

## Memo

**To:** Sarah Leach, Deputy Clerk

**CC:** Jason Marr, Director of Public Works; Barb Wiens, Director of Planning and Development; Derek Young, Manager of Engineering

**From:** Taylor Boyle, Engineering Technologist

**Date:** 22 September 2021

**File No.:** A36/2021P

**RE:** Minor Variance – 368 Canboro Road

Town of Pelham Public Works Staff have reviewed the above noted application and supporting documentation to address the technical concerns regarding the submitted minor variance application seeking relief to construct a 2-storey single detached dwelling, from:

- **Section 7.4(c) “Maximum Lot Coverage”** – to permit a maximum lot coverage of 15% whereas the by-law allows 10%;
- **Section 7.4(d) “Minimum Front Yard”** – to permit a minimum front yard of 11 metres whereas the by-law requires 13 metres;
- **Section 7.4(f) “Minimum Side Yard”** – to permit a minimum side yard of 1.2 metres whereas the by-law requires 9 metres; and
- **Section 6.16(d)(iv) “Ingress and Egress – Minimum Distance Between Driveways”** – to permit a minimum distance between driveways of 3.5 metres from the eastern property lines and 1.5 metres from the western property line whereas the by-law requires 7.5 metres.

The following comments shall be addressed to the satisfaction of the Director of Public Works. Note that further comments to be forthcoming on subsequent submissions.

- Town of Pelham Public Works Staff require that the applicant submit an overall lot grading and drainage plan to demonstrate that the drainage does not negatively impact nor rely on neighboring properties.
- Please be advised that construction of a new driveway or any modifications to existing entrance on Town property will require a Driveway Entrance and Culvert Permit. Installation of entrances shall be in accordance with Town Standards prior to consent and the applicant shall bear all costs associated with these works.