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## COMMITTEE OF ADJUSTMENT MEETING AGENDA

Thursday, May 15, 2025 | 4:00 pm  
Virtual Meeting via Zoom

**ZOOM MEETING – PUBLIC ACCESS WEBSITE**  
<https://us02web.zoom.us/j/87889622627>

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### MEMBERS PRESENT

### OTHERS PRESENT

### DISCLOSURE OF PECUNIARY INTEREST

### DELEGATIONS

### DISCUSSIONS & DECISIONS

1. Adoption of November 19, 2024, Regular Meeting Minutes
2. Business Arising from Minutes
3. Consent Application No. B4-B8-25, 5053745 Ontario Inc.----- 260 7th Street
4. Minor Variance Application No. A1-25, Candue Homes 2020 Ltd-----730 18th St
5. Minor Variance Application No. A2-25, Jeffrey Macgregor-----154 16th Ave Cres
6. Correspondence
7. New Business
8. Adjournment

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**COMMITTEE OF ADJUSTMENT MEETING MINUTES**

Tuesday, November 19, 2024 | 4:02 pm  
Virtual Meeting via Zoom

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**MEMBERS PRESENT** Barbara Hicks | Bill Switzer | Brandon Koebel | Carol Hudson | Larry Lantz | Mark Ebert

**OTHERS PRESENT** Andrew Wilken, Secretary -Treasurer | Sandeep Kaur, Deputy Secretary-Treasurer | Donald Lewis, Owner of 207 7th Ave | Noel Wilson, Owner of 302 9th St

**REGRETS**

**DISCLOSURE OF PECUNIARY INTEREST** Chair Barbara Hicks declared pecuniary interest for Minor Variance Application No. A4-24

**DELEGATIONS****1. Adoption of July 31<sup>st</sup>, 2024 Regular Meeting Minutes**

**Moved by MARK EBERT / Seconded by BILL SWITZER**

That the minutes of the July 31<sup>st</sup>, 2024 regular meeting be approved as printed and circulated.

**CARRIED**

**2. Business arising from Minutes**

The Secretary-Treasurer informed the committee about Minor Variance Application A3-24, which proposes placing a sign at the rear of the property at 424 18th Avenue, facing Tim Hortons' drive-thru is complete.

**3. Minor Variance Application No. A4-24 ----- Lewis Donald Eugene, 260 7<sup>th</sup> Ave**

The Secretary-Treasurer advised that the notice for the public meeting was mailed to all commenting agencies on November 7, 2024, in accordance with the section 45 of the Planning Act, R.S.O. 1990. The Notice was posted on the Town of Hanover Website, circulated to abutting landowners within 60 metres of the subject lands and was also posted on the subject lands.

The Secretary-Treasurer informed the committee about the proposed accessory structure at the rear of the house. The structure will include a 60' x 24' garage in the basement and storage on the main floor, resulting in a total gross building area of 2,880 sq. ft., which exceeds the 600 sq. ft. allowed by the zoning bylaw. The applicant currently has a garage and will demolish it to facilitate the new development. Therefore, the applicant is requesting a variance to permit this construction. Don Lewis explained that the windows of the structure would face his house. He mentioned that the structure will serve as a garage, pool room, and play area. Additionally, he informed the committee that he had spoken with his neighbors, who expressed no objections to the proposal.

The application was reviewed by the Planning Advisory Committee on November 12, 2024 and have no concerns. Grey County planning staff has provided comments and have no concerns regarding the application.

Subsequent to a good discussion with regards to this application, it was then;

**Moved by LARRY LANTZ / Seconded by BRANDON KOEBEL**

That the Minor Variance Application No. A4-24 be granted subject to the following conditions:

- a) that approval be for this application only;
- b) that the proposed development will not adversely affect nor restrict the uses in the surrounding area;

**CARRIED**

**4. Minor Variance Application No. A5-24 ----- Noel Wilson, 302 9<sup>th</sup> St**

The Secretary-Treasurer advised that the notice for the public meeting was mailed to all commenting agencies on November 7, 2024, in accordance with the section 45 of the Planning Act, R.S.O. 1990. The Notice was posted on the Town of Hanover Website, circulated to abutting landowners within 60 metres of the subject lands and was also posted on the subject lands.

The Secretary-Treasurer informed the committee about a proposed accessory structure at the back of the house. The plan includes a 30' x 25' building, half of which will serve as a garage for winter parking, and the other half for recreational use. Currently, there is a 299 sq. ft. garage on the property, with zoning bylaws permitting a total of 600 sq. ft. for accessory structures. The owner is seeking a minor variance for an additional 449 sq. ft., totaling 750 sq. ft. The proposed setbacks align with zoning requirements.

The application was reviewed by the Planning Advisory Committee on November 12, 2024 and have no concerns. Grey County planning staff has provided comments and have no concerns regarding the application.

Subsequent to a good discussion with regards to this application, it was then;

**Moved by LARRY LANTZ / Seconded by MARK EBERT**

That the Minor Variance Application No. A5-24 be granted subject to the following conditions:

- a) that approval be for this application only;
- b) that the proposed development will not adversely affect nor restrict the uses in the surrounding area;

**CARRIED**

**5. Correspondence**

NIL

**6. New Business**

NIL

**7. Adjournment**

**Moved by BILL SWITZER**

That the meeting now be adjourned at 4:18 pm.

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Chair, Barbara Hicks

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Secretary-Treasurer, Andrew Wilken

# TOWN OF HANOVER APPLICATION FOR CONSENT

Under Section 53 of the Ontario Planning Act, R.S.O. 1990, as amended

(FOR OFFICE USE ONLY)

FILE NUMBER B - \_\_\_\_\_ - \_\_\_\_\_

Date Received: \_\_\_\_\_

5.

The undersigned applies to the Town of Hanover for consent to convey or grant an interest in land set out below.

**NOTE:** This application consists of Part "A", Part "B" and Part "C". To avoid delays, the information on each part must be complete and accurate. Incomplete applications will be returned. All applications must be signed. Metric units should be used. **PLEASE PRINT.**

Mail 3 copies of this form to: TOWN OF HANOVER  
341 10th Street  
HANOVER, Ontario  
N4N 1P5  
(519) 364-2780

**FEE:** \$ 6,100 Payable to the TOWN OF HANOVER

## PART "A" (Page 1 of 2)

### 1. NAME AND ADDRESS

| APPLICANT/OWNER'S NAME AND ADDRESS                                                                                   | AGENT/SOLICITOR'S NAME AND ADDRESS      |
|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| Name:<br>[REDACTED]                                                                                                  | Name:<br>Matt Rapke                     |
| Mailing Address:<br>PO Box 7                                                                                         | Mailing Address:<br>PO Box 7            |
| Town/City/Province:<br>Mount Forest, ON                                                                              | Town/City/Province:<br>Mount Forest, ON |
| Postal Code:<br>N0G2L0                                                                                               | Postal Code:<br>N0G2L0                  |
| Telephone Number: [REDACTED]                                                                                         | Telephone Number: [REDACTED]            |
| Facsimile Number: ( ) -                                                                                              | Facsimile Number: ( ) -                 |
| All Correspondence Should Be Sent To: <input type="checkbox"/> APPLICANT OR <input type="checkbox"/> AGENT/SOLICITOR |                                         |

### 2. LOCATION and or DESCRIPTION OF PROPERTY

|                                                             |                                      |                        |          |                |
|-------------------------------------------------------------|--------------------------------------|------------------------|----------|----------------|
| Municipality:<br>Hanover                                    | Municipal Address:<br>260 7th Street |                        |          |                |
| Registered Plan Number:<br>741                              | Lot(s):<br>PT Park Lot 1             | Reference Plan Number: | Part(s): | Parcel Number: |
| Geographic or Former Township:                              | Concession Number:                   | Lot Number (s):        |          |                |
| Assessment Roll Number: 422902000112800 and 422902000112700 |                                      |                        |          |                |

### 3. NAME OF PERSON(S) (purchaser, lessee, mortgagee) TO WHOM LAND OR INTEREST IN LAND IS INTENDED TO BE CONVEYED, LEASED OR MORTGAGED.

Purpose of Consent

|                                             |                                                   |                                             |
|---------------------------------------------|---------------------------------------------------|---------------------------------------------|
| <input checked="" type="checkbox"/> New Lot | <input type="checkbox"/> Easement or Right of Way | <input type="checkbox"/> Mortgage Discharge |
| <input type="checkbox"/> Lot Addition       | <input type="checkbox"/> Title Correction         | <input type="checkbox"/> Other              |

### 4. Is this Consent currently the subject of:

☐ Official Plan Amendment ☐ Zoning Amendment ☐ Committee of Adjustment ☒ Not Applicable

If applicable, please indicate File Number Previously approved ZBA Bylaw no. 3315-24

### 5. How was Present Lot Created?

| Date Created: |    |    |
|---------------|----|----|
| YR            | MM | DY |
|               |    |    |

☐ Consent ☒ Plan of Subdivision ☐ Original Patent ☐ Reference Plan ☐ Other

Please submit copy of registered subdivision plan or reference plan

Were previous consents granted from the original holdings? ☐ YES ☒ NO

If "YES", please indicate number, dates created and relevant File Number.

|                                                                                                                      |                     |
|----------------------------------------------------------------------------------------------------------------------|---------------------|
| Date of Transfer:<br>1955 and 1950. Eric Winkler bought whole and parts lots within an original plan of subdivision. | Name of Transferee: |
|----------------------------------------------------------------------------------------------------------------------|---------------------|

Is this a resubmission of an earlier proposal? ☐ YES ☒ NO

If "YES", please indicate File Number.

**PART "A" (Page 2 of 2)****6. RESTRICTIONS**

Please indicate the nature of any restrictive covenants or easements affecting the subject lands.

There is a municipal sewer pipe and storm sewer going through the property. Needs new easement.

**7. CURRENT OFFICIAL PLAN DESIGNATION OF SUBJECT PROPERTY**

|                                    | SEVERED     | RETAINED    |
|------------------------------------|-------------|-------------|
|                                    | Residential | Residential |
| CURRENT ZONING OF SUBJECT PROPERTY |             |             |
|                                    | SEVERED     | RETAINED    |
|                                    | R4-50       | R4-50       |

**8. DESCRIPTION OF PROPERTY AS SHOWN ON SKETCH**

|               | SEVERED         | RETAINED |
|---------------|-----------------|----------|
| FRONTAGE (m.) | 6.1 m and 7.5 m | 7.5 m    |
| DEPTH (m.)    | 52-57.6 m       | 57.7 m   |
| AREA (m.)     | 332-398 sq m    | 436 sq m |

**9. USE OF PROPERTY**

|                                                                                                                                    | SEVERED         | RETAINED        |
|------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| EXISTING USE                                                                                                                       | Single detached | Single detached |
| PROPOSED USE                                                                                                                       | Townhouse       | Townhouse       |
| Have you contacted your neighbours regarding this application? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                 |                 |

**10. BUILDINGS** (Please include description, Dimensions and Dates of Construction in Part "B")

|          | SEVERED         | RETAINED        |
|----------|-----------------|-----------------|
| EXISTING | Single detached | Single detached |
| PROPOSED | Townhouse       | Townhouse       |

**11. SERVICING - ROAD ACCESS**

| COMMON NAME OF ROAD       |                                                                                                                 | SEVERED                             | RETAINED                            |
|---------------------------|-----------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| a. OWNERSHIP              | Municipality                                                                                                    | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                           | Crown                                                                                                           | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | Ministry of Transportation                                                                                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | County                                                                                                          | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | Private                                                                                                         | <input type="checkbox"/>            | <input type="checkbox"/>            |
| b. MAINTENANCE            | i. Municipality                                                                                                 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                           | Unassumed Municipal Road                                                                                        | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | Ministry of Transportation                                                                                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | County                                                                                                          | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | Private or Right of Way                                                                                         | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | None                                                                                                            | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | ii. Seasonal                                                                                                    | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                           | Year-Round                                                                                                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| c. WATER ACCESS:          | If the proposed access is by water, please describe the nearest public boat launching and car parking facility. |                                     |                                     |
|                           | How far is it from the property, and what facilities are there?                                                 |                                     |                                     |
|                           | Please also show on key plan portion of the sketch map.                                                         |                                     |                                     |
| d. OTHER ACCESS (Specify) |                                                                                                                 |                                     |                                     |

**12. SERVICING - WATER**

|                                           | SEVERED                             | RETAINED                            |
|-------------------------------------------|-------------------------------------|-------------------------------------|
| Proposed Water Supplied By:               |                                     |                                     |
| Municipality                              | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Local Services Board                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Private: Well, Lake or Communal (Specify) | <input type="checkbox"/>            | <input type="checkbox"/>            |

**13. SERVICING - SEWAGE**

|                                          | SEVERED                             | RETAINED                            |
|------------------------------------------|-------------------------------------|-------------------------------------|
| Proposed Sewage System Supplied By:      |                                     |                                     |
| Municipality                             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Local Services Board                     | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Private: Septic, Pit, Chemical (Specify) | <input type="checkbox"/>            | <input type="checkbox"/>            |

**14. SERVICING - STORM DRAINAGE**

|                                      | SEVERED                             | RETAINED                            |
|--------------------------------------|-------------------------------------|-------------------------------------|
| Proposed Storm Drainage Supplied By: |                                     |                                     |
| Municipality                         | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Sewers                               | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Ditches                              | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Swales                               | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Other: (Specify)                     | <input type="checkbox"/>            | <input type="checkbox"/>            |

15. Is this application subject of a Plan of Subdivision under Section 51 of the Act? ☐ YES ☒ NO**16. OTHER DOCUMENTS** (as specified below)

Planning Report

Servicing Plan

## PART "B"

Sketch Accompanying Application  
See Information Below denoting requirements.

KEY MAP



See Attached

The above sketch should include the following:

- i. The boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land.
- ii. The distance between the subject land and the nearest township lot line of landmark such as a bridge or railway crossing.
- iii. The boundaries and dimensions of the subject land, the part this is to be severed and the part that is to be retained.
- iv. The location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
- v. The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land that, in the opinion of the applicant may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- vi. The existing uses on adjacent land, such as residential, agricultural and commercial uses.
- vii. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
- viii. If access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- ix. The location and nature of any easement affecting the subject land.

**PART "C"****AFFIDAVIT** (This affidavit must be signed in the presence of a Commissioner)

Dated at the Town of Hanover  
this 2nd day of April, 2025.  
I/We, Matt Rapke of the Town  
Markdale in the County/District/Regional Municipality of Grey

do solemnly declare that all the statements contained in this application are true, and I/We make this solemn declaration conscientiously believing it to be true, and knowing that 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

Town of Hanover  
In the County  
of Grey  
this 2nd day of April, 2025

A Commissioner, etc.

Jennifer Tersteegen, a Commissioner etc.  
County of Grey, while Deputy Treasurer of the Corporation  
of the Town of Hanover.

**AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER**

*If this application is made by an agent or solicitor on behalf of the landowner, the owner's written authorization must be included. Without such authorization, the application cannot be considered. If surface and subsurface rights are held by different parties, both signatures are required.*

I/We [Redacted] in this application  
and known as [Redacted] of the Town of Ayton  
in the County of Grey do hereby authorize Matt Rapke  
to act as my Agent/Solicitor for this application.

Signature of Owner(s)

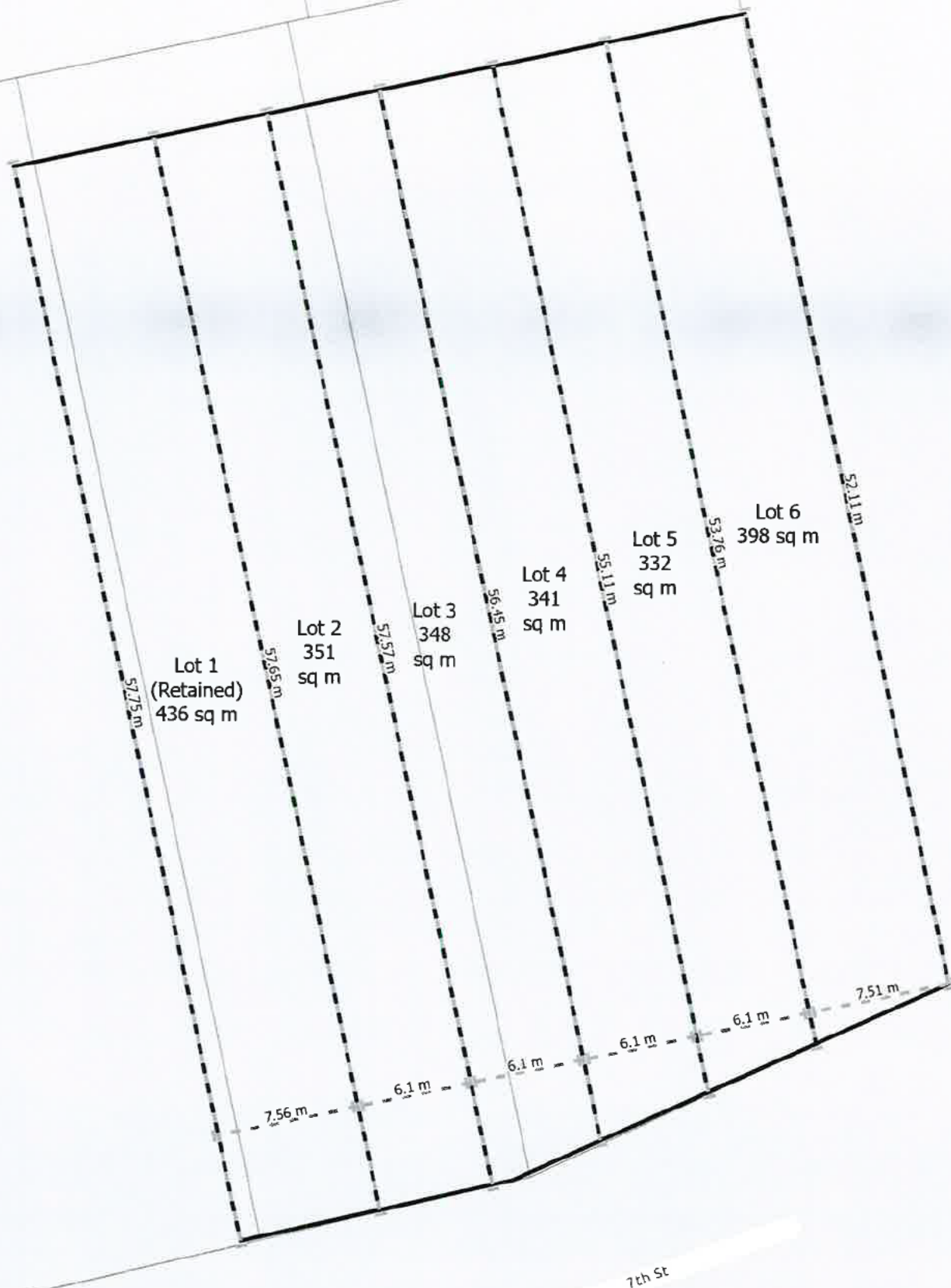
Date

Signature of Owner(s)

Date

*Personal information on this form is collected under the authority of the Planning Act, RSO 1990, Chapter P. 13, as amended, and will be used to assess applications for Consents to convey or grant an interest in land within the Town of Hanover. Questions about this collection should be directed to the Chief Building Official/Planning Administrator, Town of Hanover, 341 10th Street, Hanover, Ontario N4N 1P5 Phone (519) 364-2780.*

260 7th Street Hanover  
Application for Five Consents



# Planning Justification Report

Application for Five Consents

260 7<sup>th</sup> Street, Hanover

Prepared by: Matt Rapke, Director of Development  
Wilson Developments  
[matt@wilsoncorp.ca](mailto:matt@wilsoncorp.ca)

## Proposal

The subject property is 260 7<sup>th</sup> Street, Hanover. The property is zoned R4-50, is 2,205 square metres in area, and has 39.5 metres of frontage. The property was rezoned in September 2024 to allow for the construction of a 6-unit townhouse. The owner, Wilson Developments, is planning on proceeding with construction of the townhouses in summer 2025. The zoning that now applies to the lot will allow construction of the building to proceed without any additional planning approvals; however, in order to sell the six units to six different purchasers, the property needs to be subdivided. Hanover Staff have advised that subdivision via consent is the preferred means of subdivision for this property.

The proposal is therefore to subdivide the subject property into six different lots through the approval of five consent applications. The dimensions of the six proposed lots are as follows:

| Lot Name | Consent Application | Frontage | Depth | Area               |
|----------|---------------------|----------|-------|--------------------|
| Lot 1    | Retained            | 7.56     | 57.65 | 436 m <sup>2</sup> |
| Lot 2    | Consent 1           | 6.1      | 57.57 | 351 m <sup>2</sup> |
| Lot 3    | Consent 2           | 6.1      | 56.45 | 347 m <sup>2</sup> |
| Lot 4    | Consent 3           | 6.1      | 55.11 | 340 m <sup>2</sup> |
| Lot 5    | Consent 4           | 6.1      | 53.76 | 332 m <sup>2</sup> |
| Lot 6    | Consent 5           | 6.1      | 52.11 | 397 m <sup>2</sup> |

The proposed development will require that each new dwelling is connected to the municipal water and sanitary systems through their own dedicated connections. The municipal sanitary pipe in this neighbourhood is currently located in the rear yard of the existing dwelling, and falls within the footprint of the planned townhouse building. In order for this development to proceed, the proponent will need to reconstruct the municipal sanitary sewer in the backyard by moving it deeper into the lot, having the Town of Hanover assume the infrastructure, and conveying an easement over the proposed lots in favour of the Town. The sanitary connection for the neighbouring house to the west will also need to be replaced and connected to the new sanitary pipe at the Proponent's expense. These challenges will be addressed by a development agreement that will be required as a condition of the approval of the proposed consents.

## Consent Sketch



## Planning Act Requirements

The process by which consent is granted is defined by section 53 of the Planning Act. Section 53 (12) of the Planning Act establishes what must be considered by an approval authority in determining whether to grant a consent:

*A council or the Minister in determining whether a provisional consent is to be given shall have regard to the matters under **subsection 51 (24)** and has the same powers as the approval authority has under subsection 51 (25) with respect to the approval of a plan of subdivision and subsections 51 (26) and (27) and section 51.1 apply with necessary modifications to the granting of a provisional consent.*

Section 53(12) refers to the criteria in section 51(24) of the Act, which is the same list of criteria that must be considered when rendering a decision on a plan of subdivision:

### Criteria

(24) In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

- a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;
- b) whether the proposed subdivision is premature or in the public interest;
- c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;
- d) the suitability of the land for the purposes for which it is to be subdivided;
  - d.1 if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;
- e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;
- f) the dimensions and shapes of the proposed lots;
- g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;
- h) conservation of natural resources and flood control;
- i) the adequacy of utilities and municipal services;
- j) the adequacy of school sites;
- k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;
- l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and
- m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the City of Toronto Act, 2006.

Consideration for these criteria is provided in the following Planning Analysis.

## Planning Analysis

### **The effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2**

Section 3(5) and section 51(24) of the Planning Act require that all consents are consistent with the Provincial Planning Statement (PPS, 2024). The PPS provides high-level policy direction to municipalities to direct development to settlement areas, foster infilling and densification, and to permit a range of housing types. PPS policies that are particularly relevant are as follows:

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

- a) establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;*
- b) permitting and facilitating:*
  - 1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and***
  - 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;***
- c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and*
- d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.*

The proposal is to construct a 6-unit townhouse on the subject property. This infill development is relatively dense, relatively affordable, and is a bungalow-style structure that is accommodating to seniors. Seniors are a growing demographic who are looking to downsize, and who generally desire or require few stairs within their homes for mobility reasons.

The specific proposal being applied for is the division of the existing >2,200 square metre lot into 6 lots that are each 330-440 square metres. The proposed building complies with the zoning that applies to the subject lot, and the objectives of the PPS are generally already achieved by permitting the construction of the building via the existing zoning. Subdividing the lot into 6 different parcels is also consistent with the policies of the PPS.

#### **Whether the proposed subdivision is premature or in the public interest**

The proposal is to subdivide a single property into 6 lots, each of which will have a completely constructed townhouse built upon it at the time of conveyance. The proposed lots comply with the zoning that is currently in effect. The proposal requires the reconstruction and rerouting of the municipal sanitary sewer in the rear yard of the property, which must be addressed through a development agreement. Easements must also be provided to the Town to allow access to this infrastructure. Provided these elements are addressed through a development agreement, the proposed subdivision is not premature and is in the public interest.

#### **Whether the plan conforms to the official plan and adjacent plans of subdivision, if any** **Grey County Official Plan**

The Grey County Official Plan designates the subject lands as being within the primary settlement area of Hanover. The most relevant policies within the Grey County Official Plan are contained in sections 3.5 and 4.1, which provide the following general direction:

1. Section 3.5 identifies primary settlement areas as the focus of the majority of growth, **strongly** encourages intensification within these areas, and suggests a minimum density of 25 units per net hectare within Hanover.
2. Section 4.1 directs intensification to be achieved by facilitating intensification within all areas within settlement areas, including adaptive reuse or redevelopment of sites that previously had development.

The density of the proposed six-unit development will be 26 units per net hectare (6 units/0.23 hectares = 26.08 units/hectare) in accordance with the 25 unit per net hectare minimum that is recommended by the County Official Plan. **A minimum of six units must be constructed on the subject property in order to achieve this suggested minimum density.**

The proposed redevelopment does not relate to any “avoidance” or “prohibition” policies of the County Official Plan, such as those policies that relate to natural heritage or hazard features. The proposed rezoning complies with the County Official Plan.

#### **Hanover Official Plan**

The Hanover Official Plan designates the subject lands as Residential. The following section summarizes relevant policies contained within the Hanover Official Plan and provides an assessment of the proposal’s compliance with the policies.

#### ***D.2 Objectives***

*D2.2.1 To ensure that an appropriate range of housing types and densities are provided within*

*Hanover as well as an appropriate supply of rental housing in order to meet the projected requirements of current and future residents.*

- D2.2.2 To encourage the provision of housing which is affordable to low and moderate income households by permitting and encouraging all forms of dwelling types required to meet the social, health and well-being requirements of current and future residents.*
- D2.2.3 To ensure that there is at all times a minimum 10 year supply of land designated for residential development.*
- D2.2.4 To encourage residential development which efficiently utilizes the land, resources, infrastructure and public service facilities.*

Redeveloping an infill lot by constructing six townhouses in place of one single detached dwelling assists in achieving the objective of having a range of housing types and densities, and is an example of efficient utilization of land, resources, and infrastructure. The proposed consents are aligned with the objectives of the Hanover Official Plan.

#### **D2.4 General Policies**

- D2.4.3 New residential development shall occur by intensification, infilling, and expansion.*
- D2.4.4 Residential development through intensification shall be encouraged to represent 10% of the new residential dwellings being established within the Town.*
- D2.4.5 The residential portion of all subdivisions, condominiums or multi-unit developments shall provide a density of no less than 25 dwelling units per net hectare.*
- D2.17.d Medium density residential housing is strongly encouraged within the Residential designated areas of Hanover, and will likely be required in most new multi-lot or multi unit developments in order to achieve the minimum density required by this Official Plan.*
- D2.17.e The following shall be taken into consideration when reviewing the appropriateness of a new medium or high density development:*
  - I. The proposed use shall generally be compatible with existing uses in close proximity of the subject lands. The word “compatible” does not necessarily mean the same as or similar to existing nearby built form. Being compatible shall mean that the proposed use can co-exist with the existing nearby built form without causing undue adverse impacts with regard to dwarfing of buildings, shadowing, existing views, increased noise, traffic, etc.*
  - II. Adequate buffering, landscaping and building setbacks shall be provided to protect the privacy of the adjacent residential properties.*
  - III. The roads in the area shall have the ability to handle the expected traffic increase. Medium and high density housing will generally be encouraged to locate in areas near arterial or collector roads in order to minimize traffic congestion and facilitate access to commercial areas.*
  - IV. Municipal water and sanitary sewer capacity shall be available to service the proposed development.*
  - V. Adequate off-street parking shall be provided to serve the proposed development.*
- D2.17.f The design of the medium and high density development shall take into consideration:*

- I. *The height, bulk and siting of buildings shall achieve harmonious design and integrate with the surrounding area.*
- II. *Appropriate open space, landscaping and buffering shall be provided on site to maximize the privacy and enjoyment of the residents residing on the property and to minimize any potential impact on adjacent lower density uses.*

The proposed redevelopment is an example of infilling, which assists in achieving the Town's minimum target of 10% of all new housing be provided through infill. The development constitutes medium density housing, which is strongly encouraged by the plan. **The proposal also achieves a density of 26 units per net hectare, which is just over the minimum of 25 units per net hectare required by the Plan.** The proposed townhouses are compatible with the multi-residential and single-detached land uses that are located on the street, and the modest increase in units will have no discernable impact on traffic or infrastructure. The proposed units will have the minimum required parking, and the bulk of the buildings is similar to existing low-density uses.

#### **E4.1.1 General Land Division Policies**

*a) All land division shall occur via Plan of Subdivision or, where deemed appropriate by the Town, through the severance process, except where also permitted under Section 53 of The Planning Act (R.S.O. 1990)*

*b) The division of land may be permitted where:*

- I. *The proposed land division complies with the policies pertaining to the subject property's land use designation and all other relevant policies of this Official Plan. Consideration of an Official Plan Amendment may be given as required to facilitate the lot creation, where such an Amendment represents appropriate land use planning.*
- II. *ii. The proposed land division complies with the applicable provisions of the Comprehensive Zoning By-law. Consideration of a Zoning By-law Amendment or Minor Variance may be given as required to facilitate the lot creation, where such an Amendment or Minor Variance represents appropriate land use planning.*
- III. *The proposed land division results in lots having frontage on a public road that is, or will be, opened and maintained year-round and is of a standard of construction acceptable to the Town, County or Province, where applicable.*
- IV. *Safe and suitable vehicular access is available which meets Municipal, County or Provincial transportation objectives, standards and policies for safety and access. Access may also be restricted and/or prohibited along the Provincial Highway or County Roads if required to ensure safe traffic movement.*
- V. *It has been established that the site's size, configuration and soil/drainage conditions are suitable for all parcels involved to permit the proper location of a building, driveway and other associated features.*
- VI. *The division of land represents orderly and efficient use of land, and its approval would not hinder future development of the retained lands.*

*c) The Town, in conjunction with the County of Grey, shall determine through pre-submission discussions with the developer or owner whether a land division proposal shall proceed via Plan of Subdivision or through the severance process.*

**E.4.1.2 Plans of Subdivision**

*a) With the exception of lot creation along an already constructed public road and generally involving fewer than five lots, all development shall occur via Plan of Subdivision.*

**E.4.1.3 Severances**

*a) Where the Town, in conjunction with the County, has established that a Plan of Subdivision is not necessary for the proper and orderly development of a parcel of land, a severance (or “consent”) application may be considered by the Town.*

**E4.2 Part-Lot Control**

*E4.2.1 As an alternative to creating lots via Plan of Subdivision or through the Consent process, Section 50(5) of the Planning Act (R.S.O. 1990) gives the Town the authority to pass a by-law exempting land situated in a registered plan of subdivision from part-lot control to allow for the registration of a reference plan, which would have the effect of dividing the land into a larger number of parcels or to change existing lot lines.*

*E4.2.3 A proposal involving part-lot control exemption must conform to this Official Plan and the Comprehensive Zoning By-law. Consideration of an Official Plan Amendment, Zoning By-law Amendment or Minor Variance may be given as required to facilitate the lot creation, where such an Amendment or Minor Variance represents appropriate land use planning.*

The wording of Part E.4.1.2, which is “**with the exception of lot creation along an already constructed public road and generally involving fewer than five lots, all development shall occur via Plan of Subdivision**” creates some ambiguity as to whether or not the proposed lot creation needs to occur by way of subdivision. The proposed lot creation is along an already constructed road, however, the proposal is to create five new lots and end up with a total of six lots. Considering that the lot creation is along an already constructed public road, the policy includes the wording “**generally** involving fewer than five lots”, and the other lot creation policies indicate that the Municipality can decide when other means of subdivision are appropriate, the division can instead be achieved in an orderly and acceptable manner via consent in compliance with the Official Plan and without the need for an amendment to the Plan.

**The suitability of the land for the purposes for which it is to be subdivided**

The land is already zoned for the proposed use, and the building can be constructed regardless of whether or not the consents are approved. The land is suitable for the proposed use, and the proposed lot lines are logical and suitable.

**d.1 if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing**

There are no official affordable housing units being proposed. The townhouse units that are being constructed will be sold at a price point that is generally more affordable than a typical single detached dwelling.

**The number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them**

The six townhouse units will front onto 7<sup>th</sup> Street, which is a maintained public highway that is in a good state of repair. The subdivision of the property will have no impact on the adjacent or surrounding highways.

**The dimensions and shapes of the proposed lots**

The townhouse units have been designed to comply with the minimum provisions of the Township's Zoning By-law. The interior units are 6.1 metres wide, whereas the by-law requires a minimum width of 5.5 metres for an interior street townhouse lot, and the exterior units are 7.5 metres wide, whereas the by-law requires a minimum width of 7 metres for an end unit. These dimensions allow for a one car garage and a minimal, but suitable >1.25 metre setback from the end unit interior lot lines. Each of the lots will be at least 330 square metres, which exceeds the 230 (interior unit) and 290 (end unit) minimums established by the R4 zone. The dimensions of the proposed lots are suitable and allow for conformity to the Zoning By-law.

**The restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land**  
Easements will be imposed along the side yard of the two end units, and perpendicular to the length of each of the lots surrounding the new sanitary sewer that will be constructed. This easement will be in favour of the Town of Hanover and will allow the Town to maintain the Town-owned sanitary infrastructure.

**Conservation of natural resources and flood control**

The subdivision of the property has no impact or relationship to the conservation of natural resources. A grading plan was prepared by Cobide Engineering, and appropriate grading is being implemented for stormwater management purposes.

**The adequacy of utilities and municipal services**

Town Staff have advised that the existing stormwater and water infrastructure on 7<sup>th</sup> Street can accommodate the proposed development. As mentioned, the existing sanitary sewer is positioned in the way of the proposed building and must be rerouted and the expense of the Proponent. This must be addressed through a development agreement that will be imposed as a condition of consent.

**The adequacy of school sites**

The proposed infill building is permitted as-of-right, and the division of the land into six lots has no impact on school sites.

**The area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes**

Easements related to the sanitary sewer will be conveyed to the Town of Hanover. The final dimension of the easements will be based on the needs of the Town.

**The extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy**

This criterion is not relevant to the proposal.

**The interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the City of Toronto Act, 2006**

The 6-unit townhouse is not subject to site plan control.

## Conclusion

The proposed consents will allow the subject infill lot to be redeveloped from an old single detached dwelling into six townhouse units that can each be sold to different owners. This redevelopment helps achieve intensification goals within the PPS, the County Official Plan, and the Hanover Official Plan. This neighbourhood already contains several medium density residential uses, and the proposed development will compliment these existing uses. The proposed development represents good planning and is in the public interest, and we respectfully request that the consents be approved.

## Appendix

1. Engineered Site Plans
2. Construction Drawings

**TOWN OF HANOVER**  
**APPLICATION FOR MINOR VARIANCE**  
Under Section 45 of the Ontario Planning Act, R.S.O. 1990, as amended

(FOR OFFICE USE ONLY)

FILE NUMBER A - 1 - 25

Date Received: Apr 7, 25

The undersigned applies to the Committee of Adjustment of the Town of Hanover for relief from the Applicable Zoning By-Law.

**NOTE:** This application consists of Part "A", Part "B" and Part "C". To avoid delays, the information on each part must be complete and accurate. Incomplete applications will be returned. All applications must be signed. Metric units should be used. **PLEASE PRINT.**

Mail 3 copies of this form to: TOWN OF HANOVER  
341 10th Street  
HANOVER, Ontario  
N4N 1P5  
(519) 364-2780

**FEE:** \$ 1350 Payable to the TOWN OF HANOVER

PART "A" (Page 1 of 2)

1. NAME AND ADDRESS

| APPLICANT/OWNER'S NAME AND ADDRESS                                                                                   |  | AGENT/SOLICITOR'S NAME AND ADDRESS |  |
|----------------------------------------------------------------------------------------------------------------------|--|------------------------------------|--|
| Name:<br>Candue Homes 2020 Ltd                                                                                       |  | Name:                              |  |
| Mailing Address:<br>PO Box 656                                                                                       |  | Mailing Address:                   |  |
| Town/City/Province:<br>Hanover                                                                                       |  | Town/City/Province:                |  |
| Postal Code:<br>N0G1R0                                                                                               |  | Postal Code:                       |  |
| Telephone Number: [REDACTED]                                                                                         |  | Telephone Number: ( ) -            |  |
| Facsimile Number ( ) -                                                                                               |  | Facsimile Number ( ) -             |  |
| All Correspondence Should Be Sent To: <input type="checkbox"/> APPLICANT OR <input type="checkbox"/> AGENT/SOLICITOR |  |                                    |  |

2. LOCATION OF PROPERTY

|                                  |               |                                      |                          |
|----------------------------------|---------------|--------------------------------------|--------------------------|
| Municipality<br>Hanover          |               | Municipal Address<br>730 18th Street |                          |
| Registered Plan Number<br>16M-95 | Lot(s)<br>100 | Reference Plan Number                | Part(s)<br>Parcel Number |
| Geographic or Former Township    |               | Concession Number                    | Lot Number (s)           |
| Assessment Roll Number:          |               | 422904000340100                      |                          |

3. Date subject land was acquired by current owner:

August 2023

4. Date existing buildings or structures on subject land were constructed:

Under construction

5. Name and Address of Mortgagees, holders of charges or other encumbrances in respect of the subject property:

6. CURRENT OFFICIAL PLAN DESIGNATION OF SUBJECT PROPERTY

Primary Settlement

7. CURRENT ZONING OF SUBJECT PROPERTY

R4-37

8. Nature and extent of the relief from the Zoning By-Law applied for:

USEEXTENSION

9. Reason(s) why the proposed use cannot comply with the provisions of the Zoning By-Law:

We propose enclosing the existing approved deck and making a minor reduction in the rear yard setback from 7.5m to 6.44m to accommodate the enclosed structure.  
Constructing a new unenclosed deck in the rear yard, encroaching 2.6m instead of the 1.2m permitted by the zoning bylaw.

## PART "A" (Page 2 of 2)

10. Is the property subject of a current application under the Act: (Please indicate File Number and status of application)

Consent ☒ No ☐ Yes  
File Number \_\_\_\_\_

Plan of Subdivision ☒ No ☐ Yes  
File Number \_\_\_\_\_

☐ Other \_\_\_\_\_  
File Number \_\_\_\_\_

11. Has the subject property ever been the subject of a previous application for relief from the Zoning By-Law?

☐ No ☒ Yes (please indicate File Number and status of application.) Z2-21 (R4-37) (Plan of Subdivision)

### 12. DESCRIPTION OF PROPERTY AS SHOWN ON SKETCH

|                 | EXISTING      | BY-LAW PROVISIONS | PROPOSED  |
|-----------------|---------------|-------------------|-----------|
| FRONTAGE (m.)   | 22.17 m       | 5.5 m             | No Change |
| DEPTH (m.)      | -             | -                 | No Change |
| AREA (m.)       | 607.03 sq. m. | 290 sq. m.        | No Change |
| WIDTH OF STREET |               |                   |           |

### 13. USE OF PROPERTY

|                          |                                                                      |
|--------------------------|----------------------------------------------------------------------|
| EXISTING USE Residential | Length of time Existing Uses of subject land have continued:<br>2023 |
| PROPOSED USE Residential |                                                                      |

### 14. EXISTING USES OF ABUTTING PROPERTIES:

Have you contacted your neighbours regarding this application? ☐ Yes ☒ No

### 15. ZONING PROVISIONS

|                              | EXISTING  | BY-LAW PROVISIONS | PROPOSED                      |
|------------------------------|-----------|-------------------|-------------------------------|
| TYPE OF BUILDING/STRUCTURE   | Townhouse | Townhouse         | townhouse+deck (encl&unencl)  |
| SETBACK FROM FRONT LOT LINE  | 6.02      | 6 m               | 6.02 m                        |
| SETBACK FROM REAR LOT LINE   | 6.44      | 7.5 m             | 6.44m & 2.6m encl. for unenc. |
| SETBACK FROM SIDE LOT LINE   | 7.03      | 3.00              | No Change                     |
| SETBACK FROM SIDE LOT LINE   | n/a       | n/a               | No Change                     |
| HEIGHT OF BUILDING/STRUCTURE | 4.5       | 10 m              | No Change                     |
| DIMENSIONS OR FLOOR AREA     | 147.21    | 74.5 sq. m.       | 147.21+15.25=162.46 sq. ft    |
| PARKING SPACES               | 2         | 2                 | No Change                     |
| LOT COVERAGE                 | 24%       | 40%               | 26.58%                        |

### 16. SERVICING - ROAD ACCESS

|                           |                                                                                                                 |                            |  |                                     |  |                                     |  |
|---------------------------|-----------------------------------------------------------------------------------------------------------------|----------------------------|--|-------------------------------------|--|-------------------------------------|--|
| COMMON NAME OF ROAD       |                                                                                                                 | 18th Street                |  | EXISTING                            |  | PROPOSED                            |  |
| a. OWNERSHIP              |                                                                                                                 | Municipality               |  | <input checked="" type="checkbox"/> |  | <input checked="" type="checkbox"/> |  |
|                           |                                                                                                                 | Crown                      |  |                                     |  |                                     |  |
|                           |                                                                                                                 | Ministry of Transportation |  |                                     |  |                                     |  |
|                           |                                                                                                                 | County                     |  |                                     |  |                                     |  |
|                           |                                                                                                                 | Private                    |  |                                     |  |                                     |  |
| b. MAINTENANCE            | i.                                                                                                              | Municipality               |  | <input checked="" type="checkbox"/> |  | <input checked="" type="checkbox"/> |  |
|                           |                                                                                                                 | Unassumed Municipal Road   |  |                                     |  |                                     |  |
|                           |                                                                                                                 | Ministry of Transportation |  |                                     |  |                                     |  |
|                           |                                                                                                                 | County                     |  |                                     |  |                                     |  |
|                           |                                                                                                                 | Private or Right of Way    |  |                                     |  |                                     |  |
|                           |                                                                                                                 | None                       |  |                                     |  |                                     |  |
|                           | ii.                                                                                                             | Seasonal                   |  |                                     |  |                                     |  |
|                           |                                                                                                                 | Year-Round                 |  | <input checked="" type="checkbox"/> |  | <input checked="" type="checkbox"/> |  |
| c. WATER ACCESS:          | If the proposed access is by water, please describe the nearest public boat launching and car parking facility. |                            |  |                                     |  |                                     |  |
|                           | How far is it from the property, and what facilities are there?                                                 |                            |  |                                     |  |                                     |  |
|                           | Please also show on key plan portion of the sketch map.                                                         |                            |  |                                     |  |                                     |  |
| d. OTHER ACCESS (Specify) |                                                                                                                 |                            |  |                                     |  |                                     |  |

### 17. SERVICING - WATER

|                                           | EXISTING                            | PROPOSED                            |
|-------------------------------------------|-------------------------------------|-------------------------------------|
| Water Supplied By:                        |                                     |                                     |
| Municipality                              | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Local Services Board                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Private: Well, Lake or Communal (Specify) | <input type="checkbox"/>            | <input type="checkbox"/>            |

### 18. SERVICING - SEWAGE

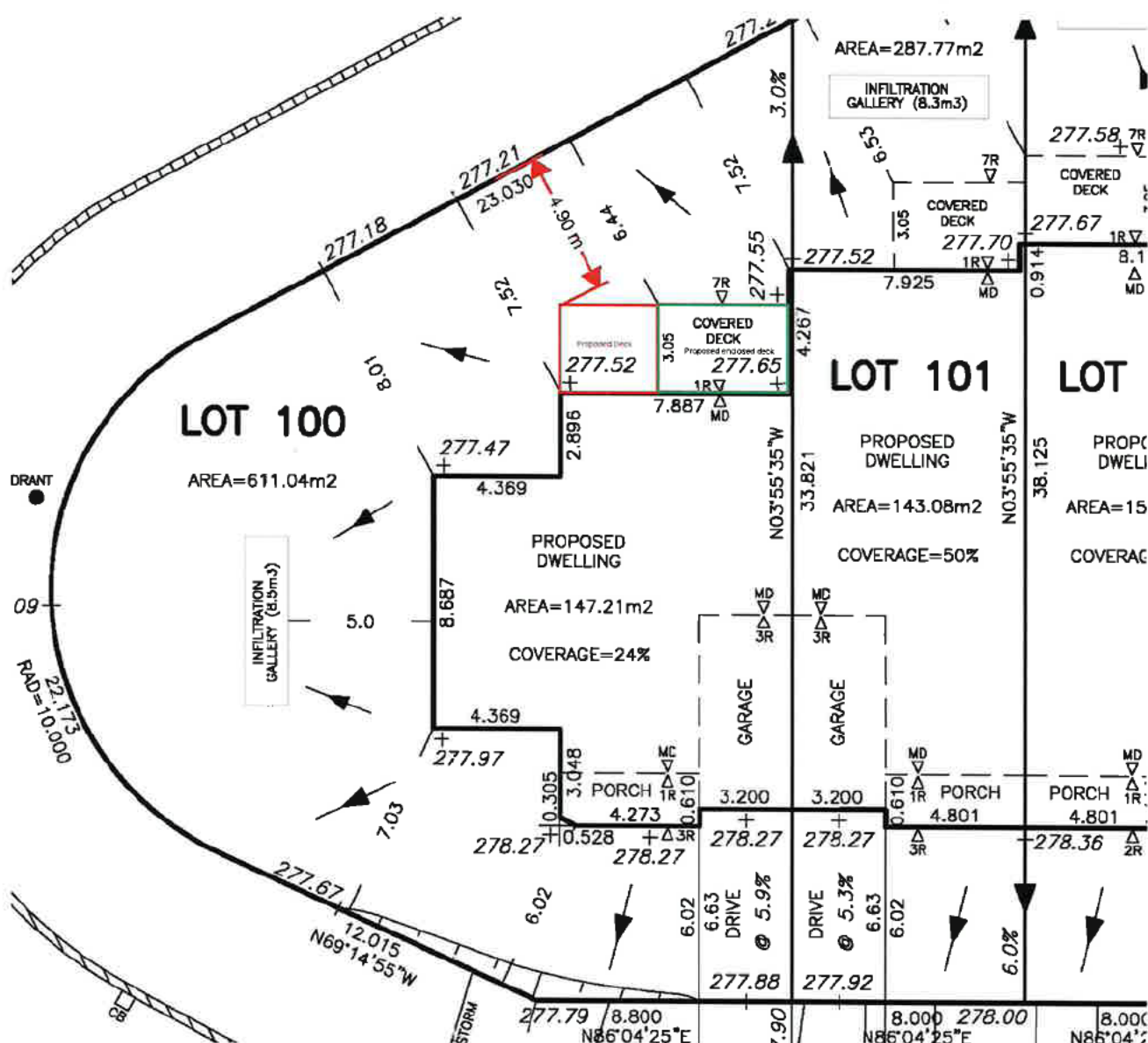
|                                          | EXISTING                            | PROPOSED                            |
|------------------------------------------|-------------------------------------|-------------------------------------|
| Sewage System Supplied By:               |                                     |                                     |
| Municipality                             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Local Services Board                     | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Private: Septic, Pit, Chemical (Specify) | <input type="checkbox"/>            | <input type="checkbox"/>            |

### 19. SERVICING - STORM DRAINAGE

|                             | EXISTING                            | PROPOSED                            |
|-----------------------------|-------------------------------------|-------------------------------------|
| Storm Drainage Supplied By: |                                     |                                     |
| Municipality                | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Sewers                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Ditches                     | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Swales                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Other: (Specify)            | <input type="checkbox"/>            | <input type="checkbox"/>            |

### 20. OTHER DOCUMENTS (as specified below)

Sketch Accompanying Application  
See Information Below denoting requirements.



- i. The boundaries and dimensions of the subject land.
- ii. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
- iii. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- iv. The current uses on land that is adjacent to the subject land.
- v. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
- vi. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- vii. The location and nature of any easement affecting the subject land.

PART "C"

AFFIDAVIT (This affidavit must be signed in the presence of a Commissioner)

Dated at the Town of Hanover  
this 7th day of April, 2025  
I/We, Rebecca Wertz of the Municipality of  
West Grey in the County/District/Regional Municipality of Grey

do solemnly declare that all the statements contained in this application are true, and I/We make this solemn declaration conscientiously believing it to be true, and knowing that 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  
Town of Hanover  
In the County  
of Grey  
this 7th day of April, 2025

A Commissioner, etc.  
Jennifer Terstege, a Commissioner etc.  
County of Grey, while Deputy Treasurer of the Corporation  
of the Town of Hanover.

AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER

If this application is made by an agent or solicitor on behalf of the landowner, the owner's written authorization must be included. Without such authorization, the application cannot be considered. If surface and subsurface rights are held by different parties, both signatures are required.

I/We \_\_\_\_\_, Owner(s) of the lands as described in this application  
and known as \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_  
in the \_\_\_\_\_ of \_\_\_\_\_ do hereby authorize \_\_\_\_\_  
\_\_\_\_\_ to act as my Agent/Solicitor for this application.

Signature of Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Personal information on this form is collected under the authority of the Planning Act, RSO 1990, Chapter P. 13, as amended, and will be used to assess applications for Minor Variances to the Zoning By-Law for the Town of Hanover. Questions about this collection should be directed to the Chief Building Official/Planning Administrator, Town of Hanover, 341 10th Street, Hanover, Ontario N4N 1P5 Phone (519) 364-2780.

# TOWN OF HANOVER

## APPLICATION FOR MINOR VARIANCE

Under Section 45 of the Ontario Planning Act, R.S.O. 1990, as amended

(FOR OFFICE USE ONLY)

FILE NUMBER A - 2 - 25

Date Received: April 25, 2025

The undersigned applies to the Committee of Adjustment of the Town of Hanover for relief from the Applicable Zoning By-Law.

**NOTE:** This application consists of Part "A", Part "B" and Part "C". To avoid delays, the information on each part must be complete and accurate. Incomplete applications will be returned. All applications must be signed. Metric units should be used. **PLEASE PRINT.**

Mail 3 copies of this form to: TOWN OF HANOVER  
341 10th Street  
HANOVER, Ontario  
N4N 1P5  
(519) 364-2780

**FEE:** \$ 1350.00 Payable to the TOWN OF HANOVER

### PART "A" (Page 1 of 2)

#### 1. NAME AND ADDRESS

| APPLICANT/OWNER'S NAME AND ADDRESS    | AGENT/SOLICITOR'S NAME AND ADDRESS |
|---------------------------------------|------------------------------------|
| Name:<br>Jeffrey Macgregor            | Name:                              |
| Mailing Address:<br>154 16th Ave Cres | Mailing Address:                   |
| Town/City/Province:<br>Hanover        | Town/City/Province:                |
| Postal Code:<br>N4N 3V3               | Postal Code:                       |
| Telephone Number: (     ) -           | Telephone Number: (     ) -        |
| Facsimile Number (     ) -            | Facsimile Number (     ) -         |

All Correspondence Should Be Sent To: ☒ APPLICANT OR ☐ AGENT/SOLICITOR

#### 2. LOCATION OF PROPERTY

|                                                   |                                        |                       |         |               |
|---------------------------------------------------|----------------------------------------|-----------------------|---------|---------------|
| Municipality<br>Hanover                           | Municipal Address<br>154 16th Ave Cres |                       |         |               |
| Registered Plan Number<br>1092                    | Lot(s)<br>6                            | Reference Plan Number | Part(s) | Parcel Number |
| Geographic or Former Township                     | Concession Number                      | Lot Number (s)        |         |               |
| Assessment Roll Number: <b>4229 010 003 09906</b> |                                        |                       |         |               |

3. Date subject land was acquired by current owner:  
2011

4. Date existing buildings or structures on subject land were constructed:  
House, Attached Garage - 1999 and outdoor pool - 2002

5. Name and Address of Mortgagees, holders of charges or other encumbrances in respect of the subject property:

#### 6. CURRENT OFFICIAL PLAN DESIGNATION OF SUBJECT PROPERTY

Residential

#### 7. CURRENT ZONING OF SUBJECT PROPERTY

Residential Type 1 zone (R1)

8. Nature and extent of the relief from the Zoning By-Law applied for:  
USE ☐ EXTENSION ☐

#### 9. Reason(s) why the proposed use cannot comply with the provisions of the Zoning By-Law:

To vary the provisions for maximum gross building area for the construction of an accessory structure, and to reduce the required side yard setback (right) and rear yard corner setback to permit the proposed construction.

| Provisions            | Bylaw         | Proposed      |
|-----------------------|---------------|---------------|
| Building Area         | 600 sq. ft.   | 1051 sq. ft   |
| Side yard setback (R) | 1m or 3.28 ft | 0.91m or 3 ft |
| Rear yard Setback     | 1m or 3.28 ft | 0.91m or 3 ft |

PART "A" (Page 2 of 2)

10. Is the property subject of a current application under the Act: (Please indicate File Number and status of application)

Consent ☒ No ☐ Yes

Plan of Subdivision ☒ No ☐ Yes

☐ Other \_\_\_\_\_

File Number \_\_\_\_\_

File Number \_\_\_\_\_

File Number \_\_\_\_\_

11. Has the subject property ever been the subject of a previous application for relief from the Zoning By-Law?

☒ No ☐ Yes (please indicate File Number and status of application.)

| 12. DESCRIPTION OF PROPERTY AS SHOWN ON SKETCH | EXISTING   | BY-LAW PROVISIONS | PROPOSED  |
|------------------------------------------------|------------|-------------------|-----------|
| FRONTAGE (m.)                                  | 17m        | 14m               | No Change |
| DEPTH (m.)                                     | 37.10m     | -                 | No Change |
| AREA (m.)                                      | 630.7 sq m | 425 sq. m         | No Change |
| WIDTH OF STREET                                |            |                   |           |

13. USE OF PROPERTY

EXISTING USE  
Residential

Length of time Existing Uses of subject land have continued:  
26 years

PROPOSED USE  
Residential

14. EXISTING USES OF ABUTTING PROPERTIES:

Have you contacted your neighbours regarding this application? ☐ Yes ☐ No

| 15. ZONING PROVISIONS        | EXISTING                 | BY-LAW PROVISIONS | PROPOSED                  |
|------------------------------|--------------------------|-------------------|---------------------------|
| TYPE OF BUILDING/STRUCTURE   | Single Family+ Shed      | Single Family     | Single Family+Deta.Garage |
| SETBACK FROM FRONT LOT LINE  | 25'                      | 19.6'             | 94.80'                    |
| SETBACK FROM REAR LOT LINE   | 44'                      | 3.28'             | 3'                        |
| SETBACK FROM SIDE LOT LINE   | 6'                       | 3.28'             | 112.06'                   |
| SETBACK FROM SIDE LOT LINE   | 20'                      | 3.28'             | 3'                        |
| HEIGHT OF BUILDING/STRUCTURE | 20 ft                    | 16.4'             | 16.4 ft                   |
| DIMENSIONS OR FLOOR AREA     | 2166 sq. ft + 160 sq. ft | 600 sq ft         | 2166+1051 sq. ft          |
| PARKING SPACES               | 2                        | 2                 | 2                         |
| LOT COVERAGE                 | 18.3                     | 40                | 31.03                     |

16. SERVICING - ROAD ACCESS

COMMON NAME OF ROAD

|                |                            | EXISTING                            | PROPOSED                            |
|----------------|----------------------------|-------------------------------------|-------------------------------------|
| a. OWNERSHIP   | Municipality               | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                | Crown                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | Ministry of Transportation | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | County                     | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | Private                    | <input type="checkbox"/>            | <input type="checkbox"/>            |
| b. MAINTENANCE | i. Municipality            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                | Unassumed Municipal Road   | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | Ministry of Transportation | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | County                     | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | Private or Right of Way    | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | None                       | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | ii. Seasonal               | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                | Year-Round                 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

c. WATER ACCESS:

If the proposed access is by water, please describe the nearest public boat launching and car parking facility.

How far is it from the property, and what facilities are there?

Please also show on key plan portion of the sketch map.

d. OTHER ACCESS (Specify)

| 17. SERVICING - WATER |                                           | EXISTING                            | PROPOSED                            |
|-----------------------|-------------------------------------------|-------------------------------------|-------------------------------------|
| Water Supplied By:    | Municipality                              | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                       | Local Services Board                      | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                       | Private: Well, Lake or Communal (Specify) | <input type="checkbox"/>            | <input type="checkbox"/>            |

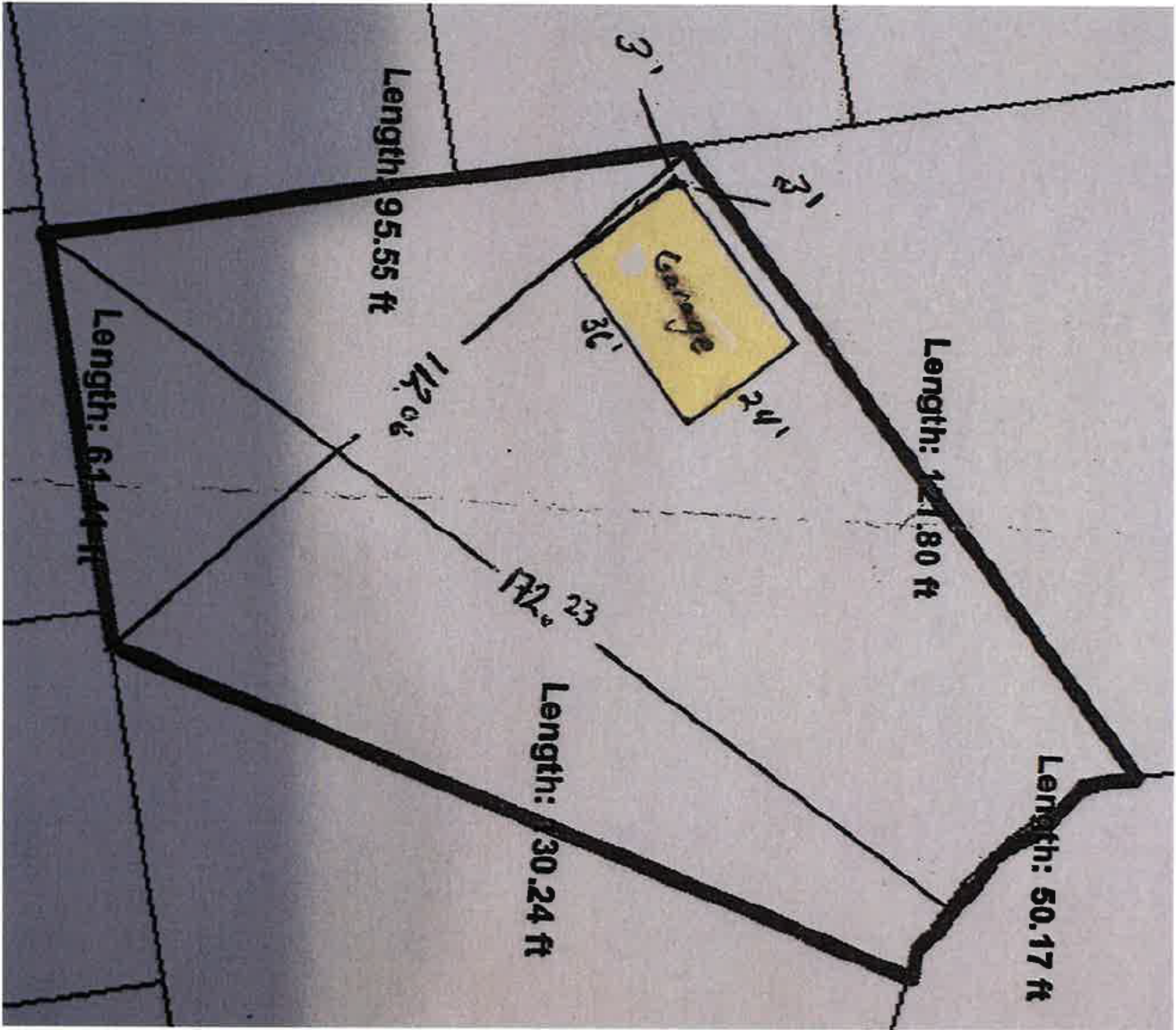
| 18. SERVICING - SEWAGE     |                                          | EXISTING                            | PROPOSED                            |
|----------------------------|------------------------------------------|-------------------------------------|-------------------------------------|
| Sewage System Supplied By: | Municipality                             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                            | Local Services Board                     | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                            | Private: Septic, P t, Chemical (Specify) | <input type="checkbox"/>            | <input type="checkbox"/>            |

| 19. SERVICING - STORM DRAINAGE |                  | EXISTING                            | PROPOSED                            |
|--------------------------------|------------------|-------------------------------------|-------------------------------------|
| Storm Drainage Supplied By:    | Municipality     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                                | Sewers           | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                                | Ditches          | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                                | Swales           | <input type="checkbox"/>            | <input type="checkbox"/>            |
|                                | Other: (Specify) | <input type="checkbox"/>            | <input type="checkbox"/>            |

20. OTHER DOCUMENTS (as specified below)

**PART "B"**

Sketch Accompanying Application  
See Information Below denoting requirements.



- The above sketch should include the following:
- i. The boundaries and dimensions of the subject land.
  - ii. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
  - iii. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
  - iv. The current uses on land that is adjacent to the subject land.
  - v. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
  - vi. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
  - vii. The location and nature of any easement affecting the subject land.

PART "C"

AFFIDAVIT (This affidavit must be signed in the presence of a Commissioner)

Dated at the Town of Hanover  
this 2nd day of May, 20 25  
I/We, \_\_\_\_\_ of the Town of  
Hanover in the County/District/Regional Municipality of Grey

do solemnly declare that all the statements contained in this application are true, and I/We make this solemn declaration conscientiously believing it to be true, and knowing that 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  
Town of Hanover  
In the County  
of Grey  
this 2nd day of May, 20 25

[Redacted Signature Area]

A Commissioner etc.  
[Redacted Signature Area]

Tanya Patterson, a Commissioner, etc.,  
County of Grey, while Deputy Clerk of the  
Corporation of the Town of Hanover.

AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER

*If this application is made by an agent or solicitor on behalf of the landowner, the owner's written authorization must be included. Without such authorization, the application cannot be considered. If surface and subsurface rights are held by different parties, both signatures are required.*

I/We \_\_\_\_\_, Owner(s) of the lands as described in this application  
and known as \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_  
in the \_\_\_\_\_ of \_\_\_\_\_ do hereby authorize \_\_\_\_\_  
\_\_\_\_\_ to act as my Agent/Solicitor for this application.

Signature of Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

**Personal information on this form is collected under the authority of the Planning Act, RSO 1990, Chapter P. 13, as amended, and will be used to assess applications for Minor Variances to the Zoning By-Law for the Town of Hanover. Questions about this collection should be directed to the Chief Building Official/Planning Administrator, Town of Hanover, 341 10th Street, Hanover, Ontario N4N 1P5 Phone (519) 364-2780.**