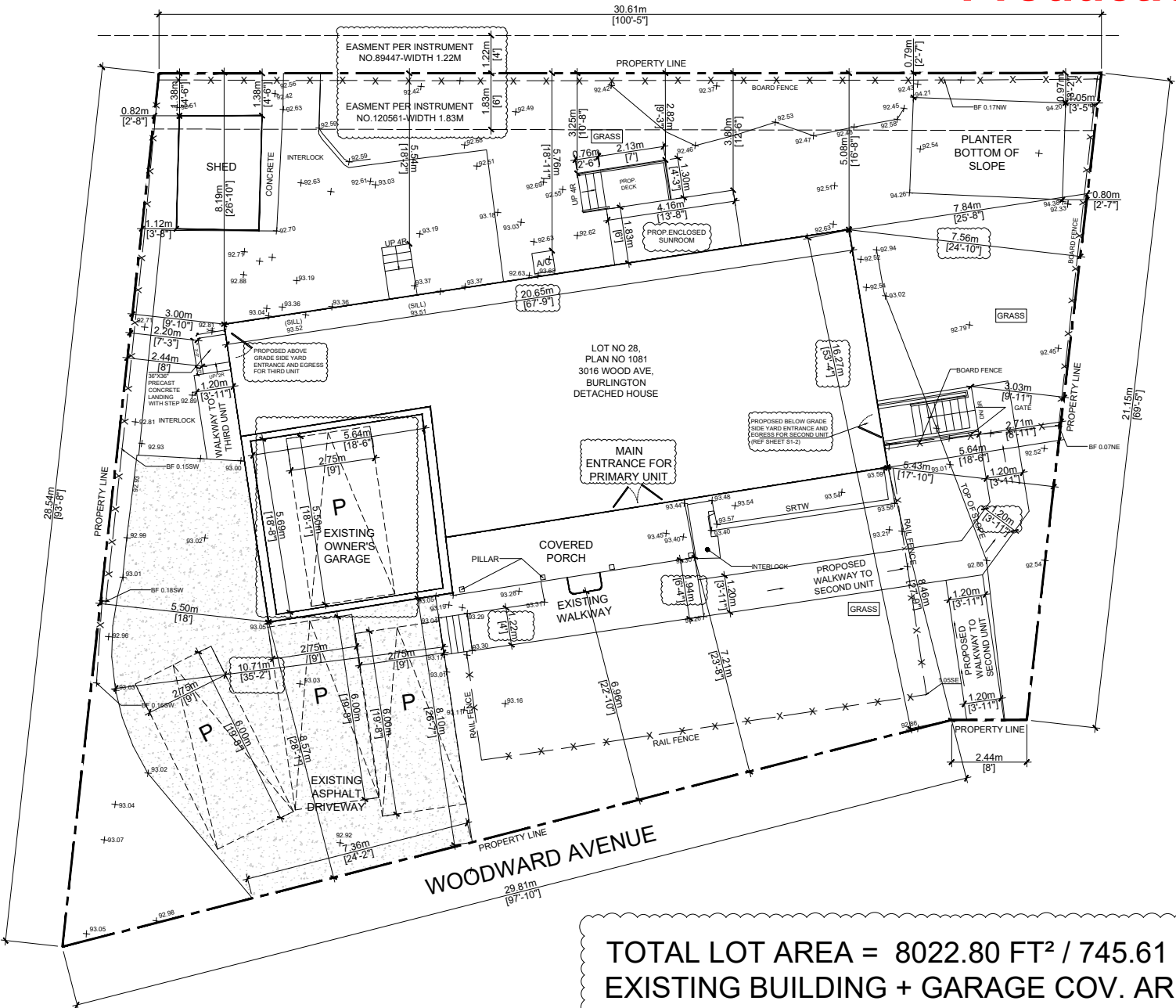
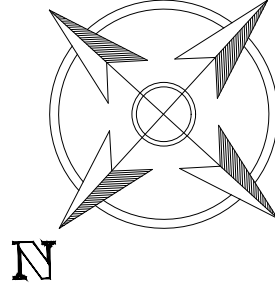
15 Great Plains Street
Brampton, Ontario
L6R-1Z5
Phone: (647) 914-3361
www.akmsurvey.com
Email: info@akmsurvey.com

AKM
AK&M SURVEYING LTD.

DATE: August 26, 2026	CHECKED BY: AK	DRAWN BY: BFV	PROJECT No.: 2024-177
FILE LOCATION: G:\Shared drives\AK&M Survey Ltd. Job Folders\Brampton\2024\2024-177\Drawing\SRPRT\2024-177-SRPRT.dwg			

PREPARED FOR: AKSHAY IYER

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EXISTING MAIN FLOOR :137.26 m²
EXISTING GARAGE AREA :37.32 m²
EXISTING PORCH AREA :14.55 m²
PROPOSED SUNROOM : 7.61 m²
PROPOSED SECOND FLOOR (THIRD UNIT)AREA : 174.58 m²
PROPOSED BASEMENT SECOND UNIT AREA: 89.27 m²
BASEMENT OWNER'S AREA :15.11 m²
FURNACE AND UTILITY AREA: 5.20 m²
PARKING SPACES REQUIRED: 3 SPACES
PARKING SPACES PROVIDED / AVAILABLE: 1 SPACE INSIDE GARAGE
3 SPACE ON DRIVEWAY

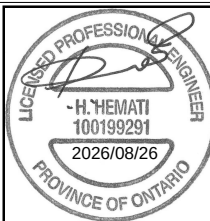
TOTAL LOT AREA = 8022.80 FT² / 745.61 M²
EXISTING BUILDING + GARAGE COV. AREA = 1878.53 FT² / 174.59 M²
EXISTING PORCH COV. AREA = 156.64 FT² / 14.55 M²
EXISTING SHED COV. AREA = 106.90 FT² / 9.94 M²
PROPOSED SUNROOM COV. AREA = 81.94 FT² / 7.61 M²
TOTAL COVERED. AREA = 2224.01 FT² / 206.69 M²
TOATL LOT COVERAGE 27.72%

FORNTAGE TOTAL AREA = 3063.43 FT² / 284.70 M²
HARD SCAPE AREA
(DRIVE + PORCH+WALKWAYS) = 1419.15 FT² / 131.89 M²
SOFT SCAPE AREA = 1644.28 FT² / 152.81 M²



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Mississauga, ON L4T 0A7
647- 896 9785
ravinder@aemdesigns.ca
www.aemdesigns.ca

SEAL:



Project Title:

TRIPLEX AND
ADDITION ON
SECOND FLOOR

Project Address:

3016 WOODWARD AVE,
BURLINGTON

Drawing Title:

SITE PLAN:

Scale:

1/16"=1'

Date:

MAR 20, 2026

Designed:

R.S.

Revision

0

Project No.

2026030

Sheet No.

A0.01

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SEAL:



TRIPLEX AND
ADDITION ON
SECOND FLOOR

3016 WOODWARD AVE,
BURLINGTON

EXISTING
BASEMENT PLAN:

$$3/16" = 1'$$

MAR 20, 2026

R.S.

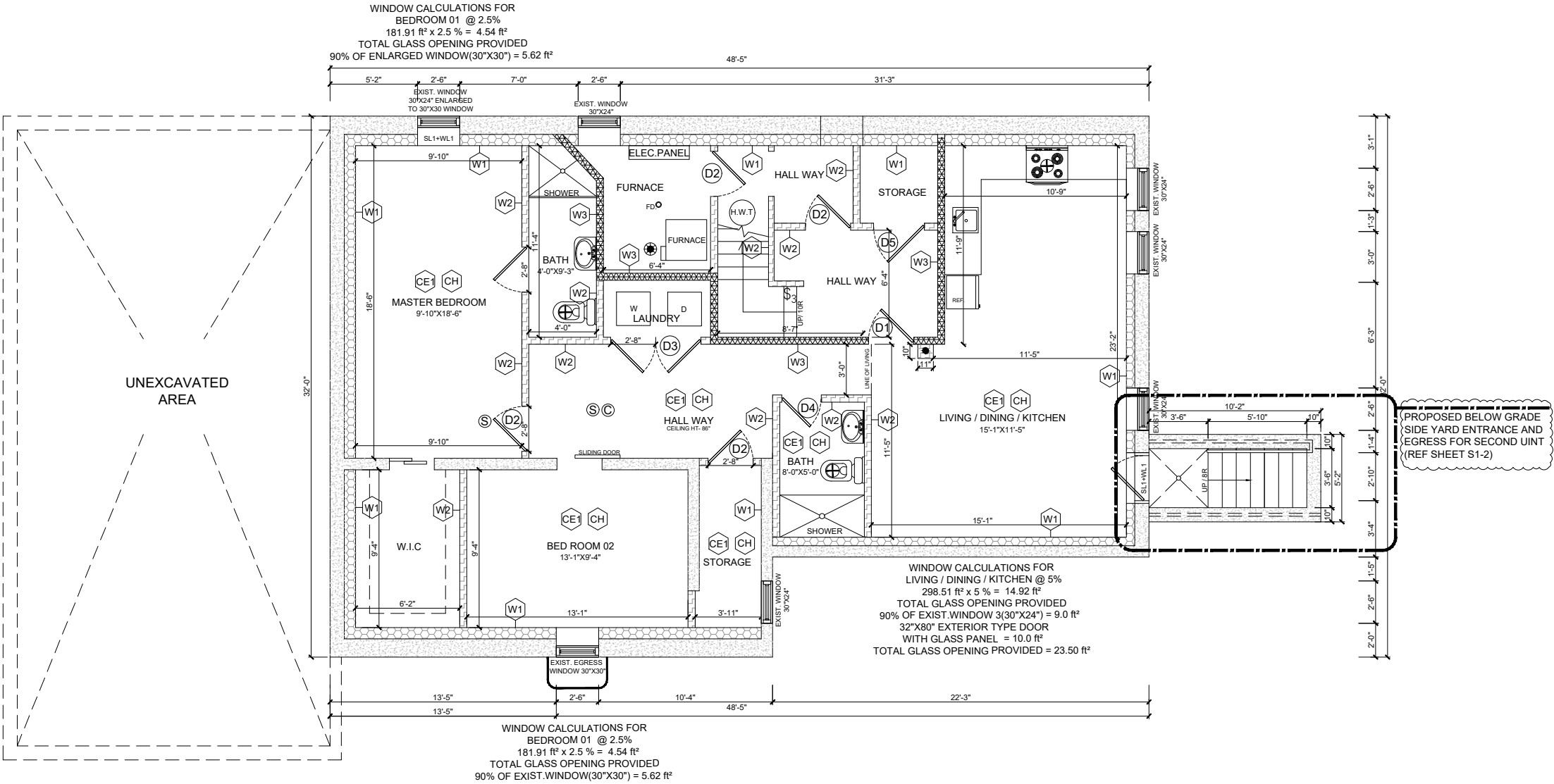
0

2026030

A 1.01

AREA OF BASEMENT APARTMENT :89.27 m² (960.58 ft²)
BASEMENT OWNER'S AREA :15.11 m² (162.54 ft²)
AREA OF FURNACE :5.20 m² (55.94 ft²)
BASEMENT TOTAL AREA :108.50 m² (1167.48 ft²)
SL1: STEEL LINTEL 3½" X 3½" X ⅜"
WL1: WOOD LINTEL 2 - 2 X 8 SPF NO.1 OR 2

BASEMENT SECOND UNIT



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ADDITION ON
SECOND FLOOR

Project Address:
3016 WOODWARD AVE,
BURLINGTON

Drawing Title:
PROPOSED
BASEMENT PLAN:

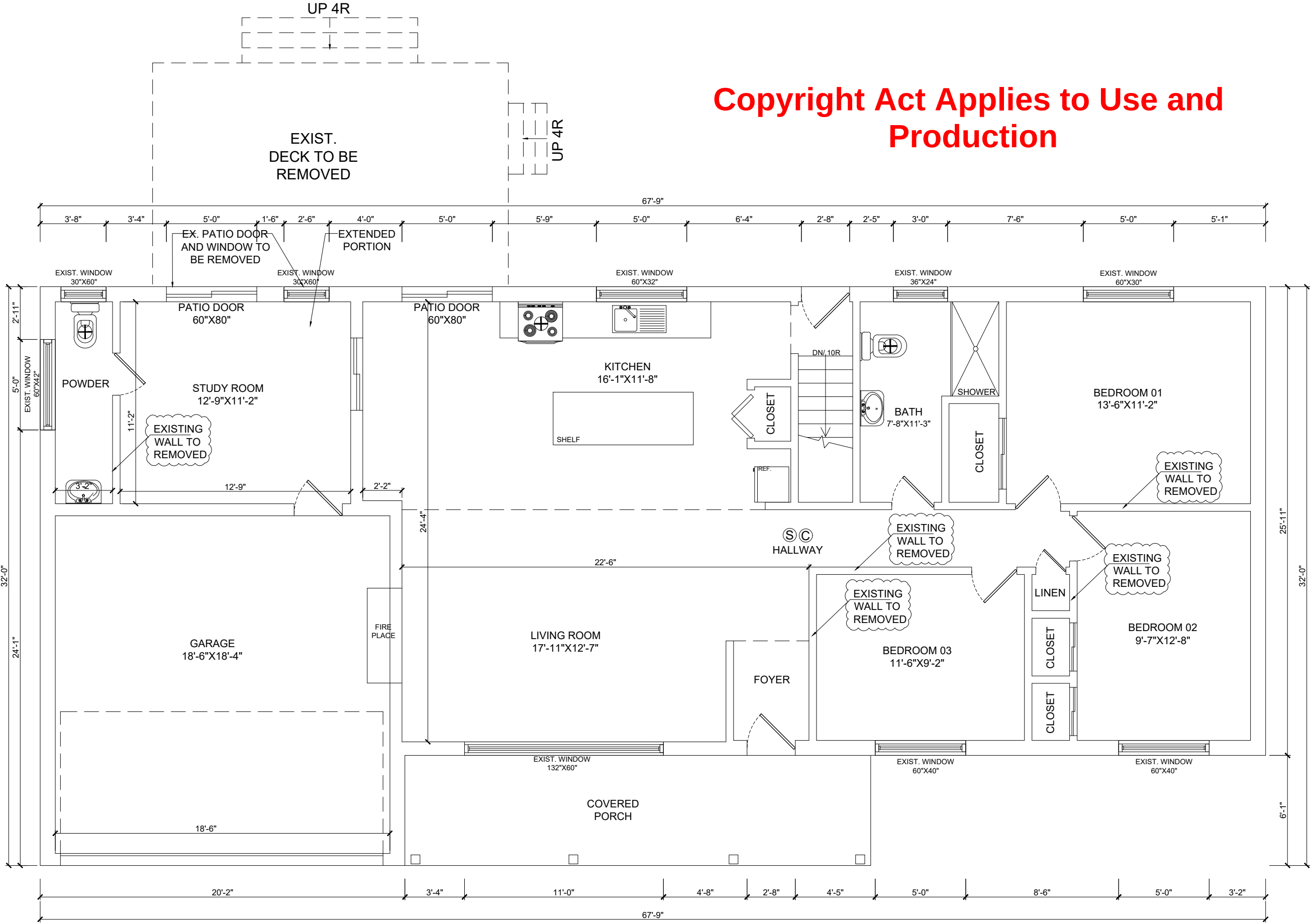
Scale: 1/8" = 1'
Date: MAR 20, 2026

Designed: R.S.
Revision: 0

Project No. 2026030
Sheet No. A1.02

EXISTING MAIN FLOOR :137.26 m² (1476.92 ft²)
EXISTING GARAGE AREA :37.32 m² (401.61 ft²)
EXISTING PORCH AREA :14.55 m² (156.64ft²)

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SEAL:



Project Title:

TRIPLEX AND
ADDITION ON
SECOND FLOOR

Project Address:

3016 WOODWARD AVE,
BURLINGTON

Drawing Title:

EXISTING
MAIN FLOOR PLAN:

Scale:

3/16" = 1'

Date:

MAR 20, 2026

Designed:

R.S.

Revision

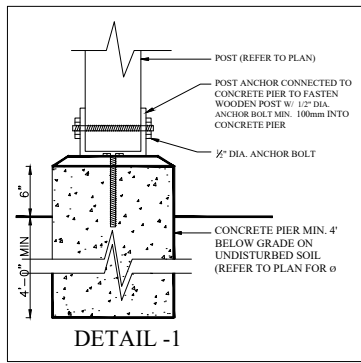
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Project No.

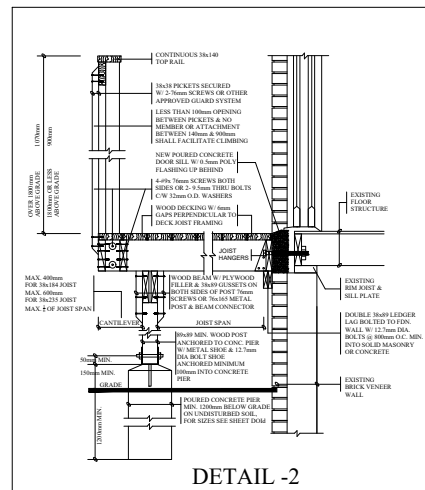
2026030

Sheet No.

A1.03



PROPOSED ABOVE GRADE
SIDE YARD ENTRANCE AND
EGRESS FOR THIRD UNIT.
(REF SHEET S1-2)

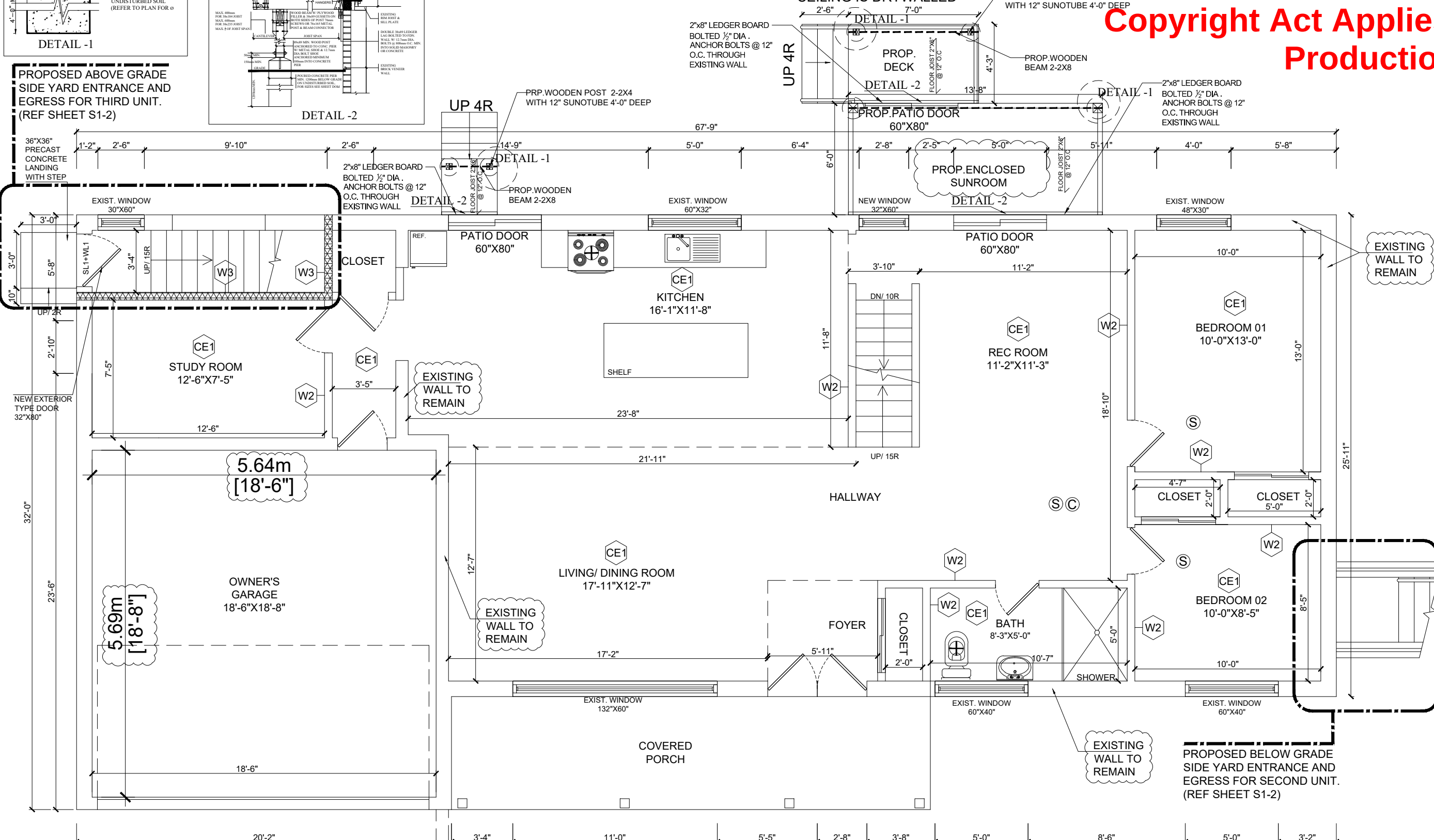


EXISTING MAIN FLOOR :137.26 m² (1476.92 ft²)
EXISTING GARAGE AREA :37.32 m² (401.61 ft²)
EXISTING PORCH AREA :14.55 m² (156.64ft²)

NOTE:
· SMOKE ALARM ON MAIN FLOOR IS
INTERCONNECTED WITH SMOKE ALARM
ON SECOND FLOOR AND BASEMENT.
· SMOKE ALARM SHALL CONFIRM TO O.B.C.
DIV. B 9.10.19
· EXISTING MAIN FLOOR WALL AND
CEILING IS DRYWALLED

⑤ SMOKE ALARM
· SHALL HAVE A VISUAL SIGNALING
COMPONENT INTEGRATED INTO THE
SMOKE ALARM.
· SHALL HAVE A BATTERY BACKUP

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PRINCIPAL DWELLING



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SEAL:


Project Title:
TRIPLEX AND
ADDITION ON
SECOND FLOOR

Project Address:
3016 WOODWARD AVE,
BURLINGTON

Drawing Title:
PROPOSED
MAIN FLOOR PLAN:

Scale: 3/16" = 1'	Date: MAR 20, 2026
Designed: R.S.	Revision 0
Project No. 2026030	Sheet No. A1.04

NOTE:

· SMOKE ALARM ON MAIN FLOOR IS INTERCONNECTED WITH SMOKE ALARM ON SECOND FLOOR AND BASEMENT.	· SHALL HAVE A VISUAL SIGNALING COMPONENT INTEGRATED INTO THE SMOKE ALARM.
· SMOKE ALARM SHALL CONFIRM TO O.B.C. DIV. B 9.10.19	· SHALL HAVE A BATTERY BACKUP
· EXISTING MAIN FLOOR WALL AND CEILING IS DRYWALLED	

NOTE:-STRUCTURAL DETAILS
SEE SHEET S0 TO S4-2

PROPOSED SECOND FLOOR (THIRD UNIT) AREA : 174.58 m² (1878.53 ft²)

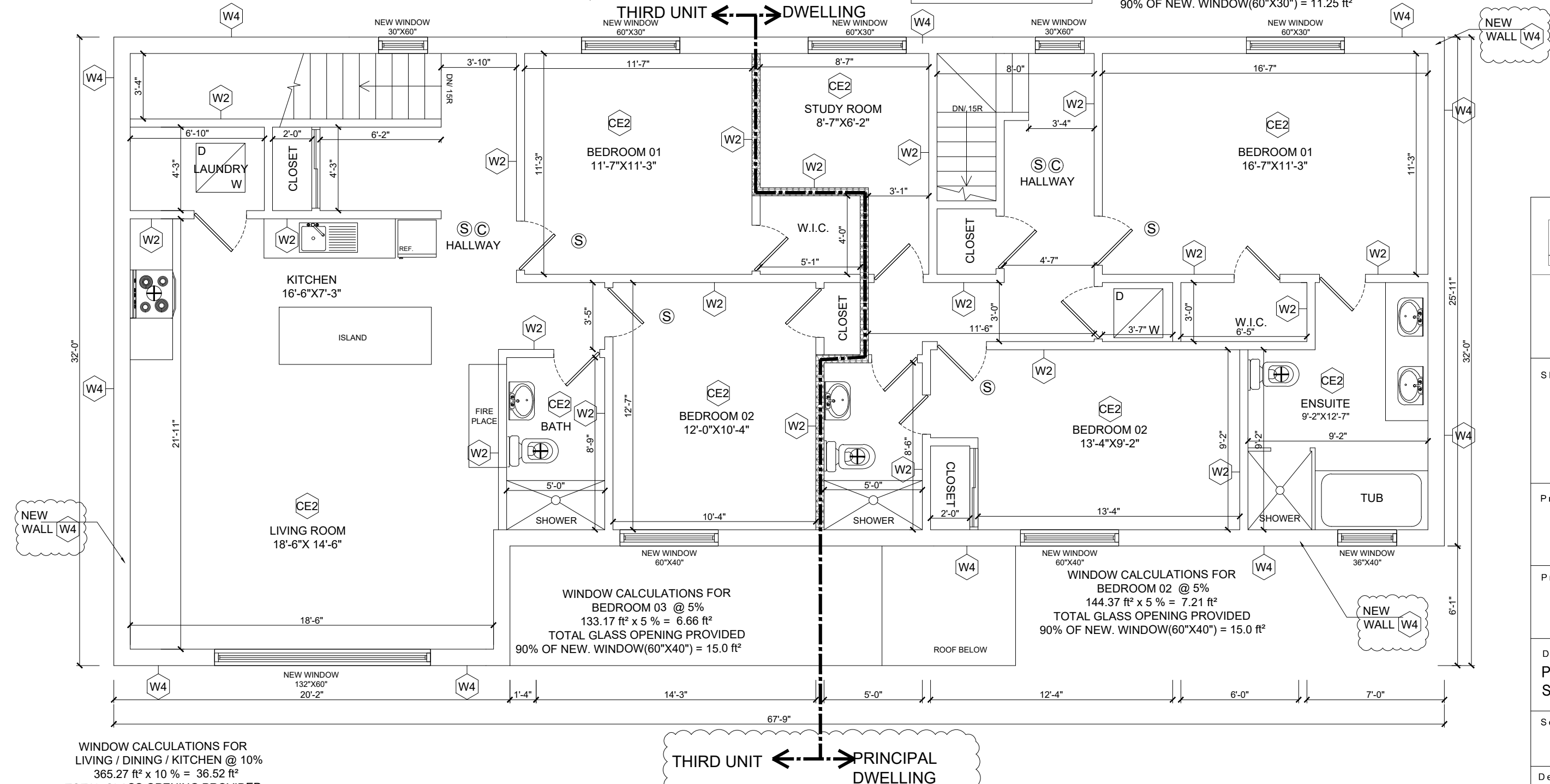
	INTERIOR WALL CONSTRUCTION : (PROPOSED) 1/2" DRYWALL 2" X 4" WOOD STUD @ 16" O.C. 1/2" DRYWALL	 <u>NEW EXTERIOR WALL</u>
	CEILING CONSTRUCTION · NEW 2"X10" WOOD FLOOR JOISTS · LAYER 1/2" GYPSUM BOARD ON CEILING	NEW EXTERIOR WALL  -STUCCO FINISHING -1X2 STRAPPING -R5 CI -1/2" PLYWOOD -2X6 @ 16" O.C. -R20 BATT -6MIL POLY VB -1/2" GWB

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WINDOW CALCULATIONS FOR
BEDROOM 04 @ 5%
 $130.20 \text{ ft}^2 \times 5 \% = 6.51 \text{ ft}^2$
TOTAL GLASS OPENING PROVIDED
90% OF NEW. WINDOW(60"X40") = 15.0 ft²

NOTE:-CEILING: 1/2" GYPSUM BOARD ON WOOD JOISTS (MIN. CEILING HEIGHT 2300 MM AS PER OBC 9.5.3.)

WINDOW CALCULATIONS FOR
BEDROOM 01 @ 5%
 $186.56 \text{ ft}^2 \times 5 \% = 9.32 \text{ ft}^2$
TOTAL GLASS OPENING PROVIDED
90% OF NEW. WINDOW(60"X30") = 11.25 ft²



WINDOW CALCULATIONS FOR
LIVING / DINING / KITCHEN @ 10%
 $365.27 \text{ ft}^2 \times 10 \% = 36.52 \text{ ft}^2$
TOTAL GLASS OPENING PROVIDED
 $90\% \text{ OF NEW WINDOW } (132' \times 60') = 49.50 \text{ ft}^2$
TOTAL GLASS OPENING PROVIDED = 49.50 ft²

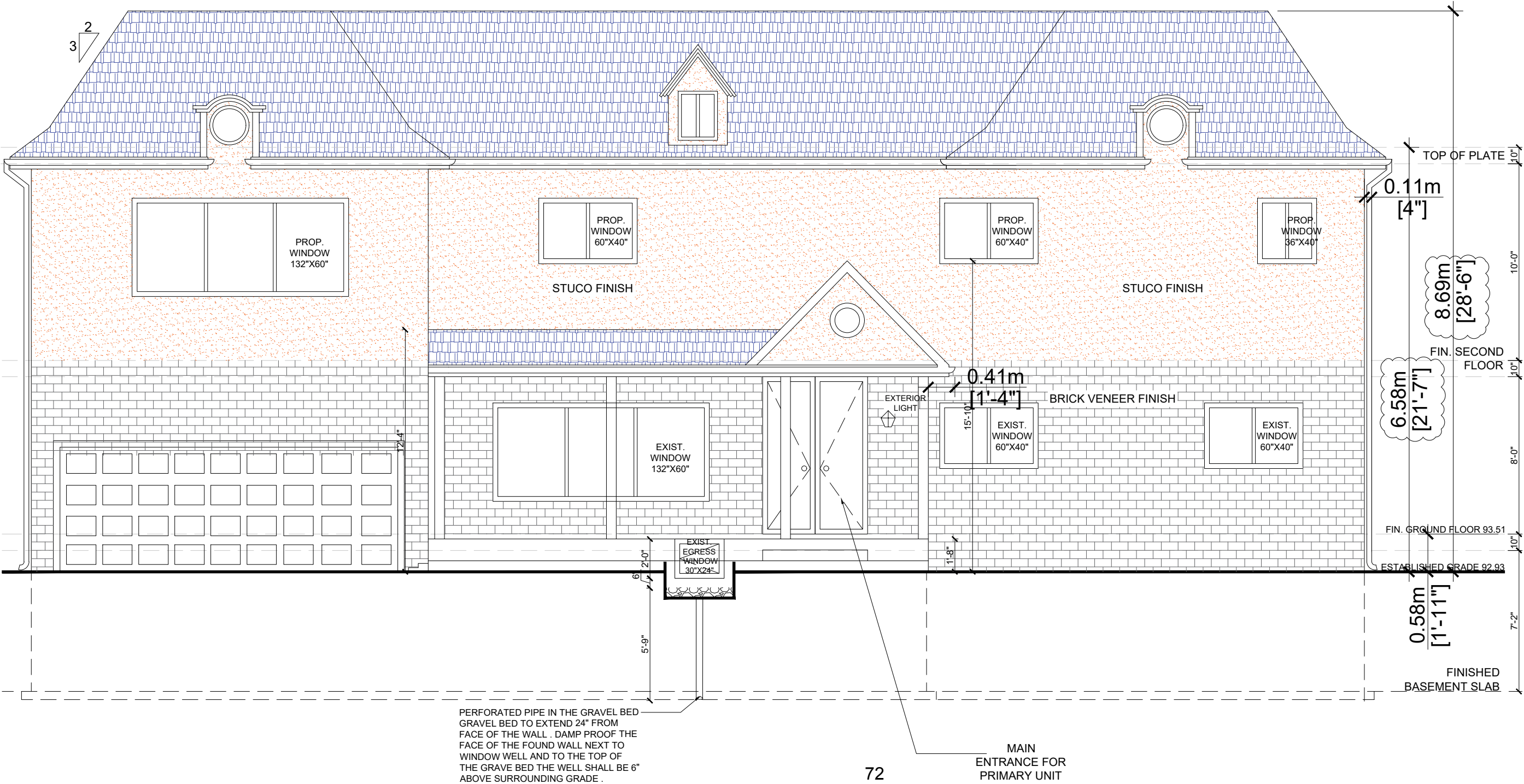
SECOND FLOOR THIRD UNIT

THIRD UNIT ←  → PRINCIPAL DWELLING

	
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SEAL:	
Project Title:	
TRIPLEX AND ADDITION ON SECOND FLOOR	
Project Address:	
3016 WOODWARD AVE, BURLINGTON	
Drawing Title:	
PROPOSED SECOND FLOOR PLAN:	
Scale:	Date:
3/16" = 1'	MAR 20, 2026
Designed:	Revision
R.S.	0
Project No.	Sheet No.
2026030	A1.05

NOTE:-STRUCTURAL DETAILS
SEE SHEET S0 TO S4-2

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SEAL:

Project Title:

TRIPLEX AND
ADDITION ON
SECOND FLOOR

Project Address:

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BURLINGTON

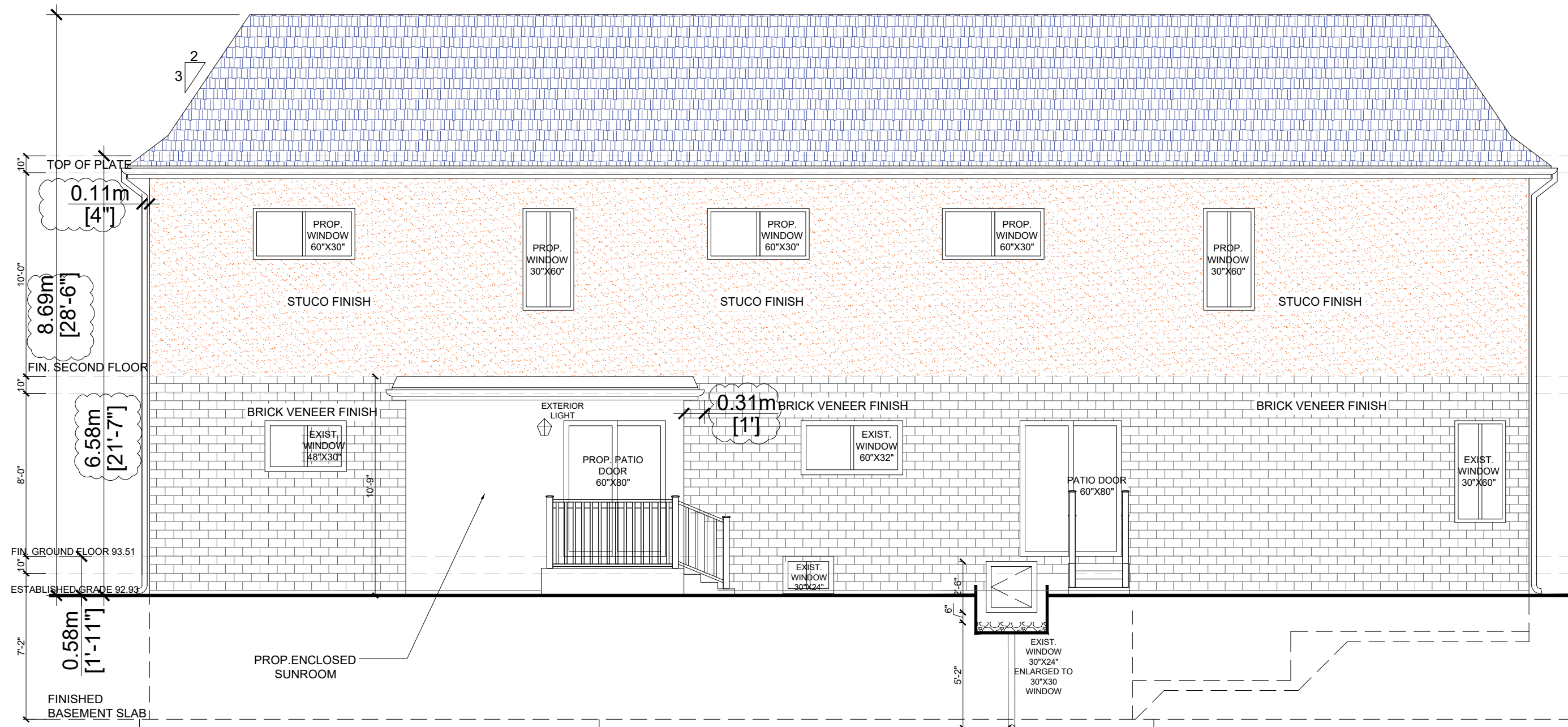
Drawing Title:

FRONT SIDE ELEVATION

Scale: 3/16" = 1'	Date: MAR 20, 2026
Designed: R.S.	Revision 0
Project No. 2026030	Sheet No. A2.01

NOTE:-STRUCTURAL DETAILS
SEE SHEET S0 TO S4-2

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PERFORATED PIPE IN THE GRAVEL BED
GRAVEL BED TO EXTEND 24" FROM
FACE OF THE WALL . DAMP PROOF THE
FACE OF THE FOUND WALL NEXT TO
WINDOW WELL AND TO THE TOP OF
THE GRAVE BED THE WELL SHALL BE 6"
ABOVE SURROUNDING GRADE .



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SEAL:

Project Title:
TRIPLEX AND
ADDITION ON
SECOND FLOOR

Project Address:
3016 WOODWARD AVE,
BURLINGTON

Drawing Title:
REAR ELEVATION

Scale:
3/16"=1'

Date:
MAR 20,2026

Designed:
R.S.

Revision
0

Project No.
2026030

Sheet No.
A2.02

GLAZED OPENINGS:

WALL AREA: = 553.87 SFT / 51.47 M²

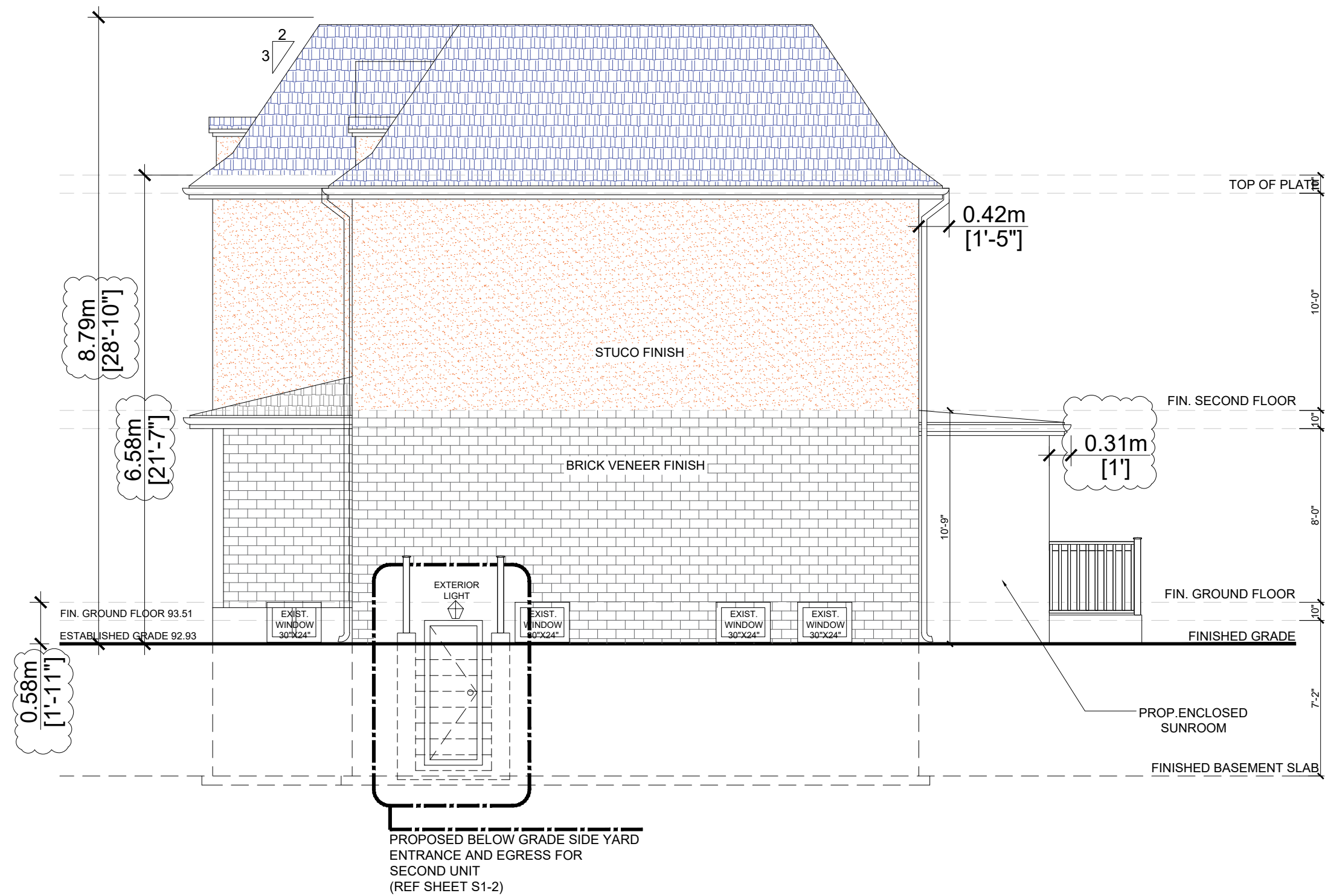
LIMITING DISTANCE: 5.64 M

WINDOW AREA PROVIDED: 13.50 SFT / 1.25 M² (2.45%)

WINDOW AREA ALLOWED:28%

NOTE:-STRUCTURAL DETAILS
SEE SHEET S0 TO S4-2

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SEAL:

Project Title:
TRIPLEX AND
ADDITION ON
SECOND FLOOR

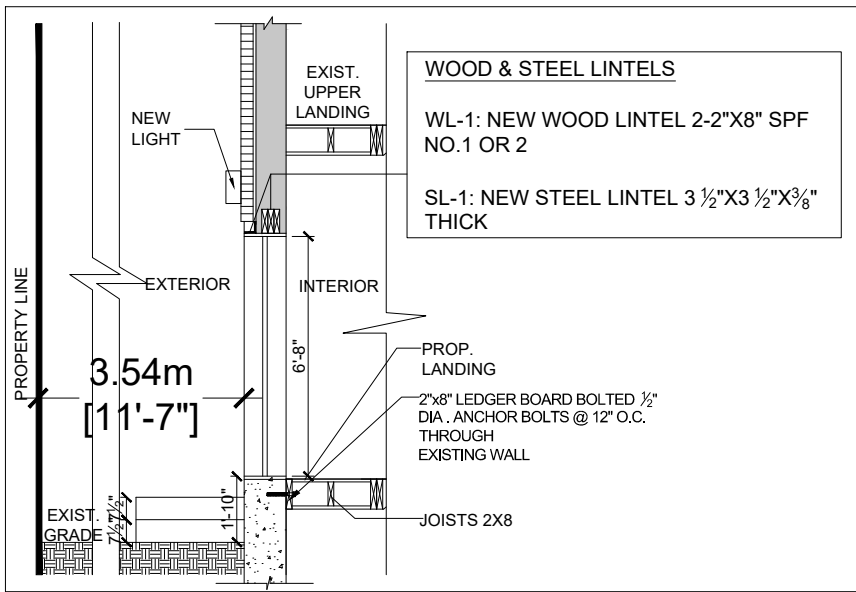
Project Address:
3016 WOODWARD AVE,
BURLINGTON

Drawing Title:
RIGHT SIDE ELEVATION

Scale:
3/16"=1'
Date:
MAR 20,2026

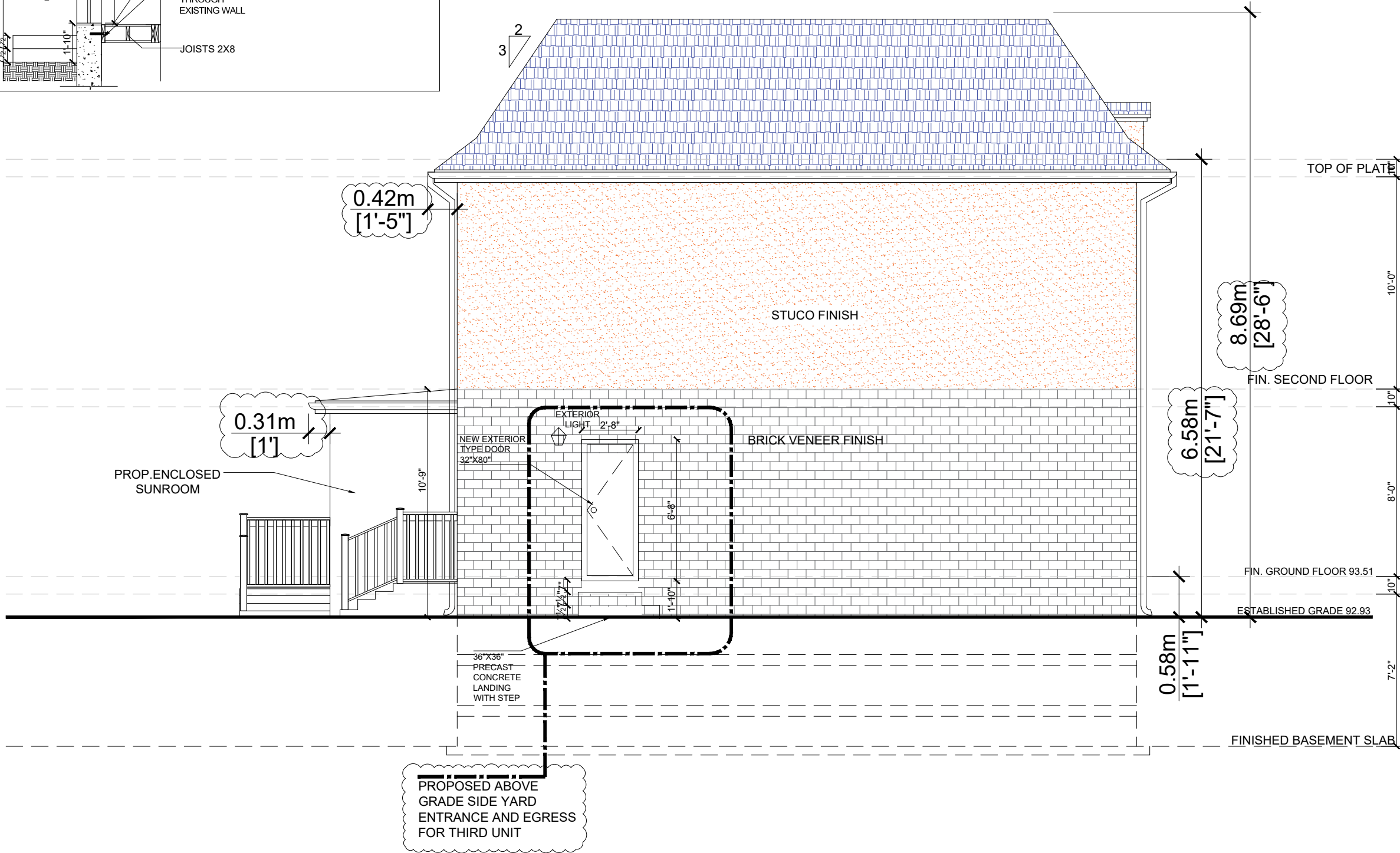
Designed:
R.S.
Revision
0

Project No.
2026030
Sheet No.
A2.03



NOTE:-STRUCTURAL DETAILS
SEE SHEET S0 TO S4-2

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SEAL:

Project Title:
**TRIPLEX AND
ADDITION ON
SECOND FLOOR**

Project Address:
**3016 WOODWARD AVE,
BURLINGTON**

Drawing Title:
LEFT SIDE ELEVATION

Scale:
3/16" = 1'

Date:
MAR 20, 2026

Designed:
R.S.

Revision
0

Project No.
2026030

Sheet No.
A2.04