



THE MUNICIPALITY OF CENTRAL ELGIN

MINOR VARIANCE/PERMISSION APPLICATION

Form MVA-1/2014

REQUIREMENTS FOR A COMPLETE APPLICATION:

Note: Until the Municipality of Central Elgin has received the information and material requested herein (as required under subsection 2 of Ontario Regulation 200/96) and any fee under Section 69(1) of the *Planning Act*, the application will be deemed incomplete and the time periods referred to in section 45(4) of the Act will not begin. Please ensure your submission includes:

| |
|---|
| OFFICE USE ONLY Date Stamp – Date Received: <i>Sept 4, 2025</i> Fee Paid: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|---|

- ☐ The completed application form and declarations.
- ☐ 1 digital copy of sketch/plan showing **EXISTING** and **PROPOSED** building(s) and structure(s) on subject lands, where applicable. Sketch is to include, for each existing and proposed building or structure, the location including setbacks from lot lines, height and dimensions (or floor areas) in metric units. See Section 18 of this application for more detail.
- ☐ **Application Fee made payable to "The Municipality of Central Elgin". Application Fee Amount: \$ 553.75**
- ☐ A Letter of Authorization from the Owner (with dated, original signature) **OR** completion of the Owner's Authorization on page 7, **if the Owner is not filing the application.**
- ☐ Other information identified through Pre-consultation.

PLEASE LIST THE REPORTS OR STUDIES THAT ACCOMPANY THIS APPLICATION (supply two copies of each):

Note: This section applies to all reports that may have been identified as a result of any pre-application consultation meeting as studies required for a complete application.

About Pre-Consultation

Prior to submitting this application for a Minor Variance to the Municipality of Central Elgin, a proponent is encouraged to consult with relevant staff. Pre-application consultation is intended to facilitate early discussions between the proponent and staff pertaining to the application, and to allow staff to assist in determining the specific reports, studies and information that may be required to be submitted together with the application form as part of a complete application.

THIS APPLICATION PACKAGE MUST BE SUBMITTED TO:

Central Elgin Planning Office
9 Mondamin Street, St. Thomas, Ontario N5P 2T9

Telephone: 519-633-2560
Facsimile: 519-633-6581

or

Municipality of Central Elgin
450 Sunset Drive, St. Thomas, Ontario N5R 5V1

Telephone: 519-631-4860
Facsimile: 519-631-4036

Personal information is collected under the authority of the Planning Act and will be used only for the purposes of considering and reviewing your application.



THE MUNICIPALITY OF CENTRAL ELGIN

MINOR VARIANCE/PERMISSION APPLICATION

I/We hereby apply, as outlined in this application, to the Council of the Corporation of the Municipality of Central Elgin pursuant to the provisions of the Planning Act, for a Minor Variance/Permission under Section 45 of the *Planning Act*.

1. Name of applicant: Carey Smith
Address: 109 Sandcastle Key
Telephone (home): 416-573-6863 (business) _____
E-Mail: smithcd1@outlook.com
2. Is the applicant the owner of the land? ☒ Yes ☐ No If no, please provide:

Name of owner: _____
Address: _____
Telephone (home): _____ (business) _____
E-Mail: _____
3. When was the subject land acquired by the current owner? November 2022
4. Name of Agent (if any): _____
Address: _____
Telephone: (home): _____ (business) _____
E-Mail: _____
5. Location of Property ("subject lands"):
Registered Plan No.: 11M-247 Lot No.(s): 57
Concession No.: _____ Lot No.(s): _____
Reference Plan No.: _____ Part No.(s): _____
Municipal Address: 109 Sandcastle Key, Central Elgin (Port Stanley)
6. Municipality of Central Elgin Official Plan:
Designation of the subject lands: _____
7. Current applicable Zoning By-law: _____
Current applicable zone: R1-72

8. What is the present use(s) of the subject lands? Residential - single family dwelling
- How long has this use(s) continued on the subject lands? since built (3 years)
9. What is the proposed use of the subject lands? addition of a deck at rear of house
10. Nature and extent of relief from the zoning by-law: The current by-law permits a maximum lot coverage of 40%. The addition of the proposed deck will increase the lot coverage to 52%.
Therefore the relief sought is a variance of 12% over the current maximum.
- Reason(s) why the proposed use cannot comply with the provisions of the zoning by-law: _____
The house currently covers 40% of the lot - the maximum permitted by the current by-law.
The addition of anything all (patio or stairs or deck) will result in non-compliance no matter what size..
11. Dimensions of the subject lands:
 Frontage (m): 13.717 on Sandcastle Key Street/Road/Highway
 Depth (m): 35
 Area (m²): 480.21
12. Access to the subject lands is provided by:
☒ A Provincial highway or municipal road that is maintained year-round or other public road;
☐ A right of way; or
☐ By water (Please provide a description of the parking/docking facilities to be used and the approximate distance of these facilities from the subject lands and the nearest public road):

13. Particulars of all existing and proposed structures on the subject lands (as applicable - add additional pages if necessary):
- | <u>EXISTING</u> | <u>BUILDING 1</u> | <u>BUILDING 2</u> | <u>BUILDING 3</u> |
|--------------------------------------|-----------------------|-------------------|-------------------|
| Building type: | <u>dwelling house</u> | | |
| Length (m): | <u>18.085</u> | | |
| Width (m): | <u>11.277</u> | | |
| Height (m): | <u></u> | | |
| No. of storeys: | <u>1 (one)</u> | | |
| Ground floor area (m ²): | <u>149.26</u> | | |
| Gross floor area (m ²): | <u></u> | | |
| Parking area (m ²): | <u>36.9</u> | | |
| Setback, front lot line (m): | <u>6.15</u> | | |
| Setback, rear lot line (m): | <u>9.85</u> | | |
| Setback, side lot line (m): | <u>1.22</u> | | |
| Setback, side lot line (m): | <u>1.22</u> | | |
| Date constructed: | <u>November 2022</u> | | |

| PROPOSED | BUILDING 1 | BUILDING 2 | BUILDING 3 |
|--------------------------------------|-------------------|------------|------------|
| Building type: | deck | | |
| Length (m): | 10.9 m | | |
| Width (m): | 5 m | | |
| Height (m): | 0.3 m | | |
| No. of storeys: | at grade level | | |
| Ground floor area (m ²): | 55 m ² | | |
| Gross floor area (m ²): | | | |
| Parking area (m ²): | | | |
| Setback, front lot line (m): | | | |
| Setback, rear lot line (m): | | | |
| Setback, side lot line (m): | 1.2 m | | |
| Setback, side lot line (m): | 1.5 m | | |

14. Potable water will be supplied to the subject lands through:
- ☒ Publicly owned and operated piped water system.
- ☐ Privately owned and operated individual or communal well.
- ☐ Lake or other water body.
- ☐ Other means. Explain: _____
15. Sewage disposal will be supplied to the subject lands through:
- ☒ Publicly owned and operated sanitary sewage system.
- ☐ Privately owned and operated individual or communal septic system.
- ☐ A privy.
- ☐ Other means. Explain: _____
16. Storm drainage will be supplied to the subject lands through:
- ☒ Publicly owned and operated storm sewer system.
- ☐ Privately owned and operated storm sewer system.
- ☐ Ditches and swales.
- ☐ Other means. Explain: _____
17. Has the subject lands ever been the subject of any of the following matters under the Planning Act:
- (a) For approval of a plan of subdivision under Section 51. ☐ Yes ☒ No
- File No.: _____ Status: _____
- (b) For approval of a consent under Section 53. ☐ Yes ☒ No
- File No.: _____ Status: _____
- (c) For approval of minor variance/permission under Section 45. ☐ Yes ☒ No
- File No.: _____ Status: _____
18. This application must be accompanied by a digital sketch, in metric, showing as applicable:
- ✓ The boundaries and dimensions of the subject lands;
 - ✓ The location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
 - ✓ The approximate location of all natural and artificial features (i.e. buildings, railways, roads, watercourses, drainage ditches, rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
 - (i) are located on the subject land and on land that is adjacent to it; and
 - (ii) in the applicant's opinion, may affect the application.
 - ✓ The current uses of land that is adjacent to the subject land;
- (continued on next page)

- ✓ The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way;
- ✓ If access to the subject lands will be by water only, the location of the parking and docking facilities to be used; and
- ✓ The location and nature of any easement affecting the subject land.

19. This application must be filed with the **Central Elgin Planning Office, 9 Mondamin Street, St. Thomas, Ontario, N5P 2T9** or with the **Municipality of Central Elgin, 450 Sunset Drive, St. Thomas, Ontario, N5R 5V1**, and must be accompanied by the application fee of **\$534.50**.

PLEASE MAKE CHEQUES PAYABLE TO "THE MUNICIPALITY OF CENTRAL ELGIN"

DECLARATION:

I, Carey Smith of Port Stanley
do solemnly declare that all above statements contained in all of the exhibits transmitted herewith are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the

Municipality of Central Elgin

In the County of Elgin

this 4th
day of September A.D. 2025

Carey Smith X.
Signature of Owner or Authorized Agent

[Signature]
A Commissioner, etc.

DELANY LYNN LEITCH, Deputy Clerk
for The Corporation of the Municipality
of Central Elgin. A Commissioner for
taking Affidavits in the County of Elgin
in the Province of Ontario.

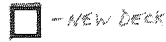
LOT 57 IS ALSO KNOWN AS LOT 87
AS SHOWN ON GRADING PLAN

BLOCK 64

VACANT
N74°06'18"W 13.720
GREEN SPACE



PLAN



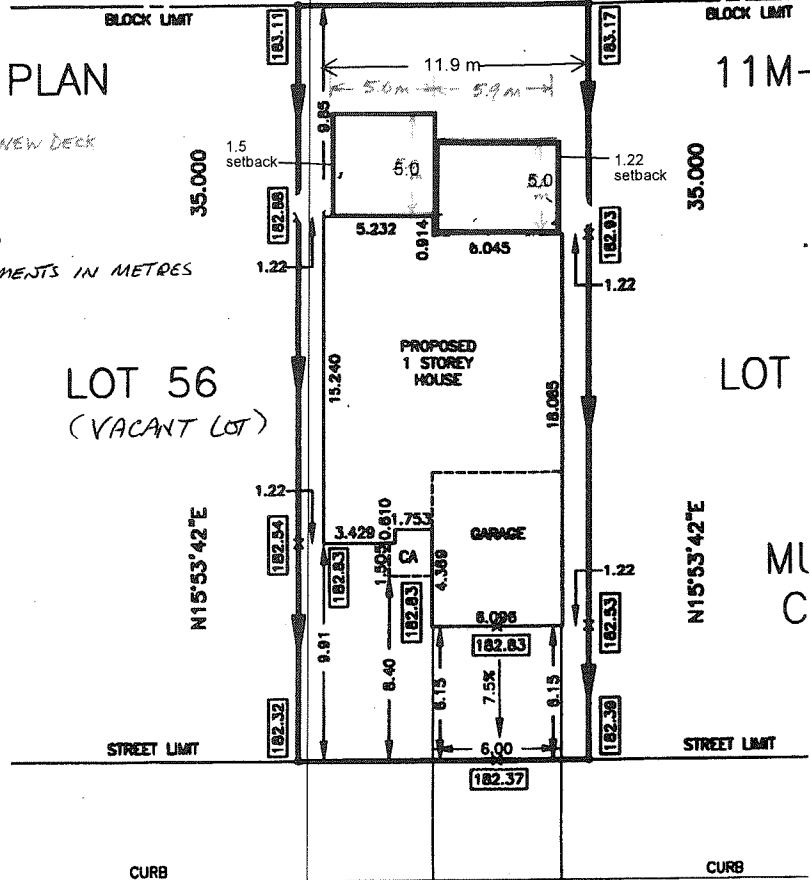
SCALE: 1:300

ALL MEASUREMENTS IN METRES

LOT 56
(VACANT LOT)

LOT

ML
C



N74°06'18"W 13.720
SANDCASTLE KEY

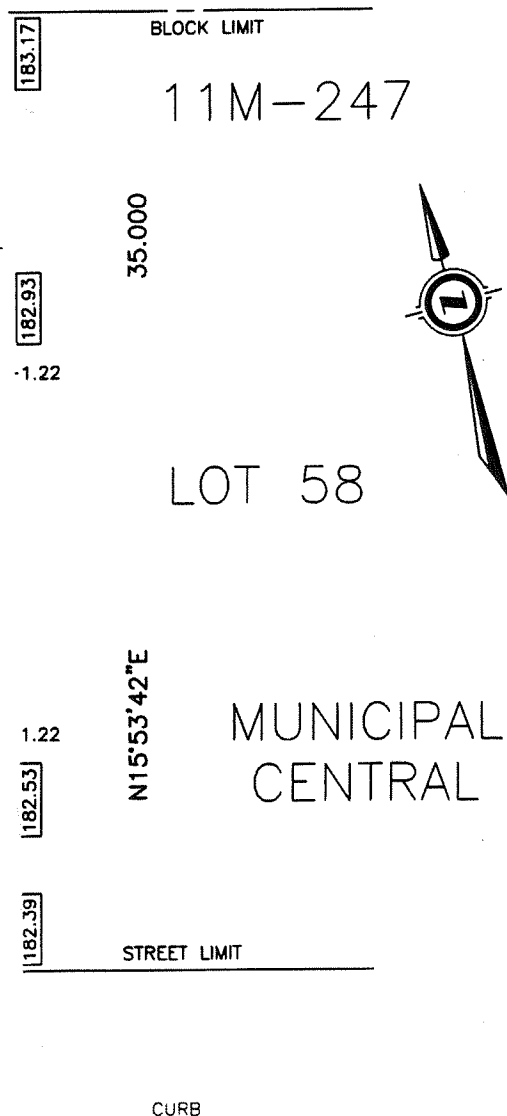
NOTE: SIDEWALKS BUILT IN SIDEYARDS MAY
REQUIRE RETAINING WALLS

F:\Projects\BLDRS\11M\11M247 (Kokomo Ph2)\LOT 57\cad\M247L057.dwg

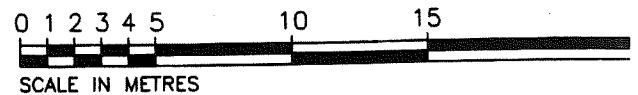
CERTIFICATION OF LOT GRADING DESIGN BY
DILLON CONSULTING LIMITED

*COVERAGE IF

| | |
|-----------|--|
| | |
| Driveway | |
| Building | |
| Landscape | |
| Garage | |



LOT GRADING PLAN OF ALL OF LOT 57, PLAN 11M- MUNICIPAL NUMBER 109 IN THE MUNICIPALITY OF CENTRAL COUNTY OF ELGIN SCALE 1:300



METRIC: DISTANCES SHOWN ON THIS PLAN
CAN BE CONVERTED TO FEET BY

NOTES:

TOP OF FOUNDATION ELEVATION=183.39
UNDERSIDE OF FOOTING ELEVATION: FRONT=181.
UNDERSIDE OF FOOTING ELEVATION: REAR =181.
DRIVEWAY ELEVATION AT GARAGE ENTRANCE=182
DRIVEWAY HAS A 7.5% SLOPE TO STREET LINE
BASEMENT WINDOW SILL ELEVATION=N/A
CA DENOTES COVERED AREA
234.45 DENOTES PROPOSED ELEVATION

NOTE: ELEVATION OF SANITARY SEWER
ON SITE, PRIOR TO EXCAVATION
OF FOOTING ELEVATION

ENGINEER'S CERTIFICATE:

I HEREBY CERTIFY THAT THE PROPOSED GRADING
AND APPURTENANT DRAINAGE WORKS COMPLY
WITH SOUND ENGINEERING DESIGN AND THAT THE
PROPOSED GRADING IS IN GENERAL CONFORMITY
FOR DRAINAGE AND RELATIVE ELEVATIONS, WITH
THE ACCEPTED SUBDIVISION GRADING PLANS FILE
WITH THE CITY ENGINEER OR ATTACHED TO THE
SUBDIVISION AGREEMENT.

PLAN DRAWN: JUNE 3, 2021

Y

COVERAGE INCLUDES COVERED AREAS

| | Area m.sq. | Coverage % |
|-----------|------------|------------|
| Driveway | 36.900 | 7.68 |
| Building | 149.276 | 31.09 |
| Landscape | 250.989 | 52.27 |
| Garage | 43.045 | 8.96 |



ARCHIB
3514 WHIT
PHONE 519
EMAIL info@

| | |
|-------------------------|----------------------------|
| DRAWN BY: MAP | DIGITAL FILE: M247L057.dwg |
| CHECKED BY: TJS | COGO FILE: 11M247GN.CO |
| Plot date: Jun 03, 2021 | FILE No: PS-M247-02 |