



**City of Kingston
Report to Committee of Adjustment
Report Number COA-25-006**

To: Chair and Members of the Committee of Adjustment
From: Niki Van Vugt, Intermediate Planner
Date of Meeting: December 16, 2024
Application for: Minor Variance and Consent
File Numbers: D10-033-2024, D13-069-2024
Address: 93 Division Street
District: District 10 - Sydenham
Owner: 2768429 Ontario Inc
Applicant: Fotenn Planning + Design

Council Strategic Plan Alignment:

Theme: 1. Support Housing Affordability

Goal: 1.1 Promote increased supply and affordability of housing.

Executive Summary:

This report provides a recommendation to the Committee of Adjustment regarding applications for minor variance and consent submitted by Fotenn Planning + Design on behalf of the owner, 2768429 Ontario Inc, for the property located at 93 Division Street.

The purpose of the consent application (File Number (D10-033-2024) is to sever an approximately 197 square metre lot (Lot B) with 10.5 metres of road frontage on Division Street and 16.7 metres of road frontage on William Street from the existing 323 square metre property located at 93 Division Street and establish an easement that facilitates pedestrian and vehicular access for the retained parcel over the severed parcel (Exhibit G – Concept Plan & Easement). The proposed retained lot (Lot A) will have approximately 126 square metres of area, 5.8 metres of road frontage on Division Street, and will maintain the existing single dwelling unit containing 6 bedrooms in the former semi-detached two-and-a-half-storey structure (to be converted to a

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townhouse following the construction of the proposal on the severed lot) located on the subject property.

The applicant notes that proposed severed parcel is to be developed with a three-storey townhouse containing two residential dwelling units with 4 bedrooms per unit, resulting in a total of 8 bedrooms aggregate to the new parcel. There are minor changes to the retained lot, including the addition of a rear porch for ingress/egress purposes, the removal of the existing deck, and the inclusion of bike storage for the existing dwelling unit on the property.

The minor variance (File Number D13-069-2024) is requested to seek relief from select zone provisions of Kingston Zoning By-Law Number 2022-62 for both the severed and retained lots. The retained lot requires relief from parking requirements under Section 7 and the minimum lot area and lot frontage for the Urban Residential 5 (UR5) Zone in Section 11.6. from the Zoning By-Law 2022-62. In addition, relief is also being requested for the severed lot from the minimum sight triangle dimension requirements under Section 4.6.2., the minimum front porch setback under Section 4.20.4.2., the minimum parking space length under Section 7.4. and the minimum lot area, front setback, and maximum building depth of the UR5 Zone in Section 11.6. from By-Law 2022-62.

The requested minor variance and consent applications are consistent with the Provincial Planning Statement and conform with the general intent and purpose of both the City of Kingston Official Plan and Kingston Zoning By-Law Number 2022-62. The requested minor variance(s) are desirable for the appropriate development or use of the land, building or structure and are minor in nature. The proposed minor variance application meets all four tests under Subsection 45(1) of the *Planning Act* and is recommended for approval. The requested consent application has regard to the matters set out in subsection 51(24) of the *Planning Act* and a plan of subdivision is not necessary for the proper and orderly development of the property, as such, is recommended for provisional approval.

Recommendation:

That minor variance application, File Number D13-069-2024 for the property located at 93 Division Street to permit the construction of a three-storey townhouse, including a total of two dwelling units with eight bedrooms aggregate to the severed lot, be approved, as described below:

Severed Lot:

Variance Number 1: Minimum Lot Area for a Townhouse

By-Law Number 2022-62:	Table 11.6.1.1.(c)
Requirement:	295.0 square metres per lot
Proposed:	197 square metres per lot
Variance Requested:	98 square metres; and,

Variance Number 2: Minimum Front Setback

By-Law Number 2022-62: Table 11.6.1.4.(b)

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Requirement: 3.2 metres
Proposed: 1.8 metres
Variance Requested: 1.4 metres; and,

Variance Number 3: Maximum Building Depth

By-Law Number 2022-62: Table 11.6.1.12.(b)
Requirement: Despite (a), the rear wall of the principal building must not be closer than 7.5 metres to the rear lot line.
Proposed: Despite (a), the rear wall of the principal building must not be closer than 6.0 metres to the rear lot line.
Variance Requested: 1.5 metres; and,

Variance Number 4: Minimum Sight Triangle Dimensions

By-Law Number 2022-62: Table 4.6.2.
Requirement: 9.0 metres by 9.0 metres (intersection of local and arterial road)
Proposed: 4.5 metres by 4.5 metres (intersection of local and arterial road)
Variance Requested: 4.5 metres by 4.5 metres; and,

Variance Number 5: Minimum Front Porch Setback

By-Law Number 2022-62: 4.20.4.2.
Requirement: 3.2 metres
Proposed: 0.6 metres
Variance Requested: 2.6 metres; and,

Variance Number 6: Minimum Parking Space – In line with a driveway

By-Law Number 2022-62: Table 7.4.1.
Requirement: A minimum parking space length of 6.0 metres
Proposed: A minimum parking space length of 5.6 metres
Variance Requested: 0.4 metres; and

Retained Lot:

Variance Number 7: Minimum Lot Area for a Townhouse

By-Law Number 2022-62: Table 11.6.1.1.(c)
Requirement: 295.0 square metres per lot
Proposed: 126 square metres per lot
Variance Requested: 169 square metres; and,

Variance Number 8: Minimum Lot Frontage for a Townhouse

By-Law Number 2022-62: Table 11.6.1.2.(c)
Requirement: 8.0 metres per lot
Proposed: 5.8 metres per lot
Variance Requested: 2.2 metres; and,

Variance Number 9: Location of Vehicular Parking Space

By-Law Number 2022-62: 7.1.1.

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Requirement: Parking to be located on the same lot as the building or use.
Proposed: Parking can be located on-site or on an adjacent parcel (severed lot).
Variance Requested: Removing the requirement for the vehicular parking space to be located solely on the same lot as the corresponding use or building and instead enabling it to be located on the adjacent (severed) lot; and,

That approval of the minor variance application be subject to the conditions attached as Exhibit A (Recommended Conditions – Minor Variance) to Report Number COA-25-006; and,

That consent application, File Number D10-033-2024, to sever an approximately 197 square metre lot and establish an access easement, be **provisionally approved** subject to the conditions included in Exhibit B (Recommended Conditions – Consent) to Report Number COA-25-006.

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Authorizing Signatures:

ORIGINAL SIGNED BY PLANNER

Niki Van Vugt, Intermediate
Planner

Consultation with the following Management of the Community Services Group:

Tim Park, Director, Planning Services
James Bar, Manager, Development Approvals
Malcolm Norwood, Supervisor, Development Approvals

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Options/Discussion:

On September 5, 2024, applications for minor variance and consent were submitted by Fotenn Planning + Design and Justin Armitage, on behalf of the owner 2768429 Ontario Inc., for the subject property located at 93 Division Street.

The purpose of the consent application (File Number (D10-033-2024)) is to sever an approximately 197 square metre lot (Lot B) with 10.5 metres of road frontage on Division Street and 16.7 metres of road frontage on William Street from the existing approximately 323 square metre property located at 93 Division Street (Exhibit G – Concept Plan & Easement). The proposed retained lot (Lot A) will have approximately 126 square metres of area, 5.8 metres of road frontage on Division, and will maintain the existing single unit with six bedrooms in the two-and-a-half-storey townhouse structure located on the subject property. As indicated above, as part of the consent application, the applicant seeks to establish an access easement that facilitates pedestrian and vehicular access for the retained parcel over the severed parcel.

The severed parcel is to be developed with a three-storey townhouse containing two (2) residential dwelling units containing a total of eight bedrooms aggregate to the new lot. An addition to the existing semi-detached building located across 93-95 Division Street will result in a change of built form from a semi-detached to a townhouse use (Exhibit I – Floor Plans). The existing rear deck located on the retained parcel is proposed to be removed with the inclusion of a smaller rear deck and bike parking space as part of the overall development plan.

The minor variance (File Number D13-069-2024) is requested to address various performance standards for the severed and retained lot. Through the minor variance application, the retained lot requires relief the minimum lot area and lot frontage for the Urban Residential 5 (UR5) Zone in Section 11.6. and from the location of a vehicular parking space in Section 7.1.1. from the Zoning By-Law 2022-62. In addition, relief is also being requested for the severed lot from the minimum sight triangle dimension requirements under Section 4.6.2., the minimum front porch setback under Section 4.20.4.2., minimum parking space length under Section 7.4. and the minimum lot area, front setback, and maximum building depth of the UR5 Zone in Section 11.6. from By-Law 2022-62.

In support of the applications, the applicant has submitted the following:

- Concept Plan and Easement (Exhibit G);
- Floor Plans (Exhibit I);
- Architectural Elevations (Exhibit J);
- Natural Gas Load Summary;
- Grading & Servicing Plan dated July 25, 2024, prepared by Forefront Engineering Inc;
- Stormwater Management Report dated July 2024, prepared by Forefront Engineering Inc.
- Revised Stormwater Management Report dated October 2024, prepared by Forefront Engineering Inc
- Sight Triangle and Driveway Review dated April 3, 2024, prepared by Forefront Engineering Inc;

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- Noise Impact Study dated February 20, 2024, prepared by J.E. Coulter Associated Limited
- Stage 1-2 Archaeological Assessment dated December 6, 2023, prepared by Abacus Archaeological Services;
- Planning Justification Letter dated September 3, 2024, prepared by Fotenn Planning + Design

All submission materials are available online through the Development and Services Hub (DASH) at the following link, [DASH](#), using “Look-up a Specific Address”. If there are multiple addresses, search one address at a time, or submission materials may also be found by searching the file number.

Site Characteristics

The subject property is located at 93 Division Street (Exhibit C – Key Map). The subject lands are approximately 323 square metres in area and situated on a corner lot, with 16.2 metres of frontage on Division Street and 16.7 metres of frontage on William Street. The lot is currently developed with a two-and-a-half storey semi-detached building containing one dwelling unit, with a total of six bedrooms across this one unit, with vehicular access off of William Street and pedestrian access from Division Street (Exhibit H – Site Photos).

The property is located at the corner of Division Street (Arterial Road) and William Street (Local Road), directly abuts a two-and-a-half storey dwelling to the north at 95 Division Street and a two-storey dwelling to the east at 261 William Street. The surrounding built form is primarily characterized by low-rise development, including houses, semi-detached houses and townhouse dwellings with height range between one and three storeys. The subject lands are walking distance from various open spaces (Victoria Park and City Park), is in close proximity to various community facilities, and commercial opportunities near Princess Street and Brock Street. The site is in walking distance to Transit Route 12 and Express Route 702, which operates on Johnson Street north of the subject lands. The site is within 130 metres of two transit stops, one at the intersection of Division Street and Johnson Street, north of the site, and the other at the intersection of Barrie Street and Johnson Street, northeast of the site. Sidewalks are present along both sides of Division Street with dedicated bike lanes being provided along Brock and Johnson Streets (Exhibit D – Neighbourhood Context).

The subject property is designated Residential in the Official Plan (Exhibit E – Official Plan, Existing Land Use) and zoned Urban Residential 5 (UR5) Zone in Kingston Zoning By-Law Number 2022-62 (Exhibit F – Kingston Zoning By-Law Number 2022-62)

Provincial Planning Statement

The Provincial Planning Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development which are complemented by local policies addressing local interests. The application being considered is site specific to accommodate a

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specific proposal and does not involve any major policy considerations and as much, the proposal conforms to and is consistent with the PPS.

Consent Application

The review of an application for a consent is subject to Section 53 of the *Planning Act* which requires the approval authority be satisfied that a plan of subdivision is not necessary for the proper and orderly development of the municipality having regard to the matters addressed in subsection 51(24).

The proposal will result in the creation of an approximately 197 square metre lot from the existing 323 square metre subject property located at 93 Division Street and to establish an access easement over the severed lot for the purpose of vehicular and pedestrian access for the retained lot. The proposed consent meets the tests set out in the *Planning Act* and plan of subdivision is not required for the proper and orderly development of the property.

Official Plan

The subject property is designated Residential in the City of Kingston Official Plan (Exhibit E – Official Plan, Existing Land Use).

The Residential land use designation on Schedule 3A – Land Use denotes urban residential land uses that are intended to be on full municipal services. Residential uses are primarily forms of housing including low-rise residential buildings, mid-rise residential buildings and high-rise residential buildings contemplated by Section 2.6 of various types, tenure, and density that respond to a wide range of housing needs.

The creation of individual parcels of land by way of consent is subject to the consent policies of the Official Plan. In considering whether the proposal is appropriate, the Committee of Adjustment will have regard for the requirements included within the Official Plan, specifically Section 9.6.13 titled: “Criteria for Consent Approval”.

The proposed consent application will result in the creation of two urban residential lots, one severed and one retained, intended to accommodate additional housing opportunities in the urban area. The Urban Residential 5 (UR5) Zone under the Kingston Zoning By-Law Number 2022-62 requires a minimum lot area of 295.0 square metres per lot and a minimum lot frontage of 8.0 metres per lot for a townhouse-built form. The proposed lot area and frontage of the severed and retained lots remain consistent with surrounding residential lots and remains appropriate to accommodate future residential uses, ensuring site functionality through the provision of the access easement for the retained lands over the severed lot. The severed and retained lots have been designed appropriately to accommodate a townhouse-built form, subject to obtaining relief from select zone provisions of the Kingston Zoning By-Law Number 2022-62 to facilitate the future development.

The proposal will result in the creation of a slightly irregularly shaped lot in the urban area. However, the proposed lot fabric will ensure that the streetscape remains consistent with the

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surrounding built form along Division and William Street, with the irregular component following the interior and rear yards of the property. This shape is identified to ensure that landscaped open space and walkway to the bike parking is appropriately met on the retained lot, with access being incorporated through the inclusion of an easement as part of the consent process. The proposed severed lot will have approximately 10.5 metres of frontage on Division Street and 16.7 metres of frontage on William Street, will have an area of 197 square metres, and will maintain a somewhat rectangular shape. The proposed retained lot will have approximately 5.8 metres of frontage on Division Street, an area of 126 square metres, and will maintain a somewhat rectangular shape. Given the existing corner lot configuration, the severed lot will maintain frontage on Division Street - a municipally maintained and Arterial Road as per Schedule 4 of the Official Plan - and William Street, a municipally maintained and Local Road as per Schedule 4 of the Official Plan, with the retained lot maintaining frontage on Division Street. The severed lot will include a driveway off William Street, with an access easement to be established through the consent application (Exhibit G – Site Plan & Easement).

Engineering staff were circulated through the application process and have indicated that a road widening would not be required along Division Street or William Street. As part of the Development Agreement associated with these lands, any altered entrances on the severed lot will require an Entrance Permit from the Engineering Department prior to any excavation or work within the road allowance (Exhibit B – Recommended Conditions – Consent). Transportation Staff reviewed the Sight Triangle and Driveway Review prepared by Forefront Engineering (Exhibit K) and confirmed that the applicant has been able to demonstrate that the reduction to the sight triangle will not result in visibility impacts for vehicles at the Division Street and William Street intersection and the driveway location will not result in adverse impacts to cars on William Street or cars accessing William Street from Division Street. As such, the severance is not anticipated to result in any negative traffic hazards.

The subject property is not designated or listed under Part IV or Part V of the *Ontario Heritage Act* or located within or adjacent to a Heritage Conservation District. However, the subject lands were identified as being within an Archaeologically Sensitive Area (ASA). As a result, Heritage Services staff were circulated as part of the application process. Through technical review, there were no concerns raised with the proposed built form and staff are in receipt of the requested Archaeological Assessment for the property dated December 6, 2023, and prepared by Abacus Archaeological Services. This report is on file with the Ministry of Citizenship and Multiculturalism with a copy of the Letter or Registration from the Ministry of Citizenship and Multiculturalism to be supplied to staff, once received (Exhibit B – Recommended Conditions – Consent).

The proposed severed and retained lots are located within the Urban Boundary and will be serviced by municipal services. Utilities Kingston, Kingston Hydro, and Engineering staff have been circulated and reviewed the servicing plan, grading plan, and stormwater management report. As a condition of provisional consent approval, the applicant/owner will be required to provide written approval from Utilities Kingston to the Secretary-Treasurer Committee of Adjustment, that Utilities Kingston is satisfied that the existing services to the retained lot do not encroach on the severed lot (Exhibit B – Recommended Conditions - Consent).

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Recommendations from the stormwater management report and compliance with the servicing and grading plan will be required to be included in the future Development Agreement that will be registered on title (Exhibit B).

The proposal meets the intent of the Official Plan, as the proposed severed and retained lots will not result in any negative impacts to adjacent properties or to the surrounding Residential lands, including areas of archaeological potential, with the application of the recommended conditions of approval.

Zoning By-Law

The subject property is zoned Urban Residential 5 (UR5) Zone in Kingston Zoning By-Law Number 2022-62 (Exhibit F – Kingston Zoning By-Law Number 2022-62). The UR5 Zone permits a house, semi-detached house, and townhouse as per Table 11.1.2. of the by-law.

Concurrent with this application for consent to sever and establish the access easement, minor variances have been requested to facilitate the proposed severance of the subject property and its future redevelopment, as described further in the proceeding section.

Minor Variance Application

The review of an application for minor variance(s) is not a simple mathematical calculation, but rather a detailed assessment of whether the variance(s) requested, both separately and together, meet the four tests of a minor variance outlined in Subsection 45(1) of the *Planning Act*. The following provides this review:

1) The general intent and purpose of the Official Plan are maintained

The subject property is designated Residential in the City of Kingston Official Plan (Exhibit E – Official Plan Map).

In considering whether this proposed variance is desirable, the Committee of Adjustment will have regard to the nine requirements included in Section 9.5.19 of the Official Plan.

The subject property is located within a Housing District as shown on Schedule 2 of the City of Kingston Official Plan. Section 2.2.5. identifies that Housing Districts are planned to continue to mature and adapt as the City evolves in a manner that ensures land use compatibility while supporting the construction of new housing. Re-investment and upgrading will be encouraged through minor infilling and minor development. Housing Districts will be designated for residential uses of different types, but will also contain areas of open space, community facilities and commercial uses. The proposal is anticipated to supply additional housing opportunities at the corner of an existing established low-rise neighbourhood, while ensuring that the proposed built form accounts for the existing surrounding development.

The proposal to construct a townhouse-built form remains consistent with the surrounding neighbourhood context with no relief being sought from the maximum height permitted in the

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applicable zone. The proposal has been designed to ensure that the overall massing and location of window placements would not result in any compatibility concerns with regards to shadowing, visual intrusion that disrupts the streetscape or buildings, or loss of privacy due to intrusive overlook (Exhibit I – Floor Plans & Exhibit J – Architectural Elevations). In addition, the applicant submitted a stormwater management report which was reviewed and confirmed to not result in adverse effects on neighbouring properties related to stormwater management. The proposal is compatible in scale to the surrounding land uses and has been designed to ensure the functional components are incorporated (i.e., access, landscaping, and setbacks).

In regards to on-site functionality, vehicular access is contemplated from William Street onto the severed lot to facilitate two side by side parking spaces with one being afforded to the severed lot and one for the retained lot. The subject lands are in Parking Area 3 (PA3) which requires 1 vehicular parking space per lot. As indicated above, an access easement will be incorporated over the severed lot to enable pedestrian access over the proposed walkway and secure vehicular access and a parking space to ensure zone compliance for the retained lot. The required number of bike parking spaces per unit will be included for the severed and retained lot to ensure compliance with Section 7.3. of the By-Law. No concerns were raised as it relates to functionality and access through the technical review associated with this application.

The proposed severed and retained lots are located within the Urban Boundary and will be serviced by municipal services. Utilities Kingston, Kingston Hydro, and Engineering staff have been circulated and reviewed the servicing plan, grading plan, and stormwater management report. As a condition of provisional consent approval, the applicant/owner will be required to provide written approval from Utilities Kingston to the Secretary-Treasurer Committee of Adjustment, that Utilities Kingston is satisfied that the existing services to the retained lot do not encroach on the severed lot (Exhibit B – Recommended Conditions - Consent). Recommendations from the stormwater management report and compliance with the servicing and grading plan will be required to be included in the future Development Agreement that will be registered on title (Exhibit B).

The proposal meets the intent of the Official Plan, as the proposed variances will not result in any negative impacts to adjacent properties or to the neighbourhood.

2) The general intent and purpose of the Zoning By-Law are maintained

The subject property is zoned Urban Residential 5 (UR5) Zone in Kingston Zoning By-Law Number 2022-62 (Exhibit F – Kingston Zoning By-Law Number 2022-62). The UR5 Zone permits various residential uses, including a house, semi-detached house, and townhouse as per Table 11.1.2. of the by-law.

The proposal is seeking the following variances to facilitate the proposed development:

Variances for Lot Area and Lot Frontage

Severed Lot

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Variance Number 1: Minimum Lot Area for a Townhouse

By-Law Number 2022-62: Table 11.6.1.1.(c)
Requirement: 295.0 square metres per lot
Proposed: 197 square metres per lot
Variance Requested: 98 square metres; and,

Retained Lot

Variance Number 7: Minimum Lot Area for a Townhouse

By-Law Number 2022-62: Table 11.6.1.1.(c)
Requirement: 295.0 square metres per lot
Proposed: 126 square metres per lot
Variance Requested: 169 square metres; and,

Variance Number 8: Minimum Lot Frontage for a Townhouse

By-Law Number 2022-62: Table 11.6.1.2.(c)
Requirement: 8.0 metres per lot
Proposed: 5.8 metres per lot
Variance Requested: 2.2 metres; and,

Both the severed and retained lots require a minor variance from the minimum lot area and the retained lot requires relief from the minimum lot frontage provisions of the UR5 Zone. The Kingston Zoning By-Law requires a minimum lot area of 295.0 square metres per lot for a townhouse use in the UR5 zone. The minimum lot area requirement is generally intended to preserve landscaped open space, ensure that on-site functionality is not impacted (i.e., parking area), and that there is not overdevelopment of a property. Despite the proposed reduced lot area, the proposal is supplying approximately 30% landscaped open space on the retained lands and 51% on the severed lands, which exceeds the minimum requirements of the UR5 Zone. As indicated earlier, the applicant/owner submitted a revised grading plan and stormwater management report prepared by a qualified individual that described current drainage conditions and post development conditions. As such, the proposal will not result in overdevelopment of the subject lands, as there is excess landscaped space on the severed lot and recommendations from the requested plans/reports will be required to be incorporated on title through provisional approval of the consent application.

In addition, the retained lot requires relief from the minimum lot frontage requirement of 8.0 metres per lot for the proposed townhouse use. The proposed lot is deficient with the minimum lot frontage requirement which is generally intended to maintain a consistent urban character and allow for adequate setbacks from surrounding residential uses. The proposed lots are comparable with frontages found in the surrounding area along Division Street and William Street. Any development on either lot will be required to comply with the general provisions of the by-law and the UR5 Zone.

Variations for Setbacks from Front Lot Line, Building Depth, Porches and Interior

Severed Lot

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Variance Number 2: Minimum Front Setback

By-Law Number 2022-62: Table 11.6.1.4.(b)
Requirement: 3.2 metres
Proposed: 1.8 metres
Variance Requested: 1.4 metres; and,

Variance Number 3: Maximum Building Depth

By-Law Number 2022-62: Table 11.6.1.12.(b)
Requirement: Despite (a), the rear wall of the principal building must not be closer than 7.5 metres to the rear lot line.
Proposed: Despite (a), the rear wall of the principal building must not be closer than 6.0 metres to the rear lot line.
Variance Requested: 1.5 metres; and,

Variance Number 5: Minimum Front Porch Setback

By-Law Number 2022-62: 4.20.4.2.
Requirement: 3.2 metres
Proposed: 0.6 metres
Variance Requested: 2.6 metres; and,

The severed lot requires relief from the minimum front setback provision of the UR5 Zone. The Kingston Zoning By-Law requires a minimum front setback of the average of the adjacent property and 4.5 metres for the purpose of establishing a front setback. Given the adjacent property (retained lot) has a setback of approximately 1.9 metres, the front setback is required to be 3.2 metres. The requested reduction is not anticipated to alter the character of the neighbourhood, as the proposal has been designed to ensure that there is no encroachment on municipal lands and is to be consistent with the existing front setbacks on neighbouring properties at 93 Division Street. Similarly, a reduction is being sought to the minimum front porch setback to accommodate the proposed front porch on the severed. Section 4.20.4. of the By-Law identifies the front porch is to be the lesser of the zone provision or 3.5 metres. The proposal will result in a consistent streetscape along Division Street, while still ensuring that no new encroachment will result through this development.

The intent of the maximum building depth in the zoning by-law is to mitigate land use compatibility concerns related to overlook and to minimize the maximum size of a building on a lot. The zoning by-law permits a maximum building depth of 18 metres, but also requires buildings to be setback a minimum of 7.5 metres from the rear lot line. The proposed development on the severed lot complies with the maximum building depth of 18 metres but requires relief from the 7.5 metre setback from the rear lot line as identified in Table 11.6.1.12.(b). Despite the slight decrease to the rear yard setback associated with the proposed townhouse building, the proposed building has been designed so that there are minimal windows facing the rear yard, which mitigates the potential impacts of overlook onto adjacent properties (Exhibit J – Architectural Elevations).

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Variations for Sight Triangle, Parking Space Location, and Parking Space Dimensions**Severed Lot****Variance Number 4: Minimum Sight Triangle Dimensions**

By-Law Number 2022-62: Table 4.6.2.

Requirement: 9.0 metres by 9.0 metres (intersection of local and arterial road)

Proposed: 4.5 metres by 4.5 metres (intersection of local and arterial road)

Variance Requested: 4.5 metres by 4.5 metres; and,

Variance Number 6: Minimum Parking Space – In line with a driveway

By-Law Number 2022-62: Table 7.4.1.

Requirement: A minimum parking space length of 6.0 metres

Proposed: A minimum parking space length of 5.6 metres

Variance Requested: 0.4 metres; and,

Retained Lot**Variance Number 9: Location of Vehicular Parking Space**

By-Law Number 2022-62: 7.1.1.

Requirement: Parking to be located on the same lot as the building or use.

Proposed: Parking can be located on-site or on an adjacent parcel (severed lot).

Variance Requested: Removing the requirement for the vehicular parking space to be located solely on the same lot as the corresponding use or building and instead enabling it to be located on the adjacent (severed) lot; and; and,

The severed lot requires relief from the minimum 9 metres by 9 metres sight triangle dimensions associated with a property that intersects with a local and arterial road under Section 4.6. of the By-Law. The intention of the sight triangle provision is to ensure appropriate sightlines are preserved from a traffic safety standpoint. The application requires a reduction to 4.5 metres by 4.5 metres for the proposed building envelope. As such, a Sight Triangle and Driveway Location review was prepared by Forefront Engineering (Exhibit K) which indicated that the proposed 4.5 metre by 4.5 metre sight triangle will provide more than sufficient visibility for vehicles at the intersection of Division Street and William Street when reviewed against the TAC Manual and was confirmed as appropriate by Transportation Staff.

The applicant is seeking relief from the locational requirement for vehicular parking to be located on the same lot as the corresponding use for the retained property. The intent of this provision is to ensure that functional needs for the users of the site are adequately met on the premises where the use is found. However, as indicated earlier in the report, an access easement will be established through the consent process for the purpose of ensuring that a vehicular parking space is provided on the retained lot and accessible by the users of the severed land (Exhibit G – Site Plan & Easement). Considering the establishment of the easement and the functional site connection between the severed and retained lands, there are no concerns with the functional needs of the site being adequately addressed.

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In addition, to ensure landscaped open space is preserved on the severed parcel, relief is being sought from the minimum parking space length under Section 7.4. of the By-law. The minimum parking space dimensions in the Kingston Zoning By-Law vary depending on the type of driveway or drive aisle access and require a minimum length of 6.0 metres where spaces are accessed directly by a driveway. The intent of this length is to ensure that adequate maneuverability and functionality for parking a variety of vehicle types. A 5.5 metre parking space length is permitted when a space is accessed perpendicular to a drive aisle. In this context, of completing a consent to sever one new urban residential lot in an area where smaller lots are often found, permitting a reduced parking space dimension length to 5.6 metres is appropriate as it will still be able to adequately accommodate a variety of vehicles for the future users of the site, in conjunction with the required bike parking spaces.

The requested variances maintain the general intent and purpose of the zoning by-law.

3) The variance is minor in nature

The proposed variances provide for a functional and compatible development that supports the creation of an urban residential lot in a location that is intended to supply a wide variety of housing opportunities through various built forms and is near transportation and commercial opportunities, parks and community facilities. The severed parcel is proposed to be developed with a total of two residential dwelling units, containing a total of 8 bedrooms aggregate to the lot which follows the requirements of Section 4.28.1.1 of Kingston Zoning By-Law Number 2022-62. The development is consistent with the built form and massing found in the surrounding neighbourhood and the requested variances contemplate a functional built form. The applicant has placed careful consideration into the design of the proposed development, through the placement of building, window openings, and setbacks for the proposed two-unit townhouse building on the severed lot to ensure that potential overlook and privacy concerns are mitigated. The variances are considered minor as there are no anticipated negative off-site impacts.

4) The variance is desirable for the appropriate development or use of the land, building or structure

The variances are desirable and an appropriate use of the land. The proposed severed lot, while making concessions to certain provisions of the by-law, remains similar to the existing built form in the surrounding area. The applicant has contemplated the inclusion of an access easement to ensure that the vehicular requirements can be met for the severed and retained lots. The height and landscaped open space of the proposed townhouse building on the severed lot complies with the Kingston Zoning By-Law Number 2022-62 and the relief will enable a functional lot. The proposed development provides the minimum required vehicular and bike parking rates for the proposed built form on the severed lot and existing built form on the retained lot and can accommodate a walkway which complies with the standards of the By-Law.

December 16, 2024

Page 16 of 18

Technical Review: Circulated Departments and Agencies

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Building Services | <input checked="" type="checkbox"/> Engineering | <input checked="" type="checkbox"/> Heritage Services |
| <input type="checkbox"/> Finance | <input checked="" type="checkbox"/> Utilities Kingston | <input checked="" type="checkbox"/> Real Estate |
| <input checked="" type="checkbox"/> Traffic | <input checked="" type="checkbox"/> Kingston Hydro | <input checked="" type="checkbox"/> Environment Division |
| <input checked="" type="checkbox"/> Solid Waste | <input checked="" type="checkbox"/> Parks Development | <input type="checkbox"/> Canadian National Railways |
| <input checked="" type="checkbox"/> Housing | <input checked="" type="checkbox"/> District Councillor | <input type="checkbox"/> Ministry of Transportation |
| <input type="checkbox"/> KEDCO | <input checked="" type="checkbox"/> Municipal Drainage | <input type="checkbox"/> Parks of the St. Lawrence |
| <input type="checkbox"/> CRCA | <input type="checkbox"/> KFL&A Health Unit | <input type="checkbox"/> Trans Northern Pipelines |
| <input type="checkbox"/> Parks Canada | <input type="checkbox"/> Eastern Ontario Power | <input type="checkbox"/> CFB Kingston |
| <input type="checkbox"/> Hydro One | <input type="checkbox"/> Enbridge Pipelines | <input type="checkbox"/> TransCanada Pipelines |
| <input type="checkbox"/> Kingston Airport | | |

Technical Comments

The applications were circulated to external agencies and internal departments for their review and comment and there were no comments or concerns raised that would preclude the applications from moving forward. Any technical comments that are received after the publishing of this report will be included as an addendum to the Committee of Adjustment Agenda.

Public Comments

At the time this report was finalized, no public comments were received with regard to the applications. Any public comments received after the publishing of this report will be included as an addendum to the Committee of Adjustment Agenda.

Previous or Concurrent Applications

There are no concurrent or relevant historic planning applications on the subject property.

Conclusion

The requested minor variance and consent applications are consistent with the Provincial Planning Statement and conform with the general intent and purpose of both the City of Kingston Official Plan and Kingston Zoning By-Law Number 2022-62. The requested minor variance(s) **are** desirable for the appropriate development or use of the land, building or structure and **are** minor in nature. The proposed minor variance application meets all four tests under Subsection 45(1) of the *Planning Act* and is being recommended for approval, subject to the proposed conditions.

The requested consent application has regard to the matters set out in subsection 51(24) of the *Planning Act* and a plan of subdivision is not necessary for the proper and orderly development of the property. As such, the requested consent application is recommended for provisional approval.

December 16, 2024

Page 17 of 18

Provisional approval of these applications will permit the creation of one new lot, along with an access easement, and facilitate the development of two dwelling units with eight bedrooms in the aggregate on the severed lot.

Existing Policy/By-Law:

The proposed applications were reviewed against the policies of the Province of Ontario and City of Kingston to ensure that the changes would be consistent with the Province's and the City's vision of development. The following documents were assessed:

Provincial

Provincial Planning Statement, 2024

Municipal

City of Kingston Official Plan

Kingston Zoning By-Law Number 2022-62

Notice Provisions:

A Committee of Adjustment Meeting is going to be held respecting this application on December 16, 2024. Pursuant to the requirements of the *Planning Act*, a notice of Statutory Public Meeting was provided by advertisement in the Kingston Whig Standard on Friday November 29, 2024. The notice was also placed on the City's website and a sign was placed on the subject site.

Once a decision has been rendered by the Committee of Adjustment, a Notice of Decision will be circulated in accordance with the provisions of the *Planning Act*.

Accessibility Considerations:

None

Financial Considerations:

None

Contacts:

James Bar, Manager, Development Approvals 613-546-4291 extension 3213

Malcolm Norwood, Supervisor, Development Approvals 613-546-4291

Niki Van Vugt, Intermediate Planner, 613-546-4291 extension 3253

December 16, 2024

Page 18 of 18

Other City of Kingston Staff Consulted:

None

Exhibits Attached:

- Exhibit A Recommended Conditions – Minor Variance
- Exhibit B Recommended Conditions – Consent
- Exhibit C Key Map
- Exhibit D Neighbourhood Context
- Exhibit E Official Plan, Existing Land Use
- Exhibit F Kingston Zoning By-Law Number 2022-62
- Exhibit G Concept Plan & Easement
- Exhibit H Site Photos
- Exhibit I Floor Plans
- Exhibit J Architectural Elevations
- Exhibit K Sight Triangle

Recommended Conditions

The approval of minor variance application, File Number D13-069-2024, to seek relief from the Kingston Zoning By-Law 2022-62 for the future proposed development on the severed lot (Lot B), to develop the lot with a three-storey townhouse containing two residential dwelling units, and to address performance standards associated with the retained lot (Lot A), shall be subject to the following recommended conditions:

1. Limitation

That the approved minor variance applies only to the approximate 197 square metre severed lot and the approximate 126 square metre retained lot as shown on the approved drawings attached to the notice of decision.

2. No Adverse Impacts

The owner/applicant shall demonstrate to the satisfaction of the City that there are no adverse impacts on neighbouring properties as a result of any modifications to on-site grading or drainage.

3. Building Permit Application Requirements

The owner/applicant shall provide to the Building Services a copy of the decision of the Committee of Adjustment, together with a copy of the approved drawings, when they make application for a Building Permit.

The drawings submitted with the Building Permit application must, in the opinion of the City, conform to the general intent and description of the approved drawing(s), including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. It must be noted that additional planning approvals may be required should further zoning deficiencies be identified through the Building Permit application process.

4. Standard Archaeological Condition

The City of Kingston is in receipt of an Archaeological Assessment for the property located at 93 Division Street prepared by Abacus Archaeological Services dated December 6, 2023. This report is on file with the Ministry of Citizenship and Multiculturalism. The City has received and relies upon the report of the professional archaeologist as filed but reserves the right to require further reports should further evidence be uncovered. The owner/applicant shall provide the City with the letter from the Ministry of Citizenship and Multiculturalism confirming that the archaeological assessment report has been entered into the *Ontario Public Register of Archaeological Reports* before work may commence.

The applicant may be required to further review the state of archaeological resources on the property depending on the recommendations of the report and

subject to input and review from the Ministry of Citizenship and Multiculturalism. The City shall not be restricted in its ability to determine requirements related to review, assessment and/or protection should archaeological resources be found on site. Any costs arising from such requirements of the City or any other duly authorized Government body shall be borne solely by the applicant.

Recommended Conditions

The provisional approval of consent application, File Number D10-033-2024, to sever a an approximately 197 square metre lot (Lot B) with 10.5 metres of road frontage on Division Street and 16.7 metres of road frontage on William Street from the existing 323 square metre property located at 93 Division Street and establish an access easement, shall be subject to the following recommended conditions:

1. Certificate of Official and Deadline

That all conditions are satisfied and the Certificate of Official be presented to the Secretary-Treasurer, Committee of Adjustment for certification under Section 53(42) of the Planning Act, R.S.O. 1990 as amended, within two years of mailing of this notice. We suggest that the Land Registry Office be consulted for preapproval of the Certificate of Official to avoid delays.

The Certificate must be registered within two years from the issuance of the certificate as required under Section 53(43) of the Planning Act, R.S.O. 1990, as amended. A copy of the registered transfer certificate shall be provided to the Secretary-Treasurer, Committee of Adjustment to complete the file.

2. Reference Plan

That a digital version of a Reference Plan be provided in a PDF and AutoCAD Windows readable format on a compact disc (CD), USB memory stick or by email, illustrating the consents and easements as parts on a plan prepared and presented to the Secretary-Treasurer, Committee of Adjustment prior to the issuance of the Certificate of Official.

3. Payment of Taxes

The owner/applicant shall contact the Tax Department at tax@cityofkingston.ca and secure in writing from the Treasurer or the Manager of Taxation and Revenue, proof of payment of current taxes and any special charges (not simply a copy of the tax bill) required to be paid out and a statement of proof that is received and shall be provided to the Secretary-Treasurer Committee of Adjustment, prior to the issuance of the consent certificate. The owner/applicant must pay any outstanding realty taxes and all local improvement charges levied against the property.

4. Standard Archaeological Condition

The City of Kingston is in receipt of an Archaeological Assessment for the property located at 93 Division Street prepared by Abacus Archaeological Services dated December 6, 2023. This report is on file with the Ministry of Citizenship and Multiculturalism. The City has received and relies upon the report of the professional archaeologist as filed but reserves the right to require further reports should further evidence be uncovered. The owner/applicant shall provide the City with the letter from the Ministry of Citizenship and Multiculturalism confirming that the archaeological assessment report has been entered into the *Ontario Public Register of Archaeological Reports* before work may commence.

The applicant may be required to further review the state of archaeological resources on the property depending on the recommendations of the report and subject to input and review from the Ministry of Citizenship and Multiculturalism. The City shall not be restricted in its ability to determine requirements related to review, assessment and/or protection should archaeological resources be found on site. Any costs arising from such requirements of the City or any other duly authorized Government body shall be borne solely by the applicant.

5. Associated Minor Variance

That associated Minor Variance Application D13-069-2024 is approved and all related conditions of approval are fulfilled.

6. Cash-in-Lieu of Parkland

That \$2,428.00 shall be paid to the City of Kingston as cash-in-lieu of land dedication for park or public recreational purposes for each new building lot being created. The applicant may choose to pay the fee through their DASH application, provide a certified cheque or provide payment at the front desk at 1211 John Counter Boulevard, prior to the issuance of the Certificate of Official.

7. Civic Address

The owner/applicant shall contact the Planning Division once the Reference Plan has been deposited and provided to the City, and obtain a draft civic address for each new lot created and all appropriate fees shall be paid. The owner/applicant shall provide to the Secretary-Treasurer, Committee of Adjustment, written confirmation from the City that the civic address has been obtained prior to the issuance of the consent certificate.

8. Building Permit Application Requirements

The owner/applicant shall provide to the Building Division a copy of the decision of the Committee of Adjustment, together with a copy of the approved drawings.

The drawings submitted with the building permit application must, in the opinion of the City, conform to the general intent and description of the approved drawings, including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. Additional variances may be required should further zoning deficiencies be identified through the Building Permit application process.

9. Utilities Services

Prior to the issuance of the Certificate of Official, the owner/applicant shall provide written approval from Utilities Kingston to the Secretary-Treasurer Committee of Adjustment, that Utilities Kingston is satisfied that the existing services to the retained lot do not encroach on the severed lot.

10. Easement or Right-of-Way

Prior to the issuance of the Certificate of Official, the owner/applicant shall provide a draft transfer (easement) to the City for its review and approval as it relates to the

- (a) easement on the severed lands benefitting the retained lands for the purposes of pedestrian and vehicular ingress and egress; and

After the issuance of the Certificate of Official, the owner/applicant's solicitor shall register the transfer (easement).

11. Development Agreement

The owner shall enter into a development agreement satisfactory to the City to be registered on title to the severed and retained lands. All legal costs associated with the preparation and registration of the agreement shall be borne by the owner. The applicant shall provide a copy of the registered executed agreement to the Secretary-Treasurer, Committee of Adjustment, prior to the issuance of the consent certificate. The agreement shall contain conditions to ensure:

- (a) The Owner shall complete all works on the Owner's Lands in accordance with the stormwater management report prepared by Forefront Engineering Inc and dated October, 2024.
- (b) The Owner shall complete all works on the Owner's Lands in accordance with the approved grading and servicing plan prepared by Forefront Engineering Inc and dated October 11, 2024.
- (c) Any recommendations from the Noise Impact Study prepared by J.E. Coulter Associates Limited dated February 20, 2024, and its proposed conditions be included in the Development Agreement.
- (d) Any recommendations resulting from the Archaeological Assessment shall be included within the development agreement for the lands.
- (e) In the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Archaeology Program Unit of the Ministry of Citizenship and Multiculturalism (archaeology@ontario.ca) and City of Kingston's Planning Services (613-546- 4291, extension 3180) must be immediately contacted.
- (f) In the event that human remains are encountered, all work must immediately cease and the site must be secured. The Kingston Police (613-549-4660), the Office of the Chief Coroner as a part of the Ontario Ministry of the Solicitor General (1-877-991-9959), the Archaeology Program Unit of the Ministry of Citizenship and Multiculturalism (archaeology@ontario.ca), and City of Kingston's Planning Services (613-546-4291, extension 3180) must be immediately contacted.
- (g) That the owner be advised that any new or altered entrance to the site will require an entrance permit from the Engineering Division.
- (h) That a Building Permit is required prior to the construction or removal of all structures 15 square metres in area or greater. Issues such as but not limited to O.B.C., grading and servicing will be agreed through the permit review process.







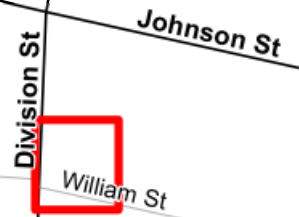
Committee of Adjustment

Key Map

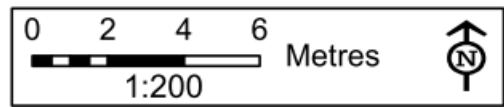
Address: 93 Division Street

File Numbers: D10-033-2024 & D13-069-2024

-  Subject Lands
-  Retained Lands
-  Severed Lands
-  Easement



Prepared By: ncameron
Prepared On: Sep-19-2024



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Committee of Adjustment Neighbourhood Context

Address: 93 Division Street

File Numbers: D13-069-2024 & D10-033-2024

Prepared On: Sep-05-2024

-  Subject Lands
-  Property Boundaries
-  Proposed Parcels



Prepared By: ncameron
Prepared On: Sep-05-2024

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Committee of Adjustment
Official Plan, Existing Land Use

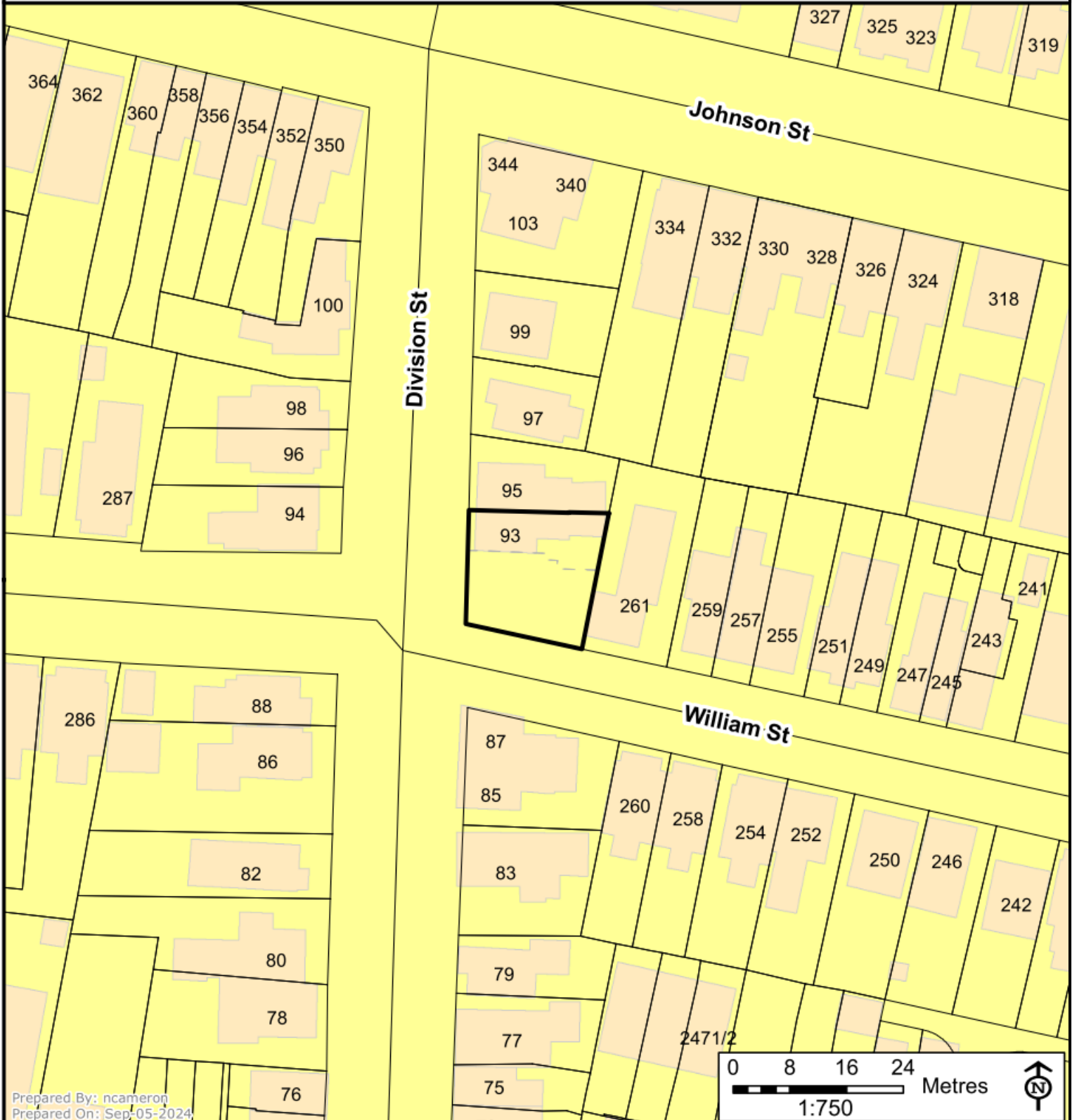
Address: 93 Division Street

File Numbers: D13-069-2024 & D10-033-2024

Prepared On: Sep-05-2024

Subject Lands

RESIDENTIAL



Prepared By: ncameron
Prepared On: Sep-05-2024

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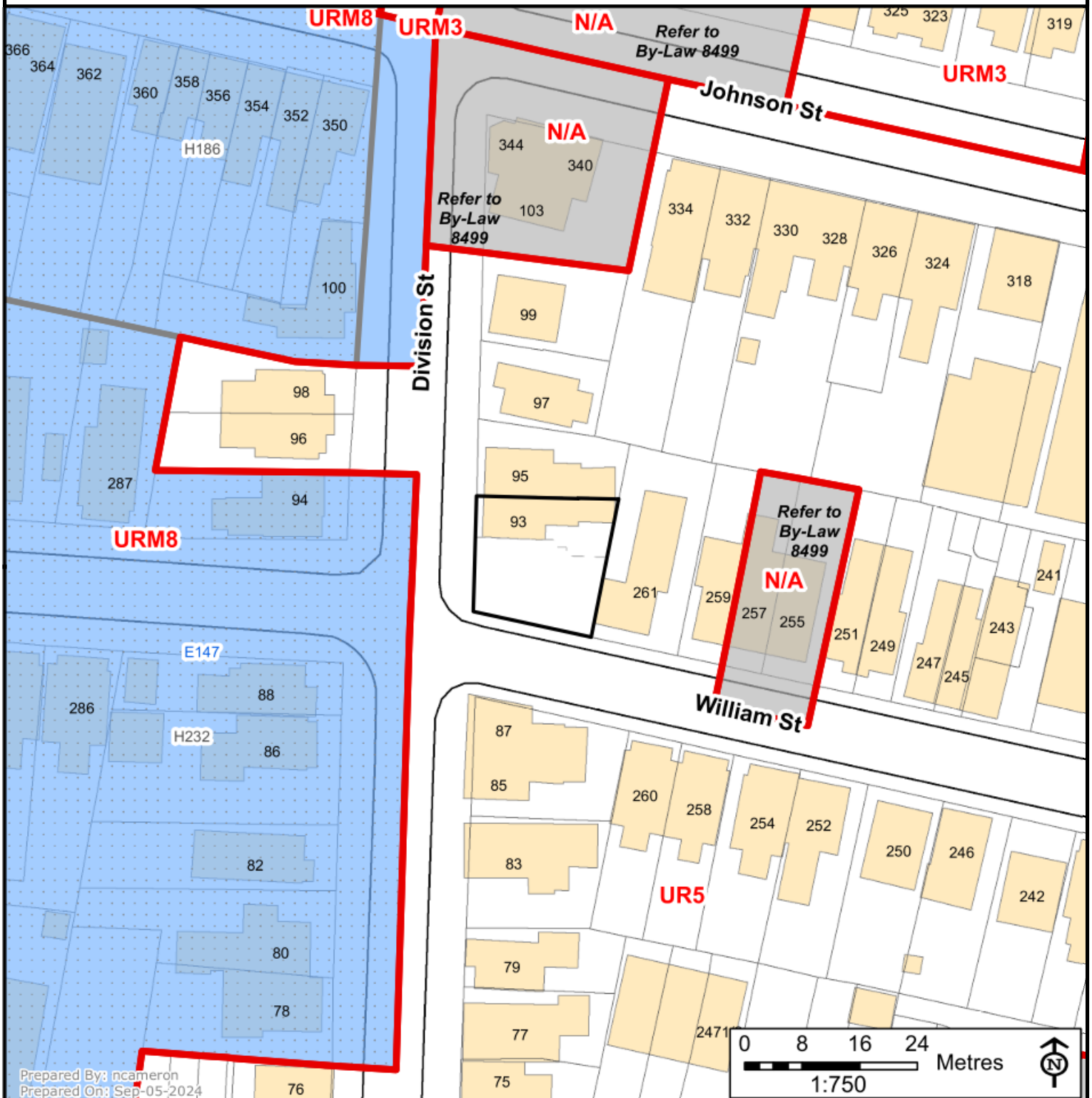


Committee of Adjustment
**Kingston Zoning By-Law Number
2022-62**

**Planning
Services**

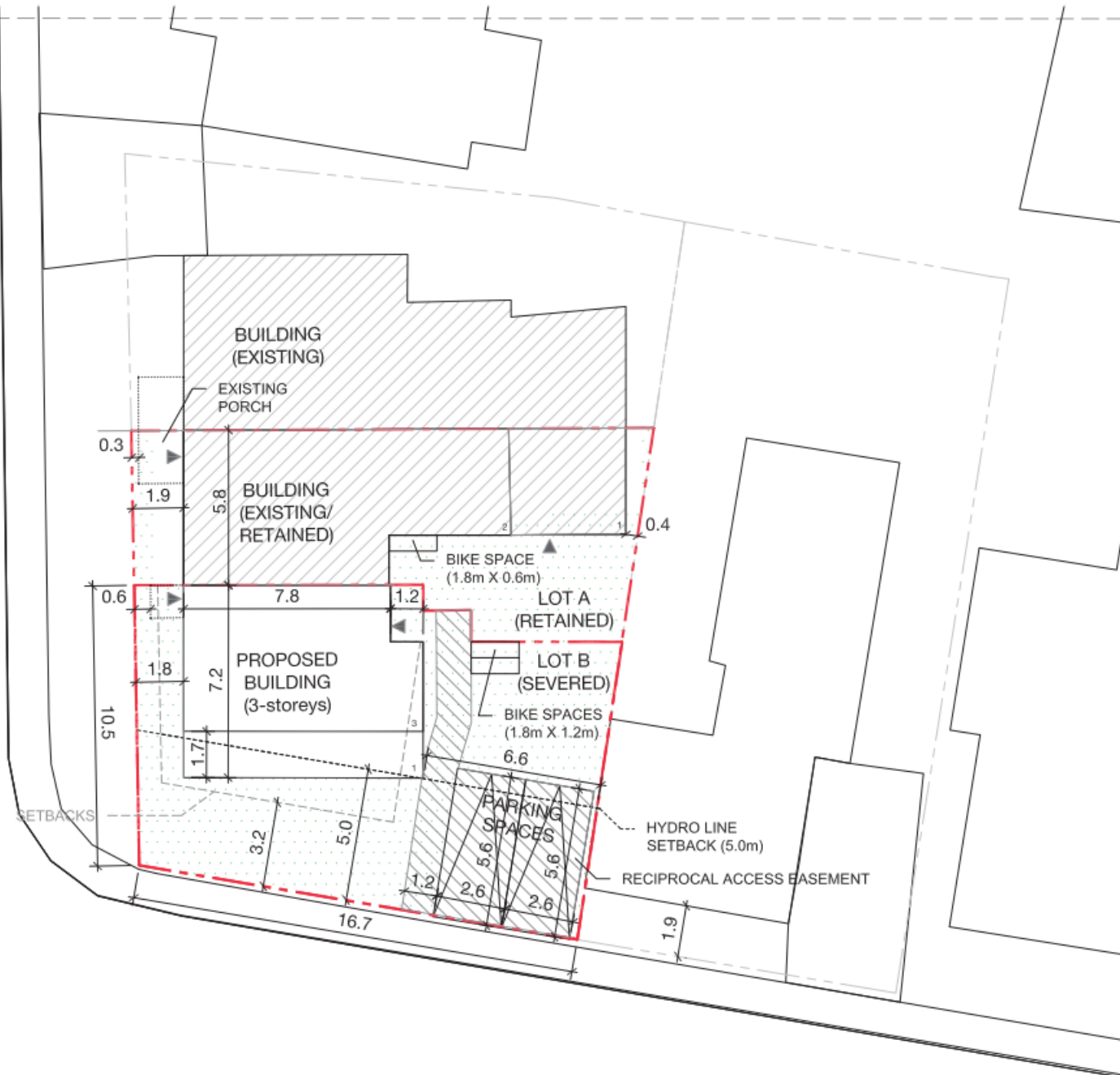
Address: 93 Division Street
File Numbers: D13-069-2024 &
D10-033-2024
Prepared On: Sep-05-2024

- Subject Lands
- Schedule 1 Zoning Map
- Zone
- Not Subject to the Kingston Zoning By-law
- Schedule E - Exception Overlay
- Legacy Exceptions (LXXX)
- Exceptions (EXXX)
- Schedule F - Holding Overlay
- Holding Overlay (HXXX)



Prepared By: ncameron
Prepared On: Sep-05-2024

93 DIVISION ST
Concept Plan



DEVELOPMENT STATISTICS

RETAINED SITE AREA:	126 m ²
SEVERED SITE AREA:	197 m ²
TOTAL SITE AREA:	323 m ²

EXISTING BUILDING (RETAINED)	81 m ²
BUILDING FOOTPRINT:	224 m ²

PROPOSED BUILDING (SEVERED)	63 m ²
BUILDING FOOTPRINT:	219 m ²

SEVERED LOT	10.5 m
LOT FRONTAGE:	32%
LANDSCAPE AREA:	105 m ² (83%)

SETBACKS (REQUIRED)	0.9 m
FRONT YARD:	0.0 m
INTERNAL SIDE YARD (NORTH):	3.2 m
EXTERNAL SIDE YARD (SOUTH):	7.5 m

NOTES

1. Parking Space 2.6m x 0.6m, Bike Space 1.8m x 0.6m.
2. Parking Space for 93 Division (Retained), accessed via the severed lot, subject to required easements). See proposed reciprocal access easement.
3. Total building GFA (gross) (retained) includes basement, plus two levels above. (Basement -81 m², Level 1 -81 m², Level 2 -83 m². Total building GFA (gross) (severed) includes basement, plus three levels above. (Basement -63 m², Level 1 -63 m², Level 2 -47 m², Level 3 -47 m²).
4. The base plan (lot lines, existing roads and surrounding areas) is based on provided KMAPPs and aerial images. The site area and all dimensions to be confirmed.



No.	REVISION	DATE	BY
-----	----------	------	----

CLIENT
FRONTENAC PROPERTY MGMT

FOTENN
Planning + Design

OTTAWA:	KINGSTON:	TORONTO:
366 Cooper Street, Suite 300, Ottawa, ON K2P 2H7 613.750.0789	4 Catherine St, Suite 315, Kingston, ON K7N 1Z7 613.542.0454	174 Spadina Ave, Suite 354, Toronto, ON M5T 2C2 416.781.4530

DESIGNED	ET
REVIEWED	ET
DATE	2024.08.30

P1

Site Photos – 93 Division Street

City Files D13-069-2024 & D10-033-2024



Figure 1: Front facing view of the of the subject property at 93 Division Street, and adjacent property at 95 Division Street, taken from the west side of Division Street (November 25, 2024).



Figure 2: South facing view from the east side of Division Street showing the existing sidewalk and walkways located along the front of the subject property and adjacent property at 95 Division Street (November 25, 2024).



Figure 3: Existing semi-detached building located across the street at 96-98 Division Street, immediately west of the subject property (November 25, 2024).



Figure 4: South facing view of the existing built form north of the subject property addressed as 99 Division Street and a portion of 97 Division Street (November 25, 2024).



Figure 5: North facing view, taken from the west side of Division Street, towards Johnson Street and Brock Street (November 25, 2024).



Figure 6: North facing view along Division Street showing the existing condition of the subject property (November 25, 2024).



Figure 7: Existing built form along William Street taken from the east side of Division Street (November 25, 2024).



Figure 8: Front facing view of the subject property along Division Street (November 25, 2024).



Figure 9: Existing conditions of the subject property from the corner of Division Street and William Street (November 25, 2024).



Figure 10: View of the subject property and existing conditions along the William Street frontage, taken on the south side of William Street (November 25, 2024).



Figure 11: Existing vehicular access along William Street to the gravel parking area located on the subject property (November 25, 2024).



Figure 12: View of the adjacent property, east of the subject property, at 261 William Street (November 25, 2024).



Figure 13: Existing townhouse-built form located east of the subject property at 255, 257 and 259 William Street (November 25, 2024).



Figure 14: Existing built form located along William Street, immediately south of the subject property (November 25, 2024).



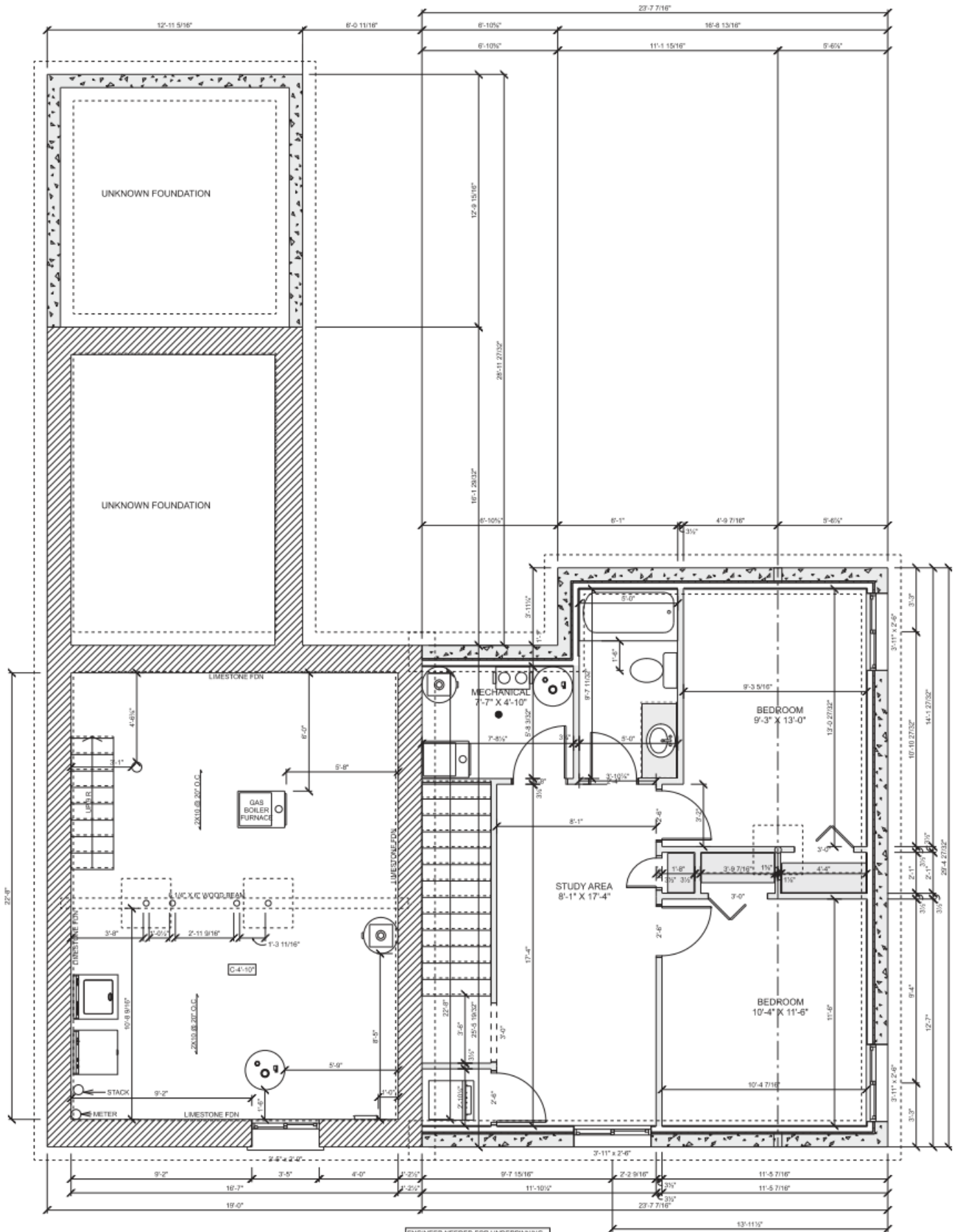
Figure 15: West facing view of the existing built form along William Street towards the William Street and Division Street intersection (November 25, 2024).



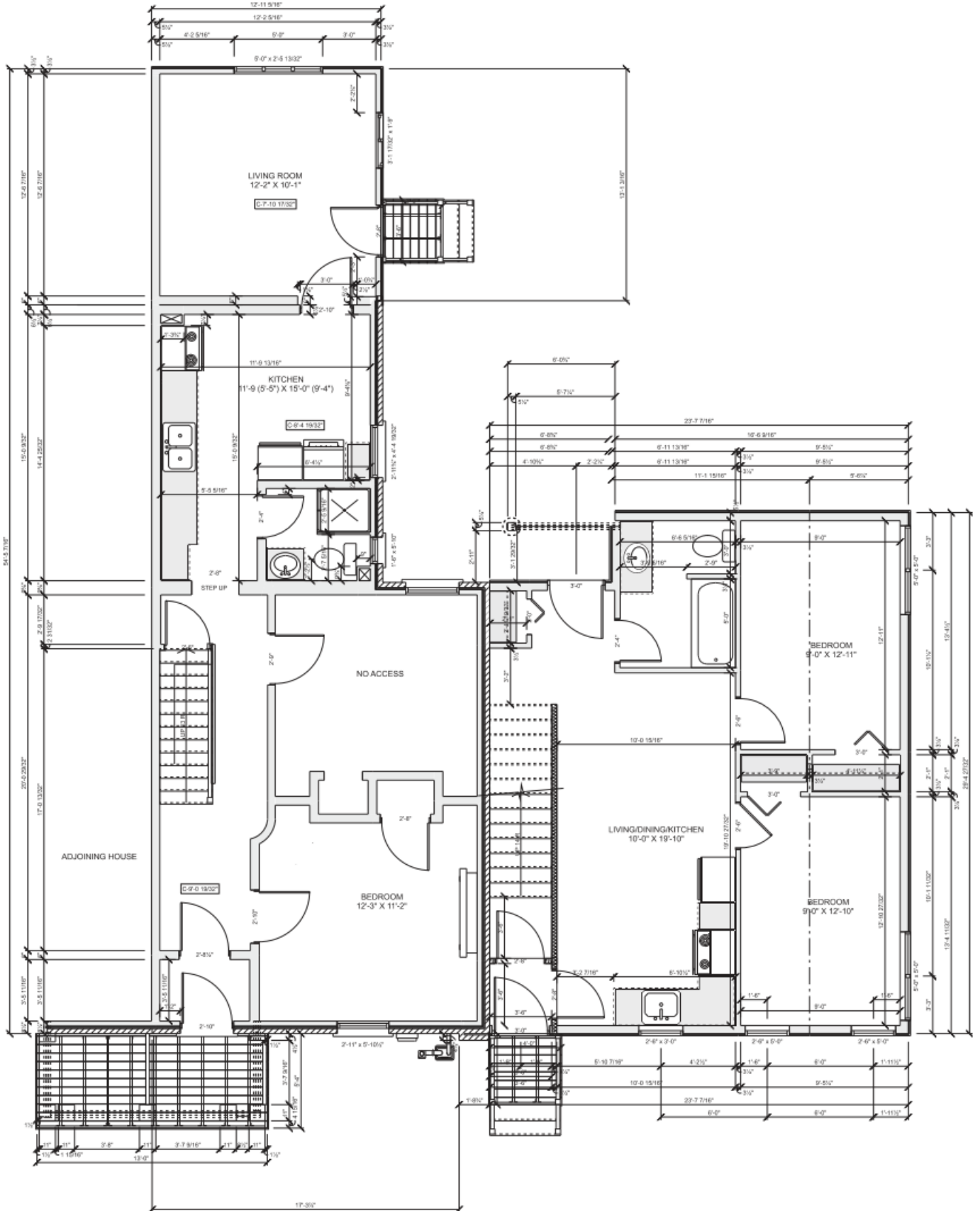
Figure 16: Existing built form in the surrounding area, property located at 244 Barrie Street (November 25, 2024).

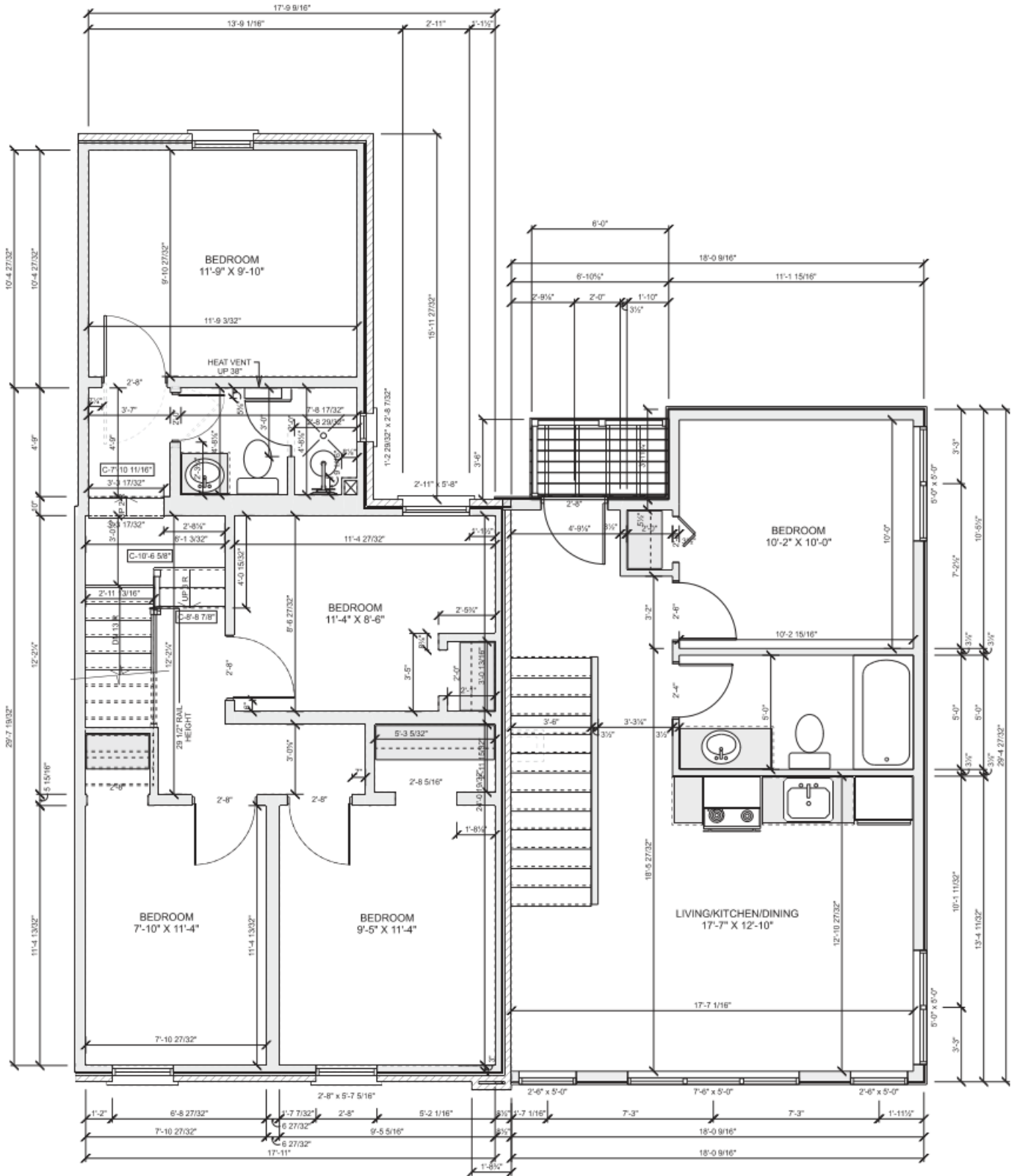


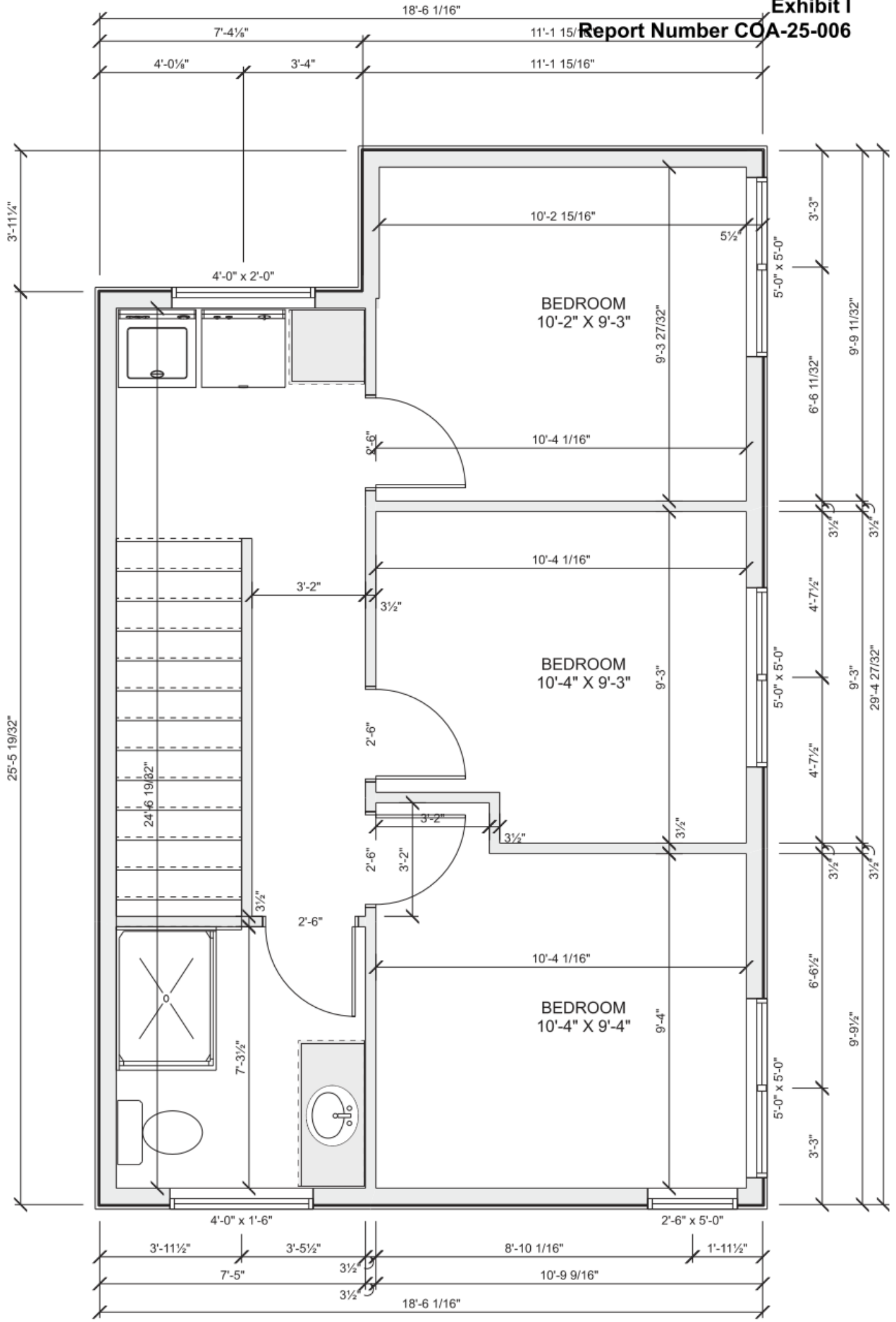
Figure 17: West facing view along Johnson Street showing the existing bike lanes within walking distance of the subject property (November 25, 2024).

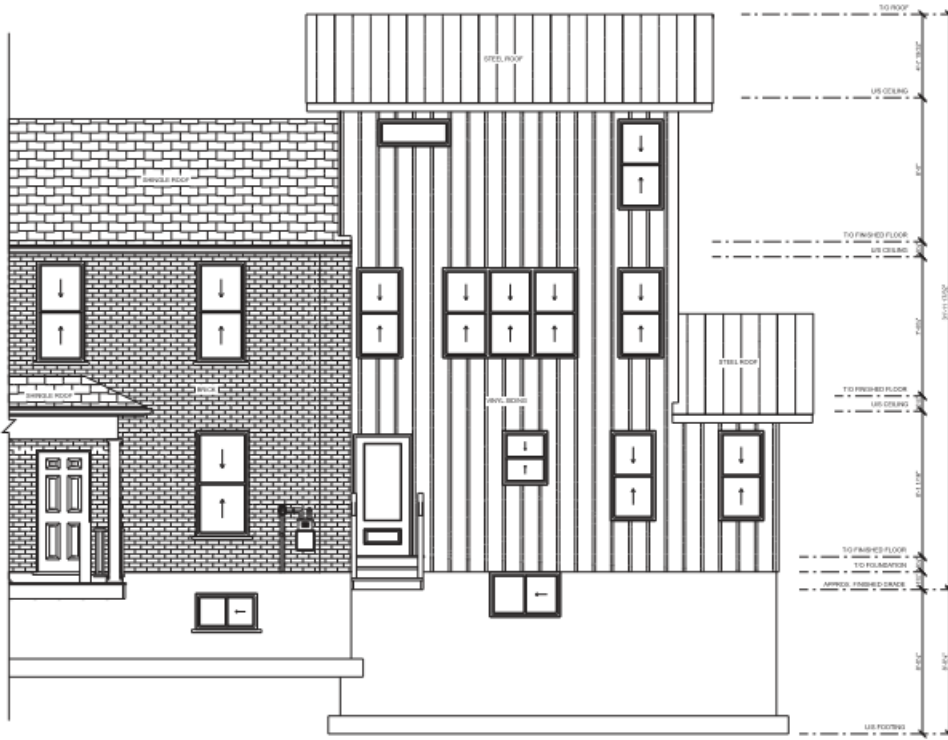


ENGINEER NEEDED FOR UNDERPINNING OF FOUNDATION OR FOUNDATION TO BE STEPPED UP APPROX. 3'-2" FROM TOP OF EXISTING TO TOP OF NEW FOUNDATION









FRONT ELEVATION FOR PLANNING APPLICATION

HOUSE OF THREE
LISA HENDERSON, MANT, CBCO
3800 HOLMES RD.
INVERARY, ON, NCH 1X0
TEL: 709-261-1111
WWW.HOUSEOFTHREE.CA
EMAIL: lisa@houseofthree.ca
FAX: 709-261-1111
INDIVIDUAL SIN. 1B04

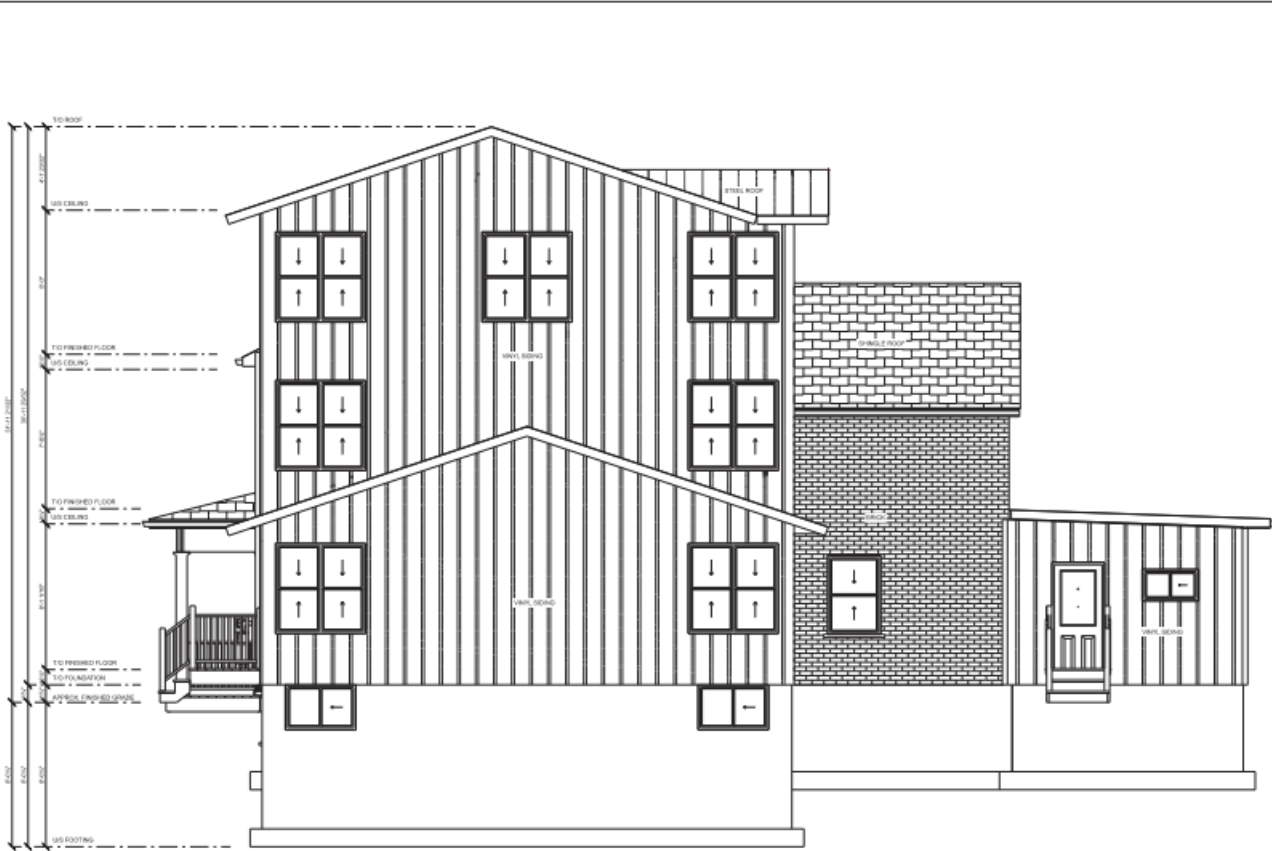
HOUSE OF THREE
LISA HENDERSON, MANT, CBCO
3800 HOLMES RD.
INVERARY, ON, NCH 1X0
TEL: 709-261-1111
WWW.HOUSEOFTHREE.CA
EMAIL: lisa@houseofthree.ca
FAX: 709-261-1111
INDIVIDUAL SIN. 1B04

DATE: 10/12/2024
DRAWN BY: LISA HENDERSON
SCALE: 1/8" = 1'-0"

PROJECT: LISA HENDERSON
SIN. 1B04
3800 HOLMES RD., INVERARY, ON
DATE: 10/12/2024
SCALE: 1/8" = 1'-0"

INDIVIDUAL SIN. 1B04
LISA HENDERSON, MANT, CBCO
3800 HOLMES RD., INVERARY, ON
TEL: 709-261-1111
WWW.HOUSEOFTHREE.CA
EMAIL: lisa@houseofthree.ca
FAX: 709-261-1111
INDIVIDUAL SIN. 1B04





RIGHT ELEVATION FOR PLANNING APPLICATION

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AM A RESIDENT OF THE COUNTY OF INDIAN WISCONSIN AND I AM NOT PROVIDING THIS INFORMATION FOR THE PURPOSES OF ANY OTHER PROJECT OR APPLICATION.

Lisa Henderson
INDIVIDUAL SIGNATURE
DATE: 06/12/2024
ADDRESS: 3800 HOLMES RD, INDIAN WISCONSIN 53030

PROJECT	L. HENDERSON
DATE	06/12/2024
SCALE	1/8" = 1'-0"
PROJECT NUMBER	1910000001 OF INDIAN WISCONSIN
PROJECT NAME	3800 HOLMES RD, INDIAN WISCONSIN
DATE	06/12/2024
SCALE	1/8" = 1'-0"
PROJECT NUMBER	1910000001 OF INDIAN WISCONSIN
PROJECT NAME	3800 HOLMES RD, INDIAN WISCONSIN

HOUSE OF THREE
 LISA HENDERSON, MAINT. CB/CDO
 3800 HOLMES RD.
 INDIAN WISCONSIN, WI 53030
 TEL: 262.338.8888
 EMAIL: info@houseofthree.ca
 WEB: www.houseofthree.ca
 FIRM BCIN: 1227166
 INDIVIDUAL BCIN: 1824



93 DIVISION ST
Concept Plan



DEVELOPMENT STATISTICS

RETAINED SITE AREA:	138 m ²
SEVERED SITE AREA:	100 m ²
TOTAL SITE AREA:	238 m ²
PROPOSED BUILDING (SEVERED)	
BUILDING FOOTPRINT:	48 m ²
BUILDING GFA (GROSS):	234 m ²
SEVERED LOT	
LOT FRONTAGE:	19.7 m
LOT COVERAGE:	36%
LANDSCAPE AREA:	84 m ² (52%)
SETBACKS REQUIRED	
FRONT YARD:	0.0m
INTERNAL SIDE YARD (PORCH):	0.0m
EXTERNAL SIDE YARD (SCULPT):	3.2m
REAR YARD:	7.5m

- NOTES**
1. Parking Space 2.8m x 0.6m, Bike Space 1.8m x 0.6m.
 2. Parking Space for 10 (2-stor) (Para-walk, accessed via the severed lot, subject to required easement).
 3. Total building GFA (gross) includes basement, plus three levels above. Basement - 88 m², Level 1 - 89 m², Level 2 - 67 m², Level 3 - 91 m².
 4. The base plan (at 8m), including roads and surrounding areas is based on provided (MMP) and aerial images. The site area and all dimensions to be confirmed.

No.	REVISION	DATE	BY

CLIENT
FRONTENAC PROPERTY MGMT

FOTENN
Planning + Design

1000 St-Jacques St. E.
Suite 201
Montreal, QC H2L 2K1
Canada
Tel: 514 399-1111
www.fotenn.com

DESIGNED BY	
REVIEWED BY	
DATE	2024.10.26

P1