



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:
Fee Paid: [ ] Yes [ ] 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.
- Application Fee made payable to "The Municipality of Central Elgin". Application Fee Amount: \$ 553.75 - 240
- 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. = 313.75
- 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.

Three horizontal lines for listing reports or studies.

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:
Municipality of Central Elgin
Planning and Engineering Services Department
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: James MacLean
Address: 510 Lower Spring St Port Stanley
Telephone (home): 647-388-2220
E-Mail: james@atomicmusicgroup.com

2. Is the applicant the owner of the land? [Yes]
Name of owner: Same as above
Address:
Telephone (home): (business)
E-Mail:

3. When was the subject land acquired by the current owner? May 2103

4. Name of Agent (if any):
Address:
Telephone (home): (business)
E-Mail:

5. Location of Property ("subject lands"):
Registered Plan No.: 160 Lot No.(s): 19/20
Concession No.: Lot No.(s):
Reference Plan No.: 11R2946 Part No.(s): 1,2,3
Municipal Address: 510 Lower Spring St Port Stanley N5L 1G6

6. Municipality of Central Elgin Official Plan:
Designation of the subject lands:

7. Current applicable Zoning By-law:
Current applicable zone: R1

8. What is the present use(s) of the subject lands? 3 season cottage

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How long has this use(s) continued on the subject lands?  
100+ years

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9. What is the proposed use of the subject lands? 4 season home

10. Nature and extent of relief from the zoning by-law: Relief from legal non-complaint condition of the existing building footprint receiving alterations, adding a front porch and replace existing second floor. Reason(s) why the proposed use cannot comply with the provisions of the zoning by-law: The existing building was constructed prior to the enactment of the zoning bylaw.

11. Dimensions of the subject lands:  
Frontage (m): 15.4 m on 510 Lower Spring St Street  
Depth(m): 81.28 m  
Area (m<sup>2</sup>): 1200.68 sq m

12. Access to the subject lands is provided by:  
A Provincial highway or municipal road that is maintained year-round or other public road - YES  
(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):

EXISTING BUILDING 4

Building type: Residential  
Length (m): 8.89m  
Width (m): 15.58m  
Height (m): 6.27m  
No. of storeys: 2  
Ground floor area (m<sup>2</sup>): 112.22 sqm  
Gross floor area (m<sup>2</sup>): 147.06sqm  
Parking area (m<sup>2</sup>): 37.16sqm  
Setback, front lot line (m): 16.927m  
Setback, rear lot line (m): 50.22m  
Setback, side lot line (m): 6.10m  
Setback, side lot line (m): 0m  
Date constructed: 1920's

PROPOSED

BUILDING 1

BUILDING 2

BUILDING 3

Building type: Residential

Length (m): 10.39m

Width (m): 15.58m

Height (m): 7.62m

No. of storeys: 2

Ground floor area (m<sup>2</sup>): ~~112.22m~~

168.88m  
184.87m

Gross floor area (m<sup>2</sup>): ~~178.83m~~

Parking area (m<sup>2</sup>): 37.16m

Setback, front lot line (m): 15.1m

Setback, rear lot line (m): 50.22m

Setback, side lot line (m): .610m

Setback, side lot line (m): 0m

14. Potable water will be supplied to the subject lands through:

Publicly owned and operated piped water system.

15. Sewage disposal will be supplied to the subject lands through:

Publicly owned and operated sanitary sewage system.

16. Storm drainage will be supplied to the subject lands through:

Publicly owned and operated storm sewer system.

Ditches and swales.

17. Has the subject lands ever been the subject of any of the following matters under the Planning Act: None of the below that I am aware

(a) For approval of a plan of subdivision under Section 51.

(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 Municipality of Central Elgin, 450 Sunset Drive, St. Thomas, Ontario, N5R 5V1, and must be accompanied by the application fee of \$553.75.**

**PLEASE MAKE CHEQUES PAYABLE TO "THE MUNICIPALITY OF CENTRAL ELGIN"**  
**DECLARATION:**

I, James MacLean of 510 Lower Spring St 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  
of  
In the County of Elgin  
this 10th day of December A.D. 2025



Signature of Owner or Authorized Agent

\_\_\_\_\_  
A Commissioner, etc.

**OWNER'S AUTHORIZATION:**

**THIS MUST BE COMPLETED BY THE OWNER IF THE OWNER IS NOT FILING THE APPLICATION**

**Note: If there are multiple Owners, an authorization letter from each Owner (with dated, original signature) is required OR each Owner must sign the following authorization.**

I, (we) \_\_\_\_\_, being the Applicant(s) and/or registered Owner(s) of the subject lands, hereby authorize \_\_\_\_\_ to prepare and submit an Application for a Minor Variance.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Day                      Month                      Year

**Municipal Freedom of Information Declaration:**

In accordance with the provisions of the Planning Act, it is the policy of the Municipality of Central Elgin to provide public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I JAMES MacLEAN (please print name) the  Owner  Applicant  Authorized Agent, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the Municipality of Central Elgin to post a "Possible Land Use Change" sign and allow municipal staff to access to the subject lands for purposes of evaluation of the subject application.

James MacLean Digitally signed by James MacLean  
Date: 2026.01.12 16:33:09 -05'00'

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Day                      Month                      Year