

## **Memorandum**

### **Public Works Department - Engineering**

DATE: July 28, 2020  
TO: Curtis Thompson, Planner  
CC: Nancy J. Bozzato , Clerk; Holly Willford, Deputy Clerk; Jason Marr, Director of Public Works  
FROM: Corey Sciarra, Engineering Technologist  
RE: File A21/2020P  
590 Canboro Road

Public Works has completed a review of the minor variance application A21/2020P for relief of Pelham Zoning By-Law 1136(1987), as amended. The application is made to seek relief from the following:

- Section 7.4 (e) “Minimum Exterior Side Yard” to permit a minimum exterior side yard of 3.85m whereas the by-law requires 8m.

Public Works has the following comments;

- Should the Applicant require a new driveway or a driveway widening, that the applicant shall obtain approval through a Driveway Entrance and Culvert Permit Application from the Public Works department for the installation of a new entrance or modification of an existing entrance in accordance with current Town standards at the time of or prior to building permit application. Installation and/or modification shall be completed in accordance with current Town standards and the applicant shall bear all costs associated with these works (design, construction, etc.).