

ITEM: 6.7	REPORT SUMMARY MINOR VARIANCE APPLICATION FILE NUMBER A035/25
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Report Date: May 30, 2025

THIS REPORT CONTAINS COMMENTS FROM THE FOLLOWING
DEPARTMENTS & AGENCIES (SEE SCHEDULE B):

Additional comments from departments and agencies received after the publication of the report will be made available on the City’s [website](#).

Internal Departments *Comments Received	Conditions Required		Nature of Comments
Committee of Adjustment	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	General Comments w/Conditions
Building Standards (Zoning)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments
Development Planning	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Recommend Approval/No Conditions
Development Engineering	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	General Comments w/Conditions
Development Finance	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments
By-law & Compliance	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments

External Agencies *Comments Received	Conditions Required		Nature of Comments *See Schedule B for full comments
Alectra	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments
Region of York	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments
TRCA	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments

PUBLIC & APPLICANT CORRESPONDENCE (SEE SCHEDULE C)				
All personal information collected because of this public meeting (including both written and oral submissions) is collected under the authority of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the Planning Act and all other relevant legislation, and will be used to assist in deciding on this matter. All personal information (as defined by MFIPPA), including (but not limited to) names, addresses, opinions and comments collected will become property of the City of Vaughan, will be made available for public disclosure (including being posted on the internet) and will be used to assist the Committee of Adjustment and staff to process this application.				
Correspondence Type	Name	Address	Date Received (mm/dd/yyyy)	Summary
Applicant			04/16/2025	Application Cover Letter

BACKGROUND (SCHEDULE D, IF REQUIRED)	
* Background Information contains historical development approvals considered to be related to this file. This information should not be considered comprehensive.	
Application No. (City File)	Application Description (i.e. Minor Variance Application; Approved by COA / OLT)
N/A	N/A

ADJOURNMENT HISTORY	
* Previous hearing dates where this application was adjourned by the Committee and public notice issued.	
Hearing Date	Reason for Adjournment (to be obtained from NOD_ADJ)
N/A	N/A

SCHEDULES	
Schedule A	Drawings & Plans Submitted with the Application
Schedule B	Comments from Agencies, Building Standards & Development Planning
Schedule C (if required)	Public & Applicant Correspondence
Schedule D (if required)	Background

	MINOR VARIANCE APPLICATION FILE NUMBER A035/25
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CITY WARD #:	5
APPLICANT:	Belmont Properties (Weston) Inc
AGENT:	Ryan Virtanan & Alyssa Woods (KLM Planning Partners Inc.)
PROPERTY:	Block 237, Registered Plan 65M-4145, Weston Road, Vaughan
ZONING DESIGNATION:	See below.
VAUGHAN OFFICIAL PLAN (2010) DESIGNATION:	Vaughan Official Plan 2010 ('VOP 2010'): "Low Rise Residential"
RELATED DEVELOPMENT APPLICATIONS:	N/A
PURPOSE OF APPLICATION:	Relief from the Zoning By-law is being requested to permit a temporary sales office in a zone with a Holding Symbol "(H)". Relief is also being requested to permit increased parking capacity.

The following variances are being requested from the City’s Zoning By-law to accommodate the above proposal:

Requested variances to the Zoning By-law are listed on the following page.
The subject lands are zoned RT(H) Townhouse Residential Zone and R3 (H) Third Density Residential Zone with a Holding Symbol and subject to the provisions of Exception 14.1117 under Zoning By-law 001-2021, as amended.

#	Zoning By-law 001-2021	Variance requested
1	Lands labelled with the Holding Symbol “(H)” shall be used only for a use legally existing as of the date of the enactment of By-law 282-2007, or the production of field crops. [Exception 14.1117]	To permit a Temporary Sales Office in a zone with a Holding Symbol “(H)”.
2	A maximum of 6.0 parking spaces are permitted for the temporary sales office. [Section 6.3.5, Table 6-2]	To permit a maximum of 15.0 parking spaces for the temporary sales office.
3	A minimum rear yard of 7.5 m is required to the temporary sales office. [Section 7.3.2, Table 7-7]	To permit a minimum rear yard of 4.0 m to the temporary sales office.

HEARING INFORMATION
DATE OF MEETING: Thursday, June 5, 2025 TIME: 6:00 p.m. MEETING LOCATION: Vaughan City Hall, Woodbridge Room (2 nd Floor), 2141 Major Mackenzie Drive LIVE STREAM LINK: Vaughan.ca/LiveCouncil
PUBLIC PARTICIPATION
<p>If you would like to speak to the Committee of Adjustment at the meeting, either remotely or in person, please complete the Request to Speak Form and submit to cofa@vaughan.ca</p> <p>If you would like to submit written comments, please quote file number above and submit by mail or email to:</p> <p>Email: cofa@vaughan.ca</p> <p>Mail: City of Vaughan, Office of the City Clerk, Committee of Adjustment, 2141 Major Mackenzie Drive, Vaughan, ON, L6A 1T1</p>

HEARING INFORMATION
To speak electronically, pre-registration is required by completing the Request to Speak Form on-line and submitting it to cofa@vaughan.ca no later than NOON on the last business day before the meeting.
THE DEADLINE TO REGISTER TO SPEAK ELECTRONICALLY OR SUBMIT WRITTEN COMMENTS ON THE ABOVE NOTED FILE(S) IS <u>NOON</u> ON THE LAST BUSINESS DAY BEFORE THE MEETING.

INTRODUCTION
Staff and Agencies act as advisory bodies to the Committee of Adjustment. The comments contained in this report are presented as recommendations to the Committee.
Section 45(1) of the Planning Act sets the criteria for authorizing minor variances to the City of Vaughan’s Zoning By-law. Accordingly, review of the application may consider the following:
That the general intent and purpose of the by-law will be maintained. That the general intent and purpose of the official plan will be maintained. That the requested variance(s) is/are acceptable for the appropriate development of the subject lands. That the requested variance(s) is/are minor in nature.
Public written and oral submissions relating to this application are taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

COMMITTEE OF ADJUSTMENT	
Date Public Notice Mailed:	May 22, 2025
Date Applicant Confirmed Posting of Sign:	May 13, 2025
Applicant Justification for Variances: <small>*As provided in Application Form</small>	To facilitate an appropriate built-form
Was a Zoning Review Waiver (ZRW) Form submitted by Applicant: <small>*ZRW Form may be used by applicant in instances where a revised submission is made, and zoning staff do not have an opportunity to review and confirm variances prior to the issuance of public notice.</small>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
COMMENTS:	
N/A	
Committee of Adjustment Recommended Conditions of Approval:	Applicant to obtain a municipal address. Please contact GISPlanning@vaughan.ca for more information.

BUILDING STANDARDS (ZONING)	
**See Schedule B for Building Standards (Zoning) Comments	
Building Standards Recommended Conditions of Approval:	None

DEVELOPMENT PLANNING	
**See Schedule B for Development Planning Comments.	
Development Planning Recommended Conditions of Approval:	None

DEVELOPMENT ENGINEERING	
Link to Grading Permit Link to Pool Permit Link to Curb Curt Permit Link Culvert Installation	
The Owner / Applicant shall ensure that positive drainage is achieved and that no surface drainage problems are created on adjacent private or public lands because of the construction of the temporary sales office in accordance with the City’s Engineering standards. It’s important note that any in-ground structure exceeding 10 m² necessitates a Grading Permit. Once the Grading Permit is obtained, please reach out to the Development Engineering Reviewer to clear the Condition imposed on this application. The Development Engineering Department does not object to the Minor Variance application A035/25, subject to the following condition(s):	
Development Engineering Recommended Conditions of Approval:	The Owner/Applicant shall submit an application and obtain an approved Grading Permit before initiating any work on the property. The Final Lot Grading and/or Servicing Plan will be required for the Grading Permit Application. Please visit the Engineering Permits page of the City of Vaughan’s website: Engineering Permits City of Vaughan to apply for a Grading Permit. For any

DEVELOPMENT ENGINEERING	
Link to Grading Permit Link to Pool Permit Link to Curb Curt Permit Link Culvert Installation	
	inquiries regarding the Grading Permit, please email DEPermits@vaughan.ca The Owner/Applicant shall submit an application for a Service Connection and to obtain a Cost Estimate by emailing serviceconnections@vaughan.ca . The Final Lot Grading and/or Servicing Plan will be required for the Service Connection Application. All costs associated with the service connection shall be the responsibility of the Owner/Applicant. Please visit the Service Connection page of the City of Vaughan's website: Service Connections City of Vaughan for more information. The Owner/Applicant is encouraged to initiate the process as early as possible as the Service Connection Application process typically takes 4-6 weeks.

PARKS, FORESTRY & HORTICULTURE (PFH)	
No comments received to date.	
PFH Recommended Conditions of Approval:	None

DEVELOPMENT FINANCE	
No comment no concerns	
Development Finance Recommended Conditions of Approval:	None

BY-LAW AND COMPLIANCE, LICENSING AND PERMIT SERVICES	
no comments	
BCLPS Recommended Conditions of Approval:	None

BUILDING INSPECTION (SEPTIC)	
No comments received to date.	
Building Inspection Recommended Conditions of Approval:	None

FIRE DEPARTMENT	
No comments received to date.	
Fire Department Recommended Conditions of Approval:	None

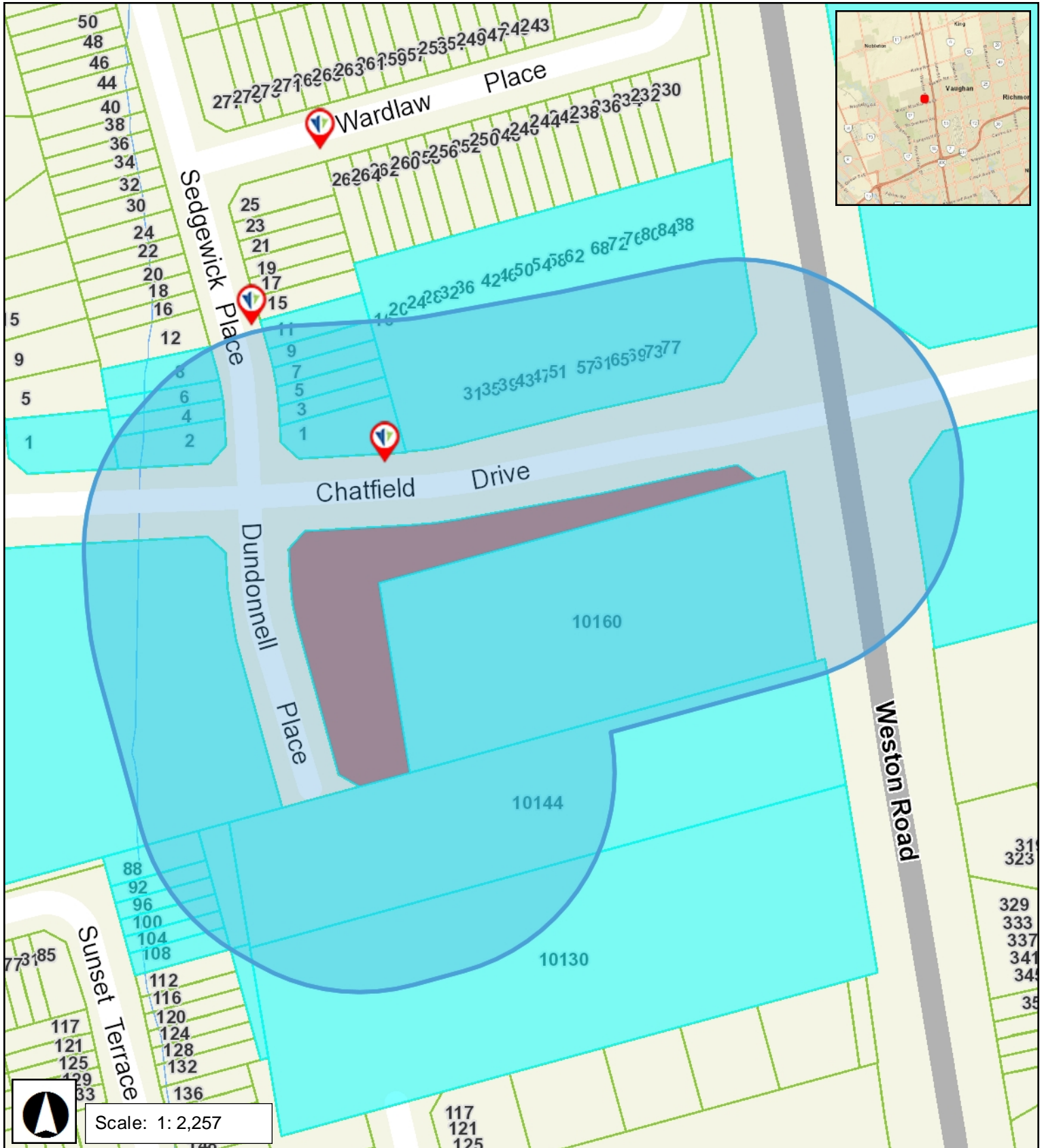
RECOMMENDED CONDITIONS OF APPROVAL SUMMARY		
Should the Committee find it appropriate to approve this application in accordance with request and the sketch submitted with the application, as required by Ontario Regulation 200/96, the following conditions have been recommended:		
#	DEPARTMENT / AGENCY	CONDITION
1	Committee of Adjustment cofa@vaughan.ca	Applicant to obtain municipal address for the subject lands. Please contact GISPlanning@vaughan.ca for information.
2	Development Engineering Rex.bondad@vaughan.ca	The Owner/Applicant shall submit an application and obtain an approved Grading Permit before initiating any work on the property. The Final Lot Grading and/or Servicing Plan will be required for the Grading Permit Application. Please visit the Engineering Permits page of the City of Vaughan's website: Engineering Permits City of Vaughan to apply for a Grading Permit. For any inquiries regarding the Grading Permit, please email DEPermits@vaughan.ca The Owner/Applicant shall submit an application for a Service Connection and to obtain a Cost

RECOMMENDED CONDITIONS OF APPROVAL SUMMARY		
Should the Committee find it appropriate to approve this application in accordance with request and the sketch submitted with the application, as required by Ontario Regulation 200/96, the following conditions have been recommended:		
		Estimate by emailing serviceconnections@vaughan.ca. The Final Lot Grading and/or Servicing Plan will be required for the Service Connection Application. All costs associated with the service connection shall be the responsibility of the Owner/Applicant. Please visit the Service Connection page of the City of Vaughan's website: Service Connections City of Vaughan for more information. The Owner/Applicant is encouraged to initiate the process as early as possible as the Service Connection Application process typically takes 4-6 weeks.
<i>All conditions of approval, unless otherwise stated, are considered to be incorporated into the approval “if required”. If a condition is no longer required after an approval is final and binding, the condition may be waived by the respective department or agency requesting conditional approval. A condition cannot be waived without written consent from the respective department or agency.</i>		

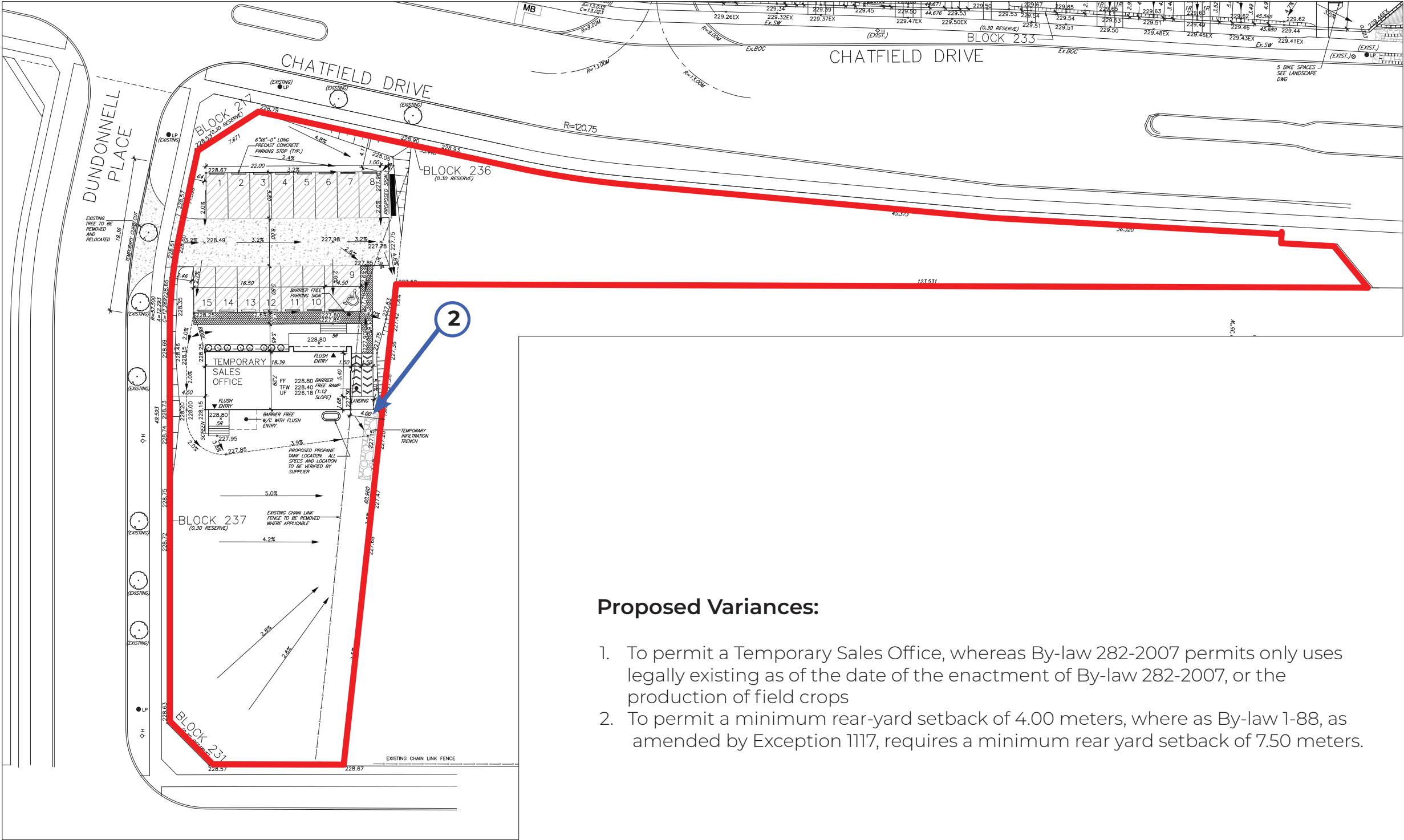
IMPORTANT INFORMATION
CONDITIONS: It is the responsibility of the owner/applicant and/or authorized agent to obtain and provide a clearance letter from respective department and/or agency (see condition chart above for contact). This letter must be provided to the Secretary-Treasurer to be finalized. All conditions must be cleared prior to the issuance of a Building Permit.
APPROVALS: Making any changes to your proposal after a decision has been made may impact the validity of the Committee's decision. An approval obtained from the Committee of Adjustment, where applicable, is tied to the building envelope shown on the plans and drawings submitted with the application and subject to the variance approval. A building envelope is defined by the setbacks of the buildings and/or structures shown on the plans and drawings submitted with the application, as required by Ontario Regulation 200/96. Future development outside of an approved building envelope, where a minor variance was obtained, must comply with the provisions of the City's Zoning By-law. Elevation drawings are provided to reflect the style of roof (i.e. flat, mansard, gable etc.) to which a building height variance has been applied. Where a height variance is approved, building height is applied to the style of roof (as defined in the City's Zoning By-law) shown on the elevation plans submitted with the application. Architectural design features that are not regulated by the City's Zoning By-law are not to be considered part of an approval unless specified in the Committee's decision.
DEVELOPMENT CHARGES: That the payment of the Regional Development Charge, if required, is payable to the City of Vaughan before issuance of a building permit in accordance with the Development Charges Act and the Regional Development Charges By-law in effect at the time of payment. That the payment of the City Development Charge, if required, is payable to the City of Vaughan before issuance of a building permit in accordance with the Development Charges Act and the City's Development Charges By-law in effect at the time of payment. That the payment of the Education Development Charge if required, is payable to the City of Vaughan before issuance of a building permit in accordance with the Development Charges Act and the Boards of Education By-laws in effect at the time of payment That the payment of Special Area Development charge, if required, is payable to the City of Vaughan before issuance of a building permit in accordance with the Development Charges Act and The City's Development Charge By-law in effect at the time of Building permit issuance to the satisfaction of the Reserves/Capital Department.
NOTICE OF DECISION: If you wish to be notified of the decision in respect to this application or a related Ontario Land Tribunal (OLT) hearing you must complete a Request for Decision form and submit

IMPORTANT INFORMATION	
to the Secretary Treasurer (ask staff for details). In the absence of a written request to be notified of the Committee’s decision you will not receive notice.	

SCHEDULE A: DRAWINGS & PLANS



Minor Variance Application
Belmont Properties (Weston) Inc.
Block 237, Registered Plan 65M-4145



Proposed Variances:

1. To permit a Temporary Sales Office, whereas By-law 282-2007 permits only uses legally existing as of the date of the enactment of By-law 282-2007, or the production of field crops
2. To permit a minimum rear-yard setback of 4.00 meters, where as By-law 1-88, as amended by Exception 1117, requires a minimum rear yard setback of 7.50 meters.

Legend

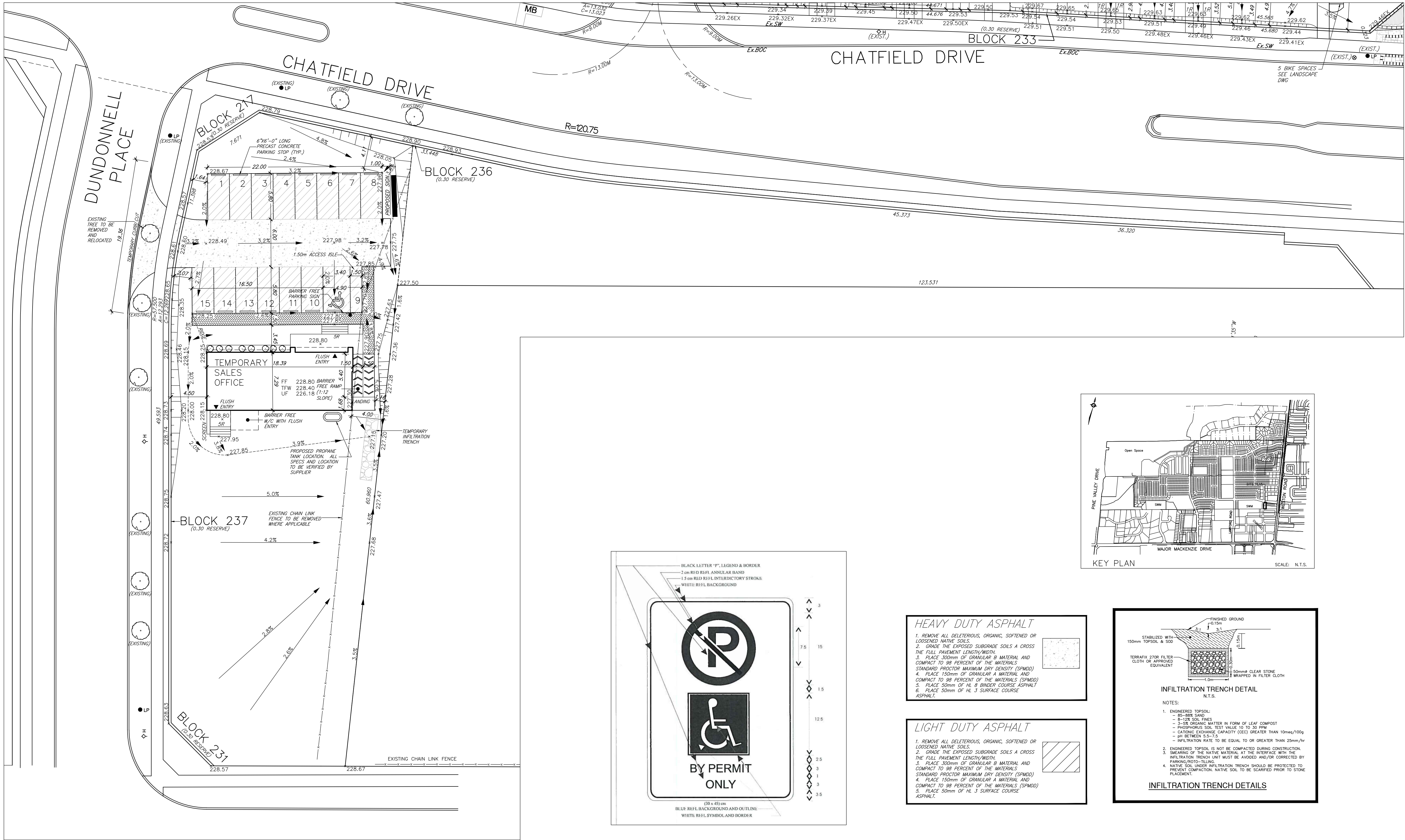
— Subject Lands

16 April 2025

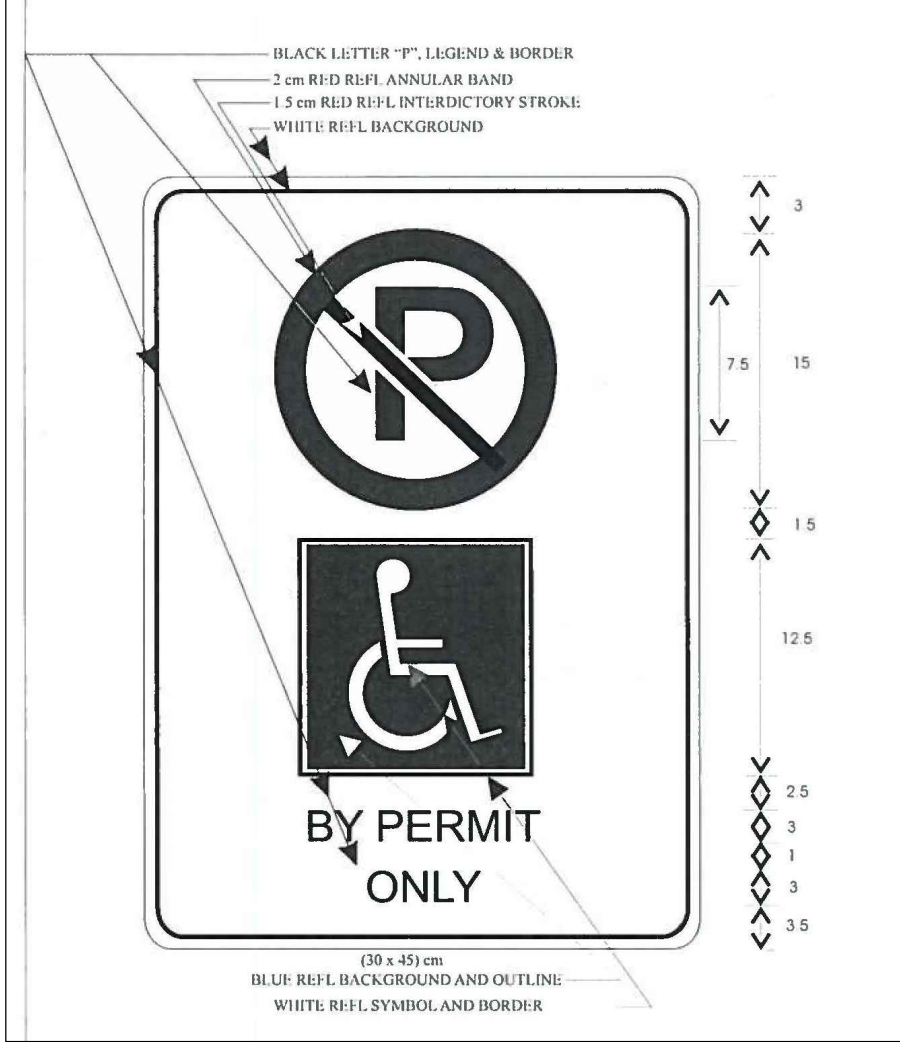
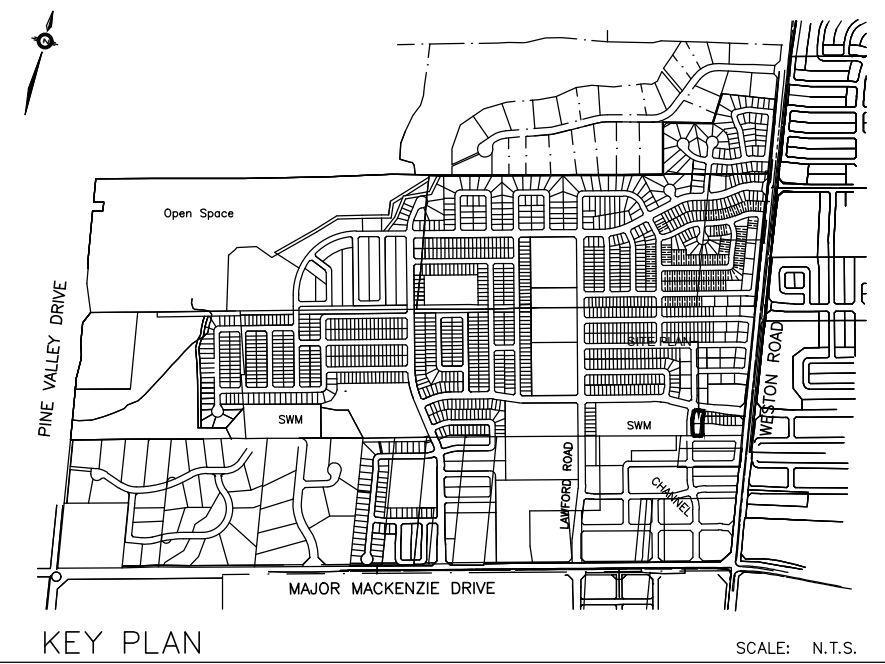
P- 3578

N.T.S





- PROPOSED VALVE
- HYDRANT
- WATER SERVICE
- CATCH BASIN
- CABLE TELEVISION PEDESTAL
- FINISHED FLOOR ELEVATION
- FINISHED MAIN LEVEL ELEVATION
- UNDERSIDE FOOTING ELEVATION
- FIN. BASEMENT FLOOR SLAB
- TOP OF FOUNDATION WALL
- NO. OF RISERS
- STREET SIGN
- RETAINING WALL
- CHAIN LINK FENCE (SEE LANDSCAPE PLAN)
- WOOD SCREEN FENCE (SEE LANDSCAPE PLAN)
- HYDRO SERVICE LATERAL
- HYDRO METER
- GAS METER
- SMALL DIRECTION
- EMBANKMENT
- PROVIDE 3/4" DIA. CLEAR STONE IN THIS AREA
- RAIN WATER TOWNSHIP LOCATION (DISCHARGE ONTO SPLASHPAD)
- AIR CONDITIONER REQUIRED
- EXTERIOR DOOR LOCATION
- EXTERIOR DOOR LOCATION
- REDUCE SIDE YARD

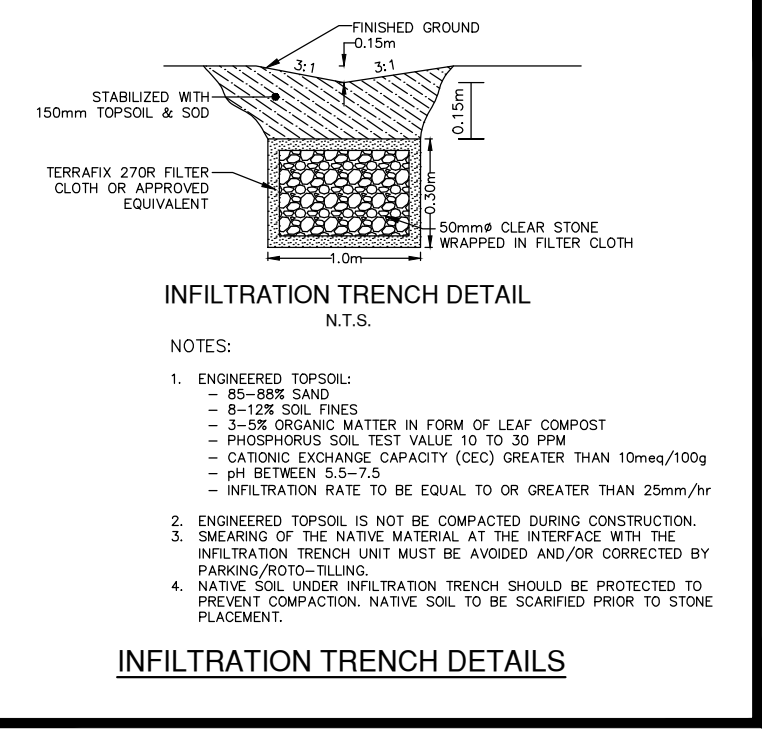


HEAVY DUTY ASPHALT

1. REMOVE ALL DELETERIOUS, ORGANIC, SOFTENED OR LOOSENED NATIVE SOILS
2. GRADE THE EXPOSED SUBGRADE SOILS A CROSS THE FULL PAVEMENT LENGTH/WIDTH
3. PLACE 300mm OF GRANULAR B MATERIAL AND COMPACT TO 98 PERCENT OF THE MATERIALS STANDARD PROCTOR MAXIMUM DRY DENSITY (SPMDD)
4. PLACE 150mm OF GRANULAR A MATERIAL AND COMPACT TO 98 PERCENT OF THE MATERIALS (SPMDD)
5. PLACE 50mm OF HL 3 BINDER COURSE ASPHALT
6. PLACE 50mm OF HL 3 SURFACE COURSE ASPHALT

LIGHT DUTY ASPHALT

1. REMOVE ALL DELETERIOUS, ORGANIC, SOFTENED OR LOOSENED NATIVE SOILS
2. GRADE THE EXPOSED SUBGRADE SOILS A CROSS THE FULL PAVEMENT LENGTH/WIDTH
3. PLACE 300mm OF GRANULAR B MATERIAL AND COMPACT TO 98 PERCENT OF THE MATERIALS STANDARD PROCTOR MAXIMUM DRY DENSITY (SPMDD)
4. PLACE 150mm OF GRANULAR A MATERIAL AND COMPACT TO 98 PERCENT OF THE MATERIALS (SPMDD)
5. PLACE 50mm OF HL 3 SURFACE COURSE ASPHALT



PLAN OF SUBDIVISION OF PART OF LOT 22 CONCESSION 6 (GEOGRAPHIC TOWNSHIP OF VAUGHAN, COUNTY OF YORK) CITY OF VAUGHAN REGIONAL MUNICIPALITY OF YORK

SITE STATISTICS:	
OVERALL LOT AREA :	3,290.60m ² (0.81 acre / 0.33 ha)
BUILDING COVERAGE :	TEMPORARY SALES OFFICE COVERAGE : 193.40 m ² (INCLUDES PORCH/DECKS/RAMP/BARRIER FREE BATH) (5.87 % COVERAGE) (134.99m ² G.F.A. OF SALES OFFICE)
BUILDING HEIGHT :	7.11m
PAVED PARKING/PATH AREA :	457.08m (13.89%)
PROPOSED USE :	TEMPORARY SALES OFFICE GROUP 'D' BUSINESS AND PERSONAL USE FILE No. _____ PLAN No. _____
PARKING PROVIDED :	1 ACCESSIBLE PARKING SPACE 14 PARKING SPACES 15 PARKING SPACES REQUIRED (1 PARKING SPACE FOR 12.89m ² FLOOR AREA)

10	1	1
9	1	1
8	1	1
7	1	1
6	1	1
5	1	1
4	1	1
3	1	1
2	1	1
1	1	1
0	1	1

VA3 DESIGN

255 Consumers Rd
Toronto ON M2J 1R4
t 416.630.2255
f 416.630.4782
va3design.com

Richard Vuk

42658

TIFFANY PARK HOMES

project name

VAUGHAN, ON.

19006

registered plan no.

19006-SP

SALES OFFICE SITE PLAN

scale 1:250

date 12/20

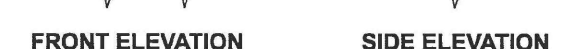
drawn by STEVE SOSTARIC

checked by

drawing no. 1

RECEIVED
By russog at 11:41 am, May 16, 2025

By russoq at 11:41 am, May 16, 2025



Detail EC-1

Exterior Connection: Infill Picket Nailed to Endcap - Endcap Screwed to Rail

Notes:

1. Fasten each end of each picket to endcaps with 2 - 50 mm (2") nails.
2. Fasten endcaps to rails with #7 x 50 mm (2") screws at 300 mm (12") o.c.
3. See Table 2.1.2. for minimum sizes of pickets.



Detail EB-2

Exterior Connection: Post Screwed to Rim Joist

Notes

- Notes:
1. Decking is omitted from the plan view and the axonometric view for clarity.
 2. Fasten 25 mm x 140 mm (9/4" x 6" nominal) outer deck board to rim joist with 63 mm (2 1/2") nails at 300 mm (12").
 3. Fasten 25 mm x 140 mm (9/4" x 6" nominal) outer deck board to floor joist with 1 - 63 mm (2 1/2") nail at each joist.
 4. The post may be positioned anywhere between the joists.
 5. #9 screws may be replaced by #8 screws if the maximum spacing between posts is not more than 1.20 m (3'-11").
 6. Dimensions shown are in mm unless otherwise specified.

MAXIMUM SPAN OF RAIL BETWEEN POSTS	
Species	Maximum Span, m (ft-in)
Douglas Fir-Larch, Hem-Fir, Spruce-Pine-Fir	1.56 (5'-1")
Northern Species	1.20 (3'-11")
Column 1	2



FRONT BUILDING FACE AREA = 1202 SQ.FT. (111.67 m2)
 AREA OF SIGNAGE = 63.9 SQ.FT. + 56 SQ.FT.
 (30% max.) = 119.9 SQ.FT (11.05 m2) (9.89%)

SIGNAGE AREA:
13'3" x 4'9" = 63.9 SQ.FT (5.85 m2)
WHITE CUT OUT LETTERS 3/8" THICK
BY ALPHAMEGA SIGNS INC.

SIGNAGE AREA :
28'0" x 2'0" = 56 SQ.FT (5.20 m2)
WHITE CUT OUT LETTERS 3/8" THICK
BY ALPHAOMEGA SIGNS INC.



SALES CENTRE

SALES CENTRE

9	-	-	-	-	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.	
8	-	-	-	-	Qualification Information	
7	-	-	-	-	Richard Vink	244
6	-	-	-	-	signature	8
5	-	-	-	-	registration information	426
4	-	-	-	-	VA3 Contractor must verify all dimensions on the job and report any discrepancies to the Designer before proceeding with the work. All drawings and specifications are instruments of service and the property of the Designer which must be returned at the completion of the project and shall not be to be copied.	
3	-	-	-	-		
2	ISSUED FOR PERMIT		25-04-16	JM		
1	ISSUED FOR CLIENT REVIEW		25-02-11	br		
no.	description					



VA2
DESIGN

project name	municipality
—	VAUGHAN, ON

ty	project n
l.	1900

date 2025-02		ELEVATIONS		drawing no.
drawn by	checked by	scale 3/16" = 1'-0"	file name 19006-SALES OFFICE	3
ED - H:\ARCHIVE\WORKING\2019\19006.BEL\Sales_Office\19006-Sales_Office.dwg - Fri - Mar 16 2025 - 10:55 AM				

All drawings, specifications, related documents and design are the copyright property of V&S DESIGN. Reproduction of this property in whole or in part is strictly prohibited without V&S DESIGN's written permission.



SECTION S2

EAST ELEVATION

SALES CENTRE

VA3
DESIGN

TIFFANY PARK HOMES

SALES CENTRE

project name	municipality	project no.
—	VAUGHAN, ON.	19006

date 2025-02		ELEVATIONS		drawing no.
drawn by ED	checked by -	scale 3/16" = 1'-0"	file name 19006-SALES OFFICE	4
STEVE - H:\ARCHIVE\WORKING\2019\19006.BEL\S\SALES OFFICE\19006-Sales Office.dwg - Fri - Mar 16 2025 - 10:55 AM				

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SCHEDULE B:
COMMENTS FROM AGENCIES, BUILDING STANDARDS &
DEVELOPMENT PLANNING

Internal Departments *Comments Received	Conditions Required		Nature of Comments
Building Standards (Zoning)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments
Development Planning	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Recommend Approval/No Conditions

External Agencies *Comments Received	Conditions Required		Nature of Comments *See Schedule B for full comments
Alectra	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments
Region of York	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments
TRCA	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	General Comments

To: Committee of Adjustment
From: Gregory Seganfreddo, Building Standards Department
Date: May 16, 2025
Applicant: KLM Planning Partners Inc.
Location: 10220 Weston Road
File No.(s): A035/25

Zoning Classification:

The subject lands are zoned RT(H) Townhouse Residential Zone and R3 (H) Third Density Residential Zone with a Holding Symbol and subject to the provisions of Exception 14.1117 under Zoning By-law 001-2021, as amended.

#	Zoning By-law 001-2021	Variance requested
1	Lands labelled with the Holding Symbol "(H)" shall be used only for a use legally existing as of the date of the enactment of By-law 282-2007, or the production of field crops. [Exception 14.1117]	To permit a Temporary Sales Office in a zone with a Holding Symbol "(H)".
2	A maximum of 6.0 parking spaces are permitted for the temporary sales office. [Section 6.3.5, Table 6-2]	To permit a maximum of 15.0 parking spaces for the temporary sales office.
3	A minimum rear yard of 7.5 m is required to the temporary sales office. [Section 7.3.2, Table 7-7]	To permit a minimum rear yard of 4.0 m to the temporary sales office.

Staff Comments:

Stop Work Order(s) and Order(s) to Comply:

There are no outstanding Orders on file

Building Permit(s) Issued:

Building Permit No. 08-000000 for Single Detached Dwelling - Alteration, Issue Date: (Not Yet Issued)
Building Permit No. 08-000000 for Single Detached Dwelling - Model/Elevation Change , Issue Date: (Not Yet Issued)
Building Permit No. 08-000000 for Single Detached Dwelling - New (Repeat Housing) (No Arch. Exam), Issue Date: (Not Yet Issued)

Other Comments:

Zoning By-law 001-2021	
1	None.

General Comments	
2	The applicant shall be advised that additional variances may be required upon review of detailed drawing for building permit/site plan approval.

Conditions of Approval:

If the committee finds merit in the application, the following conditions of approval are recommended.

* Comments are based on the review of documentation supplied with this application.

To: Christine Vigneault, Committee of Adjustment Secretary Treasurer

From: Nancy Tuckett, Director of Development and Parks Planning

Date: May 27, 2025

Name of Owner: Belmont Properties (Weston) Inc.

Location: 10220 Weston Road

File No.(s): A035/25

Proposed Variance(s):

1. To **permit a Temporary Sales Office** in a zone with a Holding Symbol "(H)".
2. To permit a maximum of **15.0 parking spaces** for the temporary sales office.
3. To permit a minimum rear yard of **4.0 m** to the temporary sales office.

By-Law 001-2021 Requirement(s):

1. Lands labeled with the Holding Symbol "(H)" shall be used only for a use legally existing as of the date of the enactment of By-law 282-2007, or the production of field crops.
2. A maximum of **6.0 parking spaces** are permitted for the temporary sales office.
3. A minimum rear yard of **7.5 m** is required to the temporary sales office.

Official Plan:

Vaughan Official Plan 2010 ('VOP 2010'): "Low-Rise Residential"

Comments:

The Owner is seeking relief to permit a temporary sales office within the Subject Lands with the above noted variances.

The Development and Parks Planning Department has no objections to Variance 1 to permit the temporary sales office use on the Subject Lands which are zoned with a Holding Symbol '(H)'. The Subject Lands are zoned to permit townhouse developments, and the intent of the Holding Symbol as set out in the zoning site-specific exception is to prohibit the townhouse development until servicing capacity is allocated. The proposed temporary sales office is temporary in nature and will not impact the future intended development of the Subject Lands.

The Development and Parks Planning Department has no objections to Variance 2 to increase the maximum number of permitted parking spaces from 6 to 15 to service the temporary sales centre. The Subject Lands have a large lot area, and the remainder of the lot has sufficient area for soft landscaping. The increased parking provision is not anticipated to impact the streetscape or stormwater management.

The Development and Parks Planning Department has no objections to Variance 3 to reduce the minimum rear yard from 7.5 m to 4 m. The proposed building is situated along Dundonnell Place on an irregular "L" shaped lot. The 4 m setback is sufficient to accommodate an accessibility ramp leading to the entrance of the building. The building has a compliant height and modest mass and is not anticipated to incur massing impacts on neighbouring properties.

Accordingly, the Development and Parks Planning Department supports the requested variances and is of the opinion that the proposal is minor in nature, maintains the general intent and purpose of the Official Plan and Zoning By-law, and is desirable for the appropriate development of the land.

Recommendation:

The Development and Parks Planning Department recommends approval of the application.

Conditions of Approval:

If the Committee finds merit in the application, the following conditions of approval are recommended:

None.

Comments Prepared by:

Harry Zhao, Planner

Janany Nagulan, Senior Planner

Date: April 29th 2025

Attention: **Christine Vigneault**

RE: Request for Comments

File No.:

Related Files: **A035-25**

Applicant: KLM Planning Partners Inc.

Location 10220 Weston Road

COMMENTS:

- ☐ We have reviewed the proposed Variance Application and have no comments or objections to its approval.
- ☒ We have reviewed the proposed Variance Application and have no objections to its approval, subject to the following comments (attached below).
- ☐ We have reviewed the proposed Variance Application and have the following concerns (attached below).

Alectra Utilities (formerly PowerStream) has received and reviewed the proposed Variance Application. This review, however, does not imply any approval of the project or plan.

All proposed billboards, signs, and other structures associated with the project or plan must maintain minimum clearances to the existing overhead or underground electrical distribution system as specified by the applicable standards, codes and acts referenced.

In the event that construction commences, and the clearance between any component of the work/structure and the adjacent existing overhead and underground electrical distribution system violates the Occupational Health and Safety Act, the customer will be responsible for 100% of the costs associated with Alectra making the work area safe. All construction work will be required to stop until the safe limits of approach can be established.

In the event construction is completed, and the clearance between the constructed structure and the adjacent existing overhead and underground electrical distribution system violates the any of applicable standards, acts or codes referenced, the customer will be responsible for 100% of Alectra's cost for any relocation work.

References:

- Ontario Electrical Safety Code, latest edition (Clearance of Conductors from Buildings)
- Ontario Health and Safety Act, latest edition (Construction Protection)
- Ontario Building Code, latest edition (Clearance to Buildings)
- PowerStream (Construction Standard 03-1, 03-4), attached
- Canadian Standards Association, latest edition (Basic Clearances)

If more information is required, please contact either of the following:

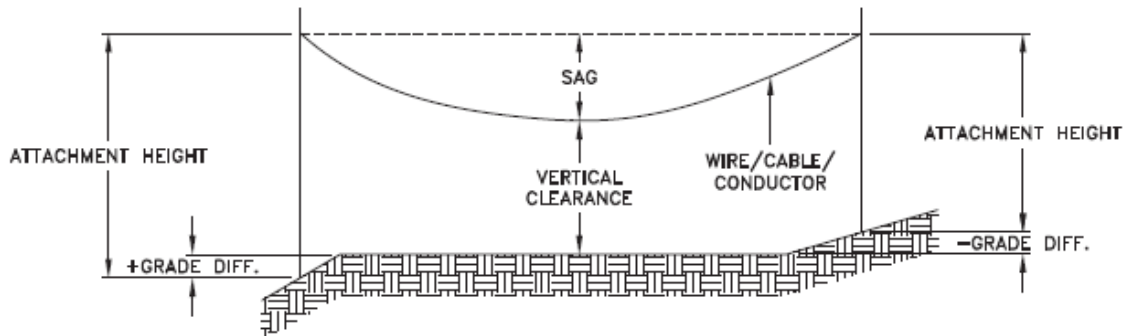
Mr. Stephen Cranley, C.E.T
Supervisor, Distribution Design, ICI & Layouts (North)
Phone: 1-877-963-6900 ext. 31297

E-mail: stephen.cranley@alectrautilities.com

Mitchell Penner
Supervisor, Distribution Design-Subdivisions
Phone: 416-302-6215

Email: Mitchell.Penner@alectrautilities.com

LOCATION OF WIRES, CABLES OR CONDUCTORS	SYSTEM VOLTAGE			
	SPAN GUYS AND COMMUNICATIONS WIRES	UP TO 600V AND NEUTRAL	4.16/2.4kV TO 27.6/16kV (SEE NOTE 1)	44kV
	MINIMUM VERTICAL CLEARANCES (SEE NOTE 2)			
OVER OR ALONGSIDE ROADS, DRIVEWAYS OR LANDS ACCESSIBLE TO <u>VEHICLES</u>	442cm	442cm	480cm	520cm
OVER GROUND ACCESSIBLE TO <u>PEDESTRIANS AND BICYCLES ONLY</u>	250cm	310cm	340cm	370cm
ABOVE TOP OF RAIL AT <u>RAILWAY CROSSINGS</u>	730cm	730cm	760cm	810cm



MINIMUM ATTACHMENT HEIGHT = MAXIMUM SAG
 + MINIMUM VERTICAL CLEARANCE (FROM ABOVE TABLE)
 + GRADE DIFFERENCE
 + 0.3m (VEHICLE OR RAILWAY LOCATION)
 + SNOW DEPTH (PEDESTRIAN LOCATION, SEE NOTE 3)

NOTES:

1. THE MULTIGROUNDED SYSTEM NEUTRAL HAS THE SAME CLEARANCE AS THE 600V SYSTEM.
2. THE VERTICAL CLEARANCES IN THE ABOVE TABLE ARE UNDER MAXIMUM SAG CONDITIONS.
3. REFER TO CSA STANDARD C22.3 No.1, ANNEX D FOR LOCAL SNOW DEPTH VALUES.
4. ALL CLEARANCES ARE IN ACCORDANCE TO CSA STANDARD C22.3.

CONVERSION TABLE	
METRIC	IMPERIAL (APPROX)
810cm	27'-0"
760cm	25'-4"
730cm	24'-4"
520cm	17'-4"
480cm	16'-0"
442cm	15'-5"
370cm	12'-4"
340cm	11'-4"
310cm	10'-4"
250cm	8'-4"

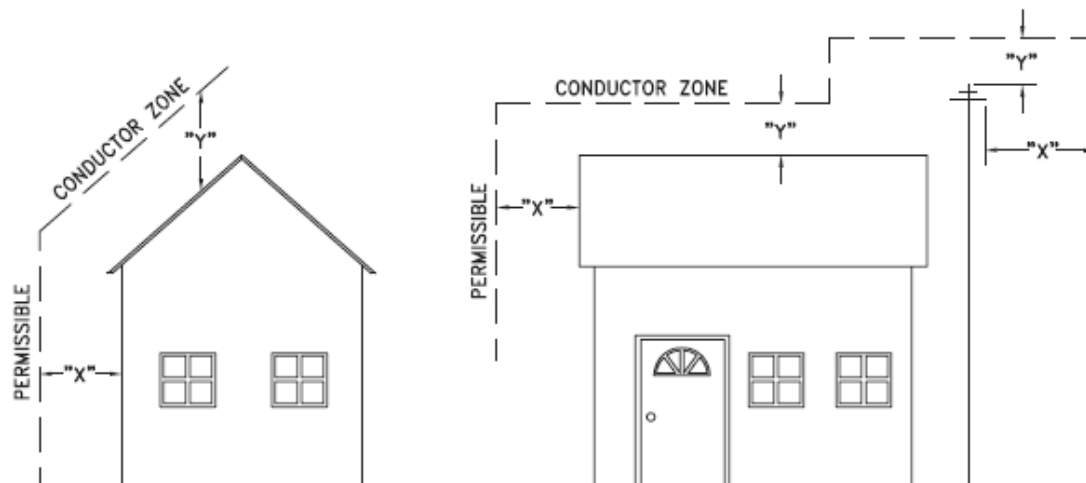
REFERENCES

SAGS AND TENSIONS | SECTION 02

MINIMUM VERTICAL CLEARANCES OF WIRES, CABLES AND CONDUCTORS ABOVE GROUND OR RAILS

ORIGINAL ISSUE DATE: 2010-DEC-24 REVISION NO: R1 REVISION DATE: 2012-JAN-09

Certificate of Approval	
This construction Standard meets the safety requirements of Section 4 of Regulation 22/04	
Joe Crozier, P.Eng.	2012-JAN-09
Name	Date
P.Eng. Approval By:	Joe Crozier



VOLTAGE	MINIMUM HORIZONTAL CLEARANCE UNDER MAXIMUM SWING CONDITIONS DIMENSION "X" (SEE NOTES 1, 3 & 4)	MINIMUM VERTICAL CLEARANCE UNDER MAXIMUM DESIGN SAG CONDITIONS DIMENSION "Y" (SEE NOTES 1, 2, 4 & 5)
0-600V AND NEUTRAL	100cm	250cm
4.16/2.4 TO 44kV	300cm	480cm

NOTES

1. UNDER NO CIRCUMSTANCES SHALL A CONDUCTOR BE PERMITTED TO PENETRATE THE ENVELOPE SHOWN BY THE DOTTED LINE.
2. THE VERTICAL CLEARANCES ARE UNDER CONDITIONS OF MAXIMUM DESIGN SAG.
3. THE HORIZONTAL CLEARANCES ARE UNDER CONDITIONS OF MAXIMUM SWING. WHERE THE CONDUCTOR SWING IS NOT KNOWN A HORIZONTAL CLEARANCE OF 480CM SHALL BE USED.
4. BUILDINGS THAT EXCEED 3 STOREYS OR 15M IN HEIGHT, THE MINIMUM HORIZONTAL CLEARANCE OF THE SECONDARY CONDUCTORS SHOULD BE INCREASED TO 300cm WHERE IT IS NECESSARY TO ALLOW FOR THE RAISING OF LADDERS BY LOCAL FIRE DEPARTMENTS.
5. IN SITUATIONS SUCH AS MULTI-LEVEL GARAGES, WHERE ROOFS ARE NORMALLY USED BY PERSONS AND VEHICLES, THE VERTICAL CLEARANCES OF POWERSTREAM STANDARD 03-1 SHALL APPLY.
6. DISTRIBUTION LINES CONSTRUCTED NEAR BUILDINGS SHALL BE BUILT TO AVOID OVERHANG WHEREVER POSSIBLE. WHERE LINES MUST BE CONSTRUCTED OVER OR ADJACENT TO BUILDINGS THE APPLICABLE HORIZONTAL AND VERTICAL CLEARANCES SHALL BE AT CONDITIONS OF MAXIMUM CONDUCTOR SWING AND MAXIMUM SAG. THE ABOVE CLEARANCES ARE DESIGNED TO PREVENT PERSONS ON OR IN BUILDINGS AS WELL AS EXTERNAL MACHINERY USED IN CONJUNCTION WITH A BUILDING TO COME IN CONTACT WITH CONDUCTORS. EFFORTS SHOULD BE MADE TO INCREASE THESE CLEARANCES WHERE POSSIBLE.
7. ALL CLEARANCES ARE IN ACCORDANCE TO CSA C22.3 NO.1-06 (TABLE-9).

CONVERSION TABLE	
METRIC	IMPERIAL (APPROX)
480cm	16'-0"
300cm	10'-0"
250cm	8'-4"
100cm	3'-4"

MINIMUM VERTICAL & HORIZONTAL CLEARANCES OF CONDUCTORS FROM BUILDINGS OR OTHER PERMANENT STRUCTURES (CONDUCTORS NOT ATTACHED TO BUILDINGS)

ORIGINAL ISSUE DATE: 2010-MAY-05 REVISION NO: REVISION DATE:

PS:\System Planning and Standards\Standard Design\PowerStream Standards\PowerStream Standards working folder\Section 3\3-4\DWG 03-4 R0 May 5, 2010.dwg, 5/5/2010 8:22:02 AM, Adobe PDF

Certificate of Approval
This construction Standard meets the safety requirements of Section 4 of Regulation 22/04
Debbie Dadwani, P.Eng. 2010-MAY-05
Name Date
P.Eng. Approval By: D. Dadwani

From: [Joshua Lacaria](#)
To: [Andrea Buchanan](#); [Committee of Adjustment Mailbox](#)
Subject: [External] RE: A035/25 (10220 Weston Road) - REQUEST FOR COMMENTS, CITY OF VAUGHAN
Date: April-21-25 10:02:33 AM

CAUTION! This is an external email. Verify the sender's email address and carefully examine any links or attachments before clicking. If you believe this may be a phishing email, please use the Phish Alert Button.

Good morning,

Based on a review of our screening mapping, I can confirm that the subject property is not located within TRCA's Regulated Area. As such, any site alteration or development on the property would not require a permit from TRCA.

Based on the above, we have no comments/requirements.

Regards,

Joshua Lacaria

Planner

Development Planning and Permits | Development and Engineering Services

T: [\(437\) 880-2347](tel:(437)880-2347)

E: joshua.lacaria@trca.ca

A: [5 Shoreham Drive, Toronto, ON, M3N 1S4](#) | trca.ca



From: [Hurst, Gabrielle](#)
To: [Andrea Buchanan](#)
Cc: [Committee of Adjustment Mailbox](#)
Subject: [External] RE: A035/25 (10220 Weston Road) - REQUEST FOR COMMENTS, CITY OF VAUGHAN
Date: Monday, April 28, 2025 10:48:22 AM

CAUTION! This is an external email. Verify the sender's email address and carefully examine any links or attachments before clicking. If you believe this may be a phishing email, please use the Phish Alert Button.

Good morning,

The Regional Municipality of York has completed its review of the above minor variance and has no comment,

Regards,

Gabrielle

Gabrielle Hurst MCIP, RPP | Associate Planner, Development Planning, Economic and Development Services Branch | The Regional Municipality of York | 1-877 464 9675 ext 71538 | gabrielle.hurst@york.ca | www.york.ca

SCHEDULE C: PUBLIC & APPLICANT CORRESPONDENCE

Correspondence Type	Name	Address	Date Received (mm/dd/yyyy)	Summary
Applicant			04/16/2025	Application Cover Letter

File: P-3578

April 16, 2025

City of Vaughan Committee of Adjustment
Office of the City Clerk
2141 Major Mackenzie Drive
Vaughan, ON
M5C 2N2

Attn: Christine Vigneault, AMP, ACST
Manager, Development Services & Secretary Treasurer to the Committee of Adjustment

RE: Minor Variance Application
Belmont Properties (Weston) Inc.
Block 237, Registered Plan 65M-4145
City of Vaughan, Region of York

Dear Ms. Vigneault,

KLM Planning Partners Inc. is the land use planner representing Belmont Properties (Weston) Inc. (the "**Owner**"), with respect to the lands legally known as Part 4, Registered Plan 65R-30975 for a sales office (the "**Subject Lands**"), in the City of Vaughan (the "**City**"), Regional Municipality of York (the "**Region**"). On behalf of the Owner, we are pleased to submit the enclosed Minor Variance Application to facilitate the construction of a Temporary Sales Office on the Subject Lands, related to the proposed Condominium Townhouses located on the north side of Chatfield Drive (the "**Block 188 Lands**"), associated with the approved Zoning By-law 024-2022 and approved Site Plan Approval Application DA.20.009, and Draft Plan of Condominium File 19CDM-25V001, which is currently undergoing review.

Site Context

The Subject Lands are generally located north of the intersection of Major MacKenzie Drive West and Weston Road, and more specifically at the southeast corner of Chatfield Drive and Dundonnell Place. The Subject Lands are approximately 0.33 hectares (0.82 acres) in size with 138.10 metres of frontage on Chatfield Drive and 73.06 metres of frontage on Dundonnell Place. The Subject Lands are currently vacant, as are the lands directly south of the Subject Lands, which are intended to be developed in accordance with Draft Plan 19T-06V07.

The area surrounding the Subject Lands consists of low-density residential uses, with institutional uses to the west (Tommy Douglas Secondary School and Guardian Angels CES) and commercial uses to the south, along Major MacKenzie Drive West.

Background and Existing Policy

The Subject Lands are within the 'Community Areas' of the City of Vaughan per Schedule 1 – Urban Structure, and are designated 'Low-Rise Mixed Use' and 'Low-Rise Residential' as per Schedule 13 - Land Use within the 2010 Vaughan Official Plan (the "**VOP**").

A site-specific Amendment to the City of Vaughan Zoning By-law 1-88 was approved by the City in 2007, which rezoned the Subject Lands from the 'Agriculture (A)' Zone, to 'Third Density Residential – (R3(H))' Zone (Exception 1117) and the 'Residential Townhouse – RT(H)' Zone (Exception 1117), permitting low and medium-density residential uses, including single-detached dwellings and townhouses (By-law 282-2007). The eastern part of the Subject Lands are zoned R3(H), and the western part of the Subject Lands is zoned RT(H). The temporary sales office is proposed to be located on the western portion of the Subject Lands, which are zoned RT(H). These site-specific exceptions have been incorporated into the City of Vaughan Comprehensive Zoning By-law 01-2021 (the “**Zoning By-law**”).

Proposed Development

The Subject Lands are envisioned to be temporarily developed with a Sales Office to service the Townhouse Condominium Development on the Block 188 Lands north of Chatfield Drive (City File Number 19CDM-25V001). The Temporary Sales Office is one (1) storey and 6.52 metres in height. Vehicular access to the Subject Lands is proposed via one (1) temporary curb cut off of Dundonnell Place. Fifteen (15) surface parking spaces and one (1) accessible parking space are proposed in the exterior side yard of the Subject Lands. The Temporary Sales Office will be used to facilitate the sale of the Townhouse Condominium Units to the north of Chatfield Drive on the Block 188 Lands.

Minor Variance Application

By-law 282-2007 specifies that; Lands zoned with the Holding Symbol “(H)” shall only be used for a use legally existing as of the date of the enactment of By-law 282-2007, or the production of field crops. Accordingly, this Minor Variance Application seeks to introduce the Temporary Sales Office as a permitted use in the RT(H) zone category, notwithstanding the fact that the Holding Symbol has not yet been lifted.

The proposed Temporary Sales Office complies with all of the zoning standards of the RT(H) zone, with the exception of the required Minimum Rear-Yard Setback, as follows:

	RT1(H) (exception. 1117)	Temporary Sales Office (as proposed)
Minimum Lot Frontage	6 m	83.3 m
Minimum Lot Area	162 sq.m	3,290.60 m ²
Minimum Lot Depth	27 m	28.30 m
Minimum Front Yard Setback	4.5 m	4.50 m
Minimum Rear Yard Setback	7.5 m	4.0 m
Minimum Interior Side Yard Setback	1.2 m	44.82 m
Minimum Exterior Side Yard Setback	2.4 m	26.66 m
Maximum Building Height	11 m	6.52 m
Maximum Lot Coverage	50%	5.87%
Maximum Driveway Width	-	6 m
Minimum Parking Spaces	3.5 parking spaces/100 m2 of GFA	134.67 sq.m / 100 * 3.5 spaces = 5 parking spaces • 15 spaces provided
Minimum Barrier Free Parking Spaces	12 parking spaces or less = 1 barrier free space	1 barrier free space

Accordingly, the enclosed Minor Variance Application seeks relief from existing RT(H) zoning standards to facilitate the Temporary Sales Office as described above, through the following variances from the By-law (the “**Proposed Variances**”):

1. Introduction of Temporary Sales Office as a permitted use, whereas the By-law permits only uses legally existing as of the date of the enactment of By-law 282-2007, or the production of field crops, and;
2. A reduction in the minimum rear yard setback to 4.0 metres whereas the By-law requires 7.5 metres.

Planning Rationale

This application has been prepared in consideration of the four tests for a minor variance as stipulated in Section 45(1) of the Planning Act which are analyzed in detail in the following sections.

1. Do the variances maintain the general intent and purpose of the Official Plan?

The Proposed Variances maintain the general intent and purpose of the Official Plan. Within the VOP, the western portion of the Subject Lands are designated ‘Low-Rise Residential’, and the eastern portion of the Subject Lands are designated “‘Low-Rise Mixed Use’. The Proposed Variances to facilitate the Temporary Sales Office on the Subject Lands will not inhibit the future development of the Subject Lands for residential uses in conformity with their residential designation, and will support recently approved nearby residential development associated with City File Number 19CDM-25V001 on the north side of Chatfield Drive

In our opinion, the introduction of a Temporary Sales Office as a permitted use, and the reduction in rear-yard setback maintains and supports the general intent and purpose of the Official Plan.

2. Do the variances maintain the general intent and purpose of the Zoning By-law

The Proposed Variances maintain the general intent and purpose of the Zoning By-law. The approved site-specific Zoning By-law 282-2007 rezoned the Subject Lands to ‘R3(H)’ (Exception 1117) and ‘RT(H)’ (Exception 1117), and the Subject Lands are envisioned for future residential use. The permission of a Temporary Sales Office on the Subject Lands supports the temporary development of the Subject Lands in line with a future permitted residential development, and does not undermine the overall zoning framework, as it introduces a supporting, interim function, rather than a new long-term land use.

As the purpose of the Zoning By-law is to implement the Official Plan, the proposed permission of a Temporary Sales Office and associated decrease in rear yard setback maintains the previously discussed intent of the Official Plan, which permits temporary sales offices, as proposed. The modification does not affect the planned function of the approved by-law or the future residential use of Subject Lands, but rather introduces the permission for an interim land use, and modifies the built form to reflect a more efficient site layout. The Temporary Sales Office serves as a precursor to the ultimate development of the Subject Lands in line with the RT(H) zone category and standards, and the function of the proposed Temporary Sales Office is in alignment with the intent of the Zoning By-law.

In our opinion, for the reasons noted above, the introduction of a Temporary Sales Office as a permitted use, and the reduction in rear-yard setback of the Temporary Sales Office maintains and supports the general intent and purpose of the Zoning By-law.

3. Are the variances desirable for the appropriate development or use of the land, building or structure?

The Proposed Variances are desirable for the appropriate development of the land. The introduction of a Temporary Sales Office as a permitted use on the Subject Lands will make efficient use of the lands in the interim, until such a time as they are developed for their ultimate residential use. Further, the reduced rear-yard setback will facilitate an efficient site layout, given the irregular shape of the Subject Lands. Further, the Proposed Variances will facilitate the development of the Temporary Sales Office, providing a logical building and parking alignment. It should be noted that the lands to the east of the Subject Lands, to which the rear-yard setback is measured, are vacant. Accordingly, no adverse impacts are expected from the modest reduction in the minimum rear-yard setback for the proposed temporary use. Furthermore, the proposed variance will facilitate a temporary sale office for a development in close proximity to the Subject Lands as required by the Zoning By-law, and will facilitate the sales and construction of much needed housing in the City of Vaughan.

In our opinion, the Proposed Variance represents the appropriate development and use of the Subject Lands.

4. Are the variances minor in nature?

The Proposed Variances are minor in nature. The introduction of a Temporary Sales Office as a permitted use is temporary and in keeping with the residential nature of the surrounding lands. The development of the Subject Lands for a Temporary Sales office will require minimal site alteration and will not result in any permanent or significant impact to the land or infrastructure. The proposed Temporary Sales Office will be removed once its function is complete, allowing the Subject Lands to be used for their ultimate future residential use.

The reduction in rear-yard setback from 7.0 metres to 4.0 metres will provide an adequate setback along the eastern property line. The setback variance does not impact lands abutting the proposed sales office, and will not result in any adverse physical or functional impacts to the surrounding uses. Additionally, the Temporary Sales Office Use is temporary in nature and will not result in any long term or undo impacts. Therefore, the variances are minor in nature.

In conclusion, the Proposed Variances meet the Four Tests for a Minor Variance as stipulated in Section 45(1) in the Planning Act, are aligned with the City of Vaughan's planning objectives, and represent good land use planning in the public interest.

Submission Materials

In addition to this cover letter and planning justification, and in keeping with the City of Vaughan Committee of Adjustment's submission requirements for Minor Variance applications, the following materials are enclosed for your review:

1. Minor Variance Covering Letter, including an analysis of the four tests, prepared by KLM Planning Partners Inc., dated March 19, 2025, and updated April 16, 2025;
2. Committee of Adjustment Minor Variance Application Form, completed by KLM Planning Partners Inc., and submitted digitally through Vaughan's online portal containing the following:

- a. Variance Chart
 - b. Structure Size Chart
 - c. Structure Setback Chart
 - d. Owner Authorization Form
 - e. Permission to Enter & Acknowledgement of Public Information
 - f. Sworn Declaration Form
 - g. Tree Declaration Form
3. Site Plan, prepared by VA3 Design, dated March 2025, and;
4. Minor Variance Sketch, prepared by KLM Planning Partners Inc., dated March 19, 2025. and updated April 16, 2025.

We trust the above information is in order. If you have any questions, please do not hesitate to contact the undersigned.

Yours truly.

KLM PLANNING PARTNERS INC.



Alyssa Woods, MScPI
Senior Planner



Aya Omar, BES
Planner II

cc: Ryan Virtanen, KLM Planning Partners Inc.
Sal Crimi, S.C. Land Management Corporation
Luz Mary Guzman, Tiffany Park Homes

SCHEDULE D: BACKGROUND

Application No. (City File)	Application Description (i.e. Minor Variance Application; Approved by COA / OLT)
N/A	N/A