

2026-04-02



**MINOR VARIANCE APPLICATION  
COMMENTS TO THE COMMITTEE OF ADJUSTMENT  
PANEL 1**

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 77 Glen Avenue  
Legal Description: Part of Lot 16, Block G (North Glen Avenue), Registered Plan 115  
File No.: D08-02-26/A-00023  
Report Date: April 2, 2026  
Hearing Date: April 8, 2026  
Planner: Penelope Horn  
Official Plan Designation: Inner Urban Transect, Neighbourhood Designation  
Zoning By-law 2008-250: R3Q [1475]  
Zoning By-law 2026-50: N3B[487]

**DEPARTMENT COMMENTS**

The Planning, Development and Building Services Department **requests an adjournment of** the application. An additional minor variance to address the interior side yard setback is required.

**ADDITIONAL COMMENTS**

**Infrastructure Engineering**

- The Planning, Development and Building Services Department will do a complete review of grading and servicing during the building permit process.
- At the time of building permit application, a grading/servicing plan prepared by a Professional Engineer, Ontario Land surveyor or a Certified Engineering Technologist may be required.
- A Grading Plan, prepared by a relevant professional, is required for any proposal that requires a permit if the proposed works, including hard landscaping, are less than 1.2 metres from a property line.

- A Stormwater Management plan may be required, if the building setback from the lot line is less than 1.2 m. As per Section 201 of the new Zoning By-Law 2026-50.
- Exemptions, Stormwater Management: (4)(b) *an addition to a building or structure, in any zone, for which Site Plan Control approval is not required and where the addition is less than 55 square metres in size, and which is located more than 1.2 metres from all lot lines.*
- Existing grading and drainage patterns must not be altered.



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Penelope Horn  
Planner I, Development Review All Wards  
Planning, Development and Building  
Services Department



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James Ireland  
Planner III, Development Review All Wards  
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