

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; Taylor Boyle, Engineering Technologist; Lucas Smith, Engineering Technologist; Lindsay Richardson, Policy Planner; Shannon Larocque, Senior Planner

From: Gimuel Ledesma, Engineering Technologist

Date: June 14, 2022

File No.: A7/2022P

RE: Minor Variance – 904 Church Street

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. Application is made for relief, to construct a garage and second dwelling unit, from Section 9.2(g) "Minimum Rear Yard" – to permit a minimum rear yard of 3.66m whereas the by-law requires a minimum rear yard of 7.5m.

Public Works offer the following comments:

- Public Works has no comments

Public Works request the following conditions:

- 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.
- Town staff request an updated lot grading and drainage plan to ensure that the addition will not negatively effect the neighboring properties.