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October 28, 2020

Ms. Tracey Pillon-Abbs, MCIP, RPP
Planner
Municipality of Dutton Dunwich
199 Currie Road
Dutton, ON N0L 1J0

Dear Ms. Pillon-Abbs:

**SITE PLAN AND MINOR VARIANCE APPLICATIONS
PRIM PEONY EVENT CENTRE
26779 TALBOT LINE, WALLACETOWN**

On behalf of our clients, Samantha Keillor and Thomas Waite, owners of the subject property, please accept this letter and the following materials as the complete Site Plan and Minor Variance applications for the property municipally known as 26779 Talbot Line in the Municipality of Dutton Dunwich.

Please find enclosed the following items prepared by IBI Group in support of the proposed Site Plan and Minor Variance applications:

- Signed and completed Application Form for Site Plan Approval;
- Signed and completed Application Form for Minor Variance;
- Boundary Survey;
- Conceptual Site Plan;
- Grading Plan;
- Drainage and Stormwater Management Plan;
- Memo prepared by Landscape Architect Tim O'Brien, BAS, MLA, OALA, CSLA; and
- Architectural Drawing Package.

Our clients will also be delivering two (2) cheques to the Municipality of Dutton-Dunwich to your attention: one (1) cheque in the amount of \$1,000.00 representing the Site Plan fee and one (1) cheque in the amount of \$900.00 representing the Minor Variance fee. Please confirm your receipt of these fees.

The proposed applications seek to permit the addition of an event space in an existing barn structure on the subject property. The event centre use was approved by way of Special Rural Residential (RS-25) zoning as adopted by Municipal By-Law No. 2019-84. Forty-four (44) parking spaces and one (1) loading space will be added to the subject property to support this use. The proposed Minor Variance requests relief from the Sections 4.28(b), 4.32(c), and 4.33(c) of the Zoning By-Law, which relate to the demarcation and surfacing of the proposed parking area, loading space, and driveway.

The following letter provides background information on the subject property and its existing conditions, details on the proposed expansion of use, and planning justification for the same.

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1.0 Background

The subject property is municipally known as 26779 Talbot Line in the Municipality of Dutton Dunwich and legally known as Part Lot 1, Concession 8 Dunwich, Part 1 11R3953; Dutton/Dunwich. It is located on the southeastern corner of the intersection of Talbot Line and Dunborough Road, in the western portion of the Hamlet of Wallacetown. The subject property is approximately 13,929.9 square metres (1.3929 hectares) in area with approximately 82.29 metres of frontage on Talbot Line.

As displayed in **Figure 1**, the subject property is currently used as a hobby farm and includes a single detached dwelling, a barn, and a shed. A home occupation currently exists on the subject property, as one of our clients currently operates a catering business, 'The In Home Chef', from the existing residence and kitchen located in a portion of the barn. A fenced in area serving as a horse amenity exists in the southeastern portion of the subject property, which will continue to exist following the addition of the event centre. The subject property features trees along its perimeter and along the existing driveway.

There are two (2) accesses for the property: one (1) fronting onto Talbot Line to the north and the other fronting onto Dunborough Road to the west. The subject property is mainly surrounded by agricultural uses to the north, south, east, and west. A single detached dwelling is located directly across Dunborough Road to the west.



Figure 1: Site Conditions (Source: Google Earth)

2.0 Proposed Development

Our clients are proposing to convert the existing barn on the subject property to an event centre space with capacity for approximately 145 people, named Prim Peony Event Centre. An approximately 375 square metre concrete pad has been constructed to provide an outdoor patio for the event centre. For events, portable washroom facilities will be provided immediately

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southeast of the barn. Forty-four (44) parking spaces, one of which is accessible with close access to the main entrance of the barn, will be provided within two (2) parking areas between the barn and Dunborough Road, on the southwestern portion of the subject property. A loading space is proposed immediately beside the barn.

The horse amenity area on the subject property will be maintained in the western portion of the subject property. Amenity areas for the proposed event centre and existing residential use exist north and east of the barn. The proposed Site Plan is enclosed in this application.

This Minor Variance application seeks relief from the following Zoning By-Law regulations:

Sections 4.28(b): Parking area shall have a cement or asphalt binder or any other permanent type of surfacing to prevent the raising of dust or loose particles, and the limits of said parking area shall be defined by a fence, curb, or other suitable obstruction designed to provide a neat appearance; and prevent the encroachment of vehicles on adjoining property;

Section 4.32(c): Loading spaces and approaches to be maintained with a stable surface that is treated to prevent the raising of dust or loose particles;

Section 4.33(c): A driveway leading to a loading area or parking area shall be defined by a curb of concrete or rolled asphalt and be maintained with a cement or asphaltic binder or any other permanent surfacing. In addition, said driveway shall be located no closer than 15.0 metres from the limits of the rights-of-way at a street intersection.

The proposal provides two (2) parking areas on grass surfacing delineated by a fence between the northern parking area and the horse amenity area. Railway ties define the remainder of the parking areas. The proposed loading space and driveway will be located on existing gravel. The proposed driveway leading to the parking areas will also be defined by railway ties to further delineate drive aisles.

3.0 Planning Controls

The land use policy framework applicable to 26779 Talbot Line consists of Provincial legislation, plans and policy statements, and the County of Elgin Official Plan, the Municipality of Dutton Dunwich Official Plan, and the Municipality of Dutton Dunwich Zoning By-Law. Based on previous approval for the event centre use, the development is consistent to the policies of the PPS 2020, and conforms to the Elgin County Official Plan, and the Municipality of Dutton-Dunwich Official Plan. The following section provides an overview of the applicable Zoning By-Law policies as they apply to the subject property.

Municipality of Dutton Dunwich Zoning By-Law

Rural Residential Zone Exception No. 25 (RS-25)

The subject property is zoned Special Rural Residential Zone Exception No. 25 (RS-25). Permitted uses include an event centre and all other uses permitted in the RS Zone. This zoning further permits the existing barn on the subject property to be used for an event centre use. As a result, our clients' proposal is permitted within the RS-25 Zone.

The following table summarizes the regulations applicable within the RS-25 Zone and describes how the existing development on the subject property complies.

Regulation	Required	Proposed
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Minimum Lot Area	2,750 sq. m	13,929.9 sq. m
Minimum Lot Frontage	30.0 m	89.3 m
Maximum Lot Coverage	30%	3.3%
Maximum Building Height	10.5 m	8.8 m
Minimum Floor Area	90.0 sq. m	308 sq. m
Minimum Front Yard Depth	15.0 m	44.7 m
Minimum Side Yard Width	3.0 m	17.3 m
Minimum Rear Yard Depth	7.5 m	8.31 m
Minimum Number of Accessible Parking Spaces	1	1
Minimum Number of Loading Spaces	1	1

The minimum number of required parking spaces within the RS-25 Zone is forty-four (44) spaces, which is also met by our clients’ proposal.

Parking, Loading, Entrance/Exit Standards

Sections 4.28 to 4.33 of the Zoning By-Law sets out the standards for parking areas, parking spaces, accessible parking spaces, loading spaces, and for entrances and exits to these loading and parking areas. The following table outlines these regulations and discusses whether our clients’ proposal complies.

Regulation	Proposed
<p><u>4.28 Standards for Parking Areas</u></p> <p>Where in this By-Law parking areas for more than four (4) vehicles are required or permitted:</p> <ul style="list-style-type: none"> a) Adequate drainage facilities shall be provided and maintained in accordance with the requirements of the Municipality; b) Parking area shall have a cement or asphalt binder or any other permanent type of surfacing to prevent the raising of dust or loose particles, and the limits of said parking area shall be defined by a fence, curb, or other suitable obstruction designed to provide a neat appearance; and prevent the encroachment of vehicles on adjoining property; 	<ul style="list-style-type: none"> a) Adequate drainage facilities will be provided and maintained throughout the subject property as per the Municipality’s requirements. See the enclosed Stormwater Management Plan and Grading Plan prepared by IBI Group. b) The two (2) proposed parking areas will be provided on a grass surface. The limits of the parking areas will be defined by fencing and railway ties, providing a neat appearance. c) Not applicable. Lighting is not provided in the proposed parking areas. d) Not applicable. No parking structure is proposed. e) One (1) standard-sized accessible parking sign will be added to the

Regulation	Proposed
<ul style="list-style-type: none"> c) The lights used for illumination of parking areas shall be so arranged as to divert the light away from adjacent lots; d) A structure, not more than 3 metres in height and not more than 4.5 m² in area may be erected in a parking area for the use of parking attendants; e) No sign other than directional signs and a sign indicating the name of the premises, not exceeding 1.0 m² in size, shall be erected on any parking area or parking lot; f) Parking areas shall be within 90 metres of the main entrance of the location which it is intended to serve, and shall be situated in the same zone; g) No gasoline pumps or other service station equipment shall be located or maintained in any parking area; h) A strip of land not less than 3 metres wide lying within the lot in which the parking area is located, and along all boundaries of said area shall be used for landscaping excluding those areas used as entrances and exits. 	<p>parking area, as labelled on the Site Plan.</p> <ul style="list-style-type: none"> f) The proposed parking areas are located within 90 metres of Dunborough Road, close to the event centre which they are intended to serve. They are located on the subject property, which is only subject to one zoning designation. g) Not applicable. Gasoline pumps and service station equipment do not currently exist on the subject property, nor are they proposed. h) A 3.0 buffer is provided adjacent to Dunborough Road and to the south eastern farm field.
<p><u>4.29 Standards for Parking Spaces</u></p> <p>Each off-street parking space and parking lot shall be provided in accordance with the following minimum specifications:</p> <ul style="list-style-type: none"> a) Each off-street perpendicular parking space or angled parking space shall have a minimum dimension of 2.75 metres by 6 metres; and b) Each off-street parallel parking space shall have a minimum dimension of 3 metres by 6 metres. 	<p>The proposed parking spaces are provided in accordance with the minimum specifications of the off-street perpendicular parking spaces.</p>
<p><u>4.30 Standards for Accessible Parking Spaces</u></p>	<p>As the proposed use is commercial, one (1) barrier-free parking space is required for the forty-four (44) proposed parking spaces. This</p>

Regulation	Proposed
<p>4.30.1: Each off-street accessible parking space shall be provided in accordance with the following minimum specifications:</p> <ul style="list-style-type: none"> a) The minimum size of an accessible parking space shall be: <ul style="list-style-type: none"> i. 5 metres by 6 metres for a perpendicular parking space or angled parking space; and ii. 3.9 metres by 6.7 metres for parallel parking. <p>4.30.2: The minimum number of accessible parking spaces for:</p> <ul style="list-style-type: none"> a) A residential (minimum 6 units) or commercial or institutional use shall be 1 space for every 50 required parking spaces or portion thereof; b) A medical use shall be 1 space for every 20 required parking spaces or portion thereof; and c) An industrial use shall be 1 space for every 100 required parking spaces or portion thereof. 	<p>parking space is provided adjacent to the proposed concrete walkway access to the main entrance to the event barn, in accordance with the minimum specifications for perpendicular accessible parking spaces. One (1) standard-sized accessible sign will be placed at the provided accessible space.</p>
<p>4.31: Loading Spaces</p> <p>No person shall erect or use any building or structure in any commercial or industrial zone which involves the movement of goods, merchandise, or materials unless off-street loading spaces are provided and maintained upon the same lot on which the principal use is located in accordance with the following provisions:</p> <ul style="list-style-type: none"> a) One loading space shall be provided for every 1900 m² or fraction thereof of the total floor area, to a maximum of six (6) loading spaces in any loading area except where the total floor area is less than 300 m² whereby no loading space shall be required; 	<p>A loading space has been identified on the Site Plan in proximity to the main event centre entrance and kitchen, in accordance with the minimum specifications for loading spaces in the Zoning By-Law.</p> <p>The Site Plan further identifies one (1) drop-off/pick-up area which may be used on occasion for event centre materials, such as entertainment equipment, decorations, or food.</p>

Regulation	Proposed
<ul style="list-style-type: none"> b) Loading spaces shall have dimensions not less than 3.5 metres by 14 metres; c) Loading spaces shall not have less than 4.5 metres of clearance. 	
<p><u>4.32: Standards for Loading Spaces</u></p> <p>Where in this By-Law loading spaces are required or permitted, the following standards shall apply:</p> <ul style="list-style-type: none"> a) Adequate driveway space to permit the safe maneuvering of vehicles on the lot such that they do not cause an obstruction or a hazardous condition on adjacent streets; b) Adequate drainage facilities in accordance with requirements of the Municipality; c) Loading spaces and approaches to be maintained with a stable surface that is treated to prevent the raising of dust or loose particles; d) Illumination of loading spaces so arranged as to be diverted away from any adjacent residential, institutional, or open space zone; e) Loading spaces to be located in the rear yard where a lot has access at both the front and rear to a street or road. 	<ul style="list-style-type: none"> a) The proposed loading space will allow loading vehicles to safely manoeuvre throughout the lot by entering via the Dunborough Road access and exiting via the Talbot Line exit. b) Adequate drainage facilities will be provided and maintained throughout the subject property as per the Municipality’s requirements. See the enclosed Stormwater Management Plan and Grading Plan prepared by IBI Group which demonstrates how stormwater will be managed on the site. c) The proposed loading space will be located on existing gravel. Based on the opinion of Landscape Architect Tim O’Brien (BAS, MLA, OALA, CSLA) of IBI Group, the gravel loading space maintains adequate bearing capacity. d) Not applicable. The proposed loading space is located near the existing barn. The lights from this barn will provide any necessary illumination. e) The loading area is located on existing gravel beside the barn and is suitably removed from and buffered by existing landscape elements from Talbot Line.
<p><u>4.33 Standards for Entrances and Exits for Loading and Parking Areas</u></p> <p>Where in this By-Law, loading spaces or parking areas for more than four (4) vehicles are required or permitted:</p> <ul style="list-style-type: none"> a) Entrance and exit ramps for vehicular traffic shall not exceed two (2) in number and each ramp shall have a maximum width of 7.5 metres; 	<ul style="list-style-type: none"> a) Only one (1) entrance/exit for vehicular traffic will be provided per parking area. b) The railway ties proposed for the access will be 6.0 metres in width to delineate the access area. <p>Based on the proposed uses, there will be minimal two-way traffic and only during the events taking place approximately once a week on a</p>

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Regulation	Proposed
<p>b) A driveway leading to any loading area or parking area shall have a minimum width of 3 metres for one-way traffic, and a minimum width of 6 metres for two-way traffic, and the maximum width of a driveway shall be 7.5 metres.</p> <p>c) A driveway leading to a loading area or parking area shall be defined by a curb of concrete or rolled asphalt and be maintained with a cement or asphaltic binder or any other permanent surfacing. In addition, said driveway shall be located no closer than 15.0 metres from the limits of the rights-of-way at a street intersection.</p>	<p>seasonal basis. Traffic can exit to Talbot Line.</p> <p>c) The existing driveway leading to the proposed parking areas will be defined by railway ties. The use of railway ties will highlight and align with the aesthetic appeal of the barn while fulfilling the same function as a curb of concrete or rolled asphalt. The existing gravel surfacing will be maintained.</p> <p>This driveway is not located within 15.0 metres of the limits of the rights-of-way of the intersection of Talbot Line and Dunborough Road.</p>

As outlined above, a Minor Variance is required to seek relief from Sections 4.28(b), 4.32(c) 4.33(c) of the Zoning By-Law.

4.0 Planning Justification – Proposed Minor Variances

The following section provides land use rationale in support of the proposed Minor Variance sought by our clients and provides an analysis of how the variances satisfy the four tests set out in Section 45 of the Planning Act.

Test No. One: Proposed variances maintain the general purpose and intent of the Official Plan

The following table identifies the regulations which this Zoning By-Law Amendment seeks relief from and analyzes how the requested variances maintain the general purpose and intent of the Official Plan.

Zoning Regulation	Analysis of Variance
<p><u>4.28 Standards for Parking Areas</u></p> <p>Where in this By-Law parking areas for more than four (4) vehicles are required or permitted:</p> <p>b) Parking area shall have a cement or asphalt binder or any other permanent type of surfacing to prevent the raising of dust or loose particles, and the limits of said parking area shall be defined by a fence, curb, or other suitable obstruction designed to provide a neat appearance; and prevent the</p>	<p>To facilitate the addition of an event centre use in the existing barn, this proposed variance requests relief from Section 4.28 of the Zoning By-Law to permit a grass parking area delineated by railway ties.</p> <p>The proposed addition of an event centre use in an existing barn on the subject property is in keeping with the County of Elgin Official Plan, as Farm Related Tourism Establishments are permitted as secondary uses within the Agricultural Area designation subject to the criteria set out by Section</p>

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Zoning Regulation	Analysis of Variance
<p>encroachment of vehicles on adjoining property;</p>	<p>C2.7.4. It is our opinion that the proposal meets these criteria, as it is not anticipated to produce any negative impacts for neighbours or cause significant traffic hazards. The proposal will also provide adequate on-site parking facilities and promote the rural character of the County by preserving an existing barn. The proposed event centre will utilize the existing driveways and services on the subject property.</p> <p>This proposal also conforms to the Municipality of Dutton Dunwich Official Plan as home occupations are permitted in the Agricultural designation subject to the requirements established by Section 2.1.9. It is our opinion that our clients' proposal conforms to the requirements for home occupations within the Agricultural designation, which will be conducted in the existing barn. The primary use of the subject property will continue to be a hobby farm and a residential single detached dwelling. The proposed event centre will be operated by our clients, the owners and residents of the subject property.</p>
<p><u>4.32: Standards for Loading Spaces</u></p> <p>Where in this By-Law loading spaces are required or permitted, the following standards shall apply:</p> <p>c) Loading spaces and approaches to be maintained with a stable surface that is treated to prevent the raising of dust or loose particles;</p>	<p>The proposed variance will allow existing gravel surfacing to accommodate the loading space required for the proposed event centre. See the analysis above regarding how the proposed event centre use and home occupation in the existing barn maintains the general purpose and intent of the County of Elgin and Municipality of Dutton Dunwich Official Plans.</p>
<p><u>4.33 Standards for Entrances and Exits for Loading and Parking Areas</u></p> <p>Where in this By-Law, loading spaces or parking areas for more than four (4) vehicles are required or permitted:</p> <p>c) A driveway leading to a loading area or parking area shall be defined by a curb of concrete or rolled asphalt and be maintained with a cement or asphaltic binder or any other permanent surfacing. In addition, said driveway shall be located no closer than 15.0 metres from the limits of the rights-of-way at a street intersection.</p>	<p>The proposed variance will allow the existing gravel surfacing on the driveway to be maintained in order to support the addition of an event centre in the existing barn on the subject property. Railway ties are a proposed to be used to delineate the driveway, whereas this regulation requires a curb of concrete or rolled asphalt. As discussed above, the proposed use of an event centre in the existing barn is in keeping with the general intent of the Official Plan.</p> <p>Using railway ties to delineate the driveway will also promote the rural character of the barn, which is a criterion of Farm Related Tourism Establishments as permitted</p>

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Zoning Regulation	Analysis of Variance
	secondary uses within the Agricultural Area designation in the County of Elgin Official Plan. The existing driveways on the subject property will also be utilized to support the proposed event space, which is an additional criterion of Farm Related Tourism Establishments within the Agricultural Area designation in the County of Elgin Official Plan.

Test No. Two: Proposed variance maintain to the general purpose and intent of the Zoning By-Law

The RS-25 Zone permits an event centre use in the existing barn on the subject property. The proposal also provides the required number of parking spaces and meets all applicable RS zoning regulations.

The following table identifies the requested variances and analyzes the general purpose and intent of the Zoning By-Law is maintained.

Requested Variance	Analysis
<p><u>4.28 Standards for Parking Areas</u></p> <p>Where in this By-Law parking areas for more than four (4) vehicles are required or permitted:</p> <p>b) Parking area shall have a cement or asphalt binder or any other permanent type of surfacing to prevent the raising of dust or loose particles, and the limits of said parking area shall be defined by a fence, curb, or other suitable obstruction designed to provide a neat appearance; and prevent the encroachment of vehicles on adjoining property;</p>	<p>The proposed parking areas will be located on a grass surface. In the attached opinion letter from a Landscape Architect at IBI Group, it is stated that the proposed parking area facilitates positive drainage and recommends a “mud-mat” at the driveway entrance to reduce any transfer of mud on to the roadway. As such, a “mud-mat” has been incorporated into our clients’ proposal, which will use coarser stone gravel to minimize the tracking of mud to Dunborough Road.</p> <p>This regulation further requires that parking areas are defined by fences, curbs, or other suitable obstructions. The intent of this requirement is to promote a “neat appearance” and prevent vehicles from encroaching on adjacent properties. This proposal delineates the proposed parking areas using railway ties and fencing, which meets the intent of ensuring cleanliness and preventing parking overflow while promoting the aesthetic appeal of the site. See the enclosed opinion letter from a Landscape Architect at IBI Group supporting the use of railway ties for this purpose, provided they are fastened in place.</p>
<p><u>4.32: Standards for Loading Spaces</u></p>	<p>The proposed loading space will be located on the existing gravel. As stated in the</p>

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Requested Variance	Analysis
<p>Where in this By-Law loading spaces are required or permitted, the following standards shall apply:</p> <p>c) Loading spaces and approaches to be maintained with a stable surface that is treated to prevent the raising of dust or loose particles;</p>	<p>opinion letter from a Landscape Architect at IBI Group attached, the gravel loading space maintains adequate bearing capacity. It is our opinion that the scale of the traffic for a secondary use on an existing surface does not significantly increase any dust or loose particles which may originate from the subject property. Generally, the subject property is subject to dust and loose particles from Dunborough Road, a gravel road.</p> <p>During the dry times of the event season, the owners have an interest to control dust and particles in order to better serve their customers will work to minimize any potential adverse impacts to surrounding uses. Additional gravel and maintenance can occur if necessary.</p>
<p><u>4.33 Standards for Entrances and Exits for Loading and Parking Areas</u></p> <p>Where in this By-Law, loading spaces or parking areas for more than four (4) vehicles are required or permitted:</p> <p>c) A driveway leading to a loading area or parking area shall be defined by a curb of concrete or rolled asphalt and be maintained with a cement or asphaltic binder or any other permanent surfacing. In addition, said driveway shall be located no closer than 15.0 metres from the limits of the rights-of-way at a street intersection.</p>	<p>It is our opinion that the intent of this requirement is to delineate a path of travel, promote safe circulation throughout the subject property, and maintain a tidy appearance. As the existing driveway leading to the parking and loading spaces is proposed to be defined by railway ties, it is our opinion that these objectives are achieved. The driveway is currently surfaced by gravel. The attached opinion letter from a Landscape Architect at IBI Group states that it is sufficient for the primary drive aisle to remain gravel, as this surface can facilitate larger vehicles. The proposed “mud-mat” was recommended as a means of reducing any mud from transferring to Dunborough Road, which is currently gravel.</p> <p>This regulation also requires that driveways are not located within 15.0 metres from the limits of the rights-of-way at an intersection. The existing driveway on the subject property with access on Dunborough Road leading to the parking areas is approximately 100.0 metres from the intersection of Talbot Line and Dunborough Road.</p>

As a result of the discussion above, it is our opinion that the proposed variances maintain the general purpose and intent of the Zoning By-Law.

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Test No. Three: Proposed variances are minor in nature

Regulation	Analysis of Variance
<p><u>4.28 Standards for Parking Areas</u></p> <p>Where in this By-Law parking areas for more than four (4) vehicles are required or permitted:</p> <p>b) Parking area shall have a cement or asphalt binder or any other permanent type of surfacing to prevent the raising of dust or loose particles, and the limits of said parking area shall be defined by a fence, curb, or other suitable obstruction designed to provide a neat appearance; and prevent the encroachment of vehicles on adjoining property;</p>	<p>An intention of this requested variance is to recognize the grass surfacing of the parking areas as stable, permanent surfacing. Based on the attached opinion letter from a Landscape Architect at IBI Group, the proposed grass parking area is able to facilitate positive drainage. The proposed “mud-mat” will mitigate any transfer of mud to Dunborough Road, a gravel road, to address limitations created by the grass parking space.</p> <p>The proposed event space use is transient in nature, as it will be used primarily on a seasonal basis from June to October. Additionally, it will likely be rented for one (1) wedding or event per weekend with access provided to renters from Friday to Sunday. If required, additional maintenance can occur. It is our opinion that this variance is considered minor in nature.</p> <p>The parking areas on the subject property are proposed to be defined by fencing near the horse amenity area and railway ties elsewhere. The proposed Minor Variance application seeks to recognize the railway ties as an “other suitable obstruction”. It is our opinion that this relief is minor as the railway ties would effectively delineate the parking areas while promoting the visual appeal of the subject property. This opinion was supported by the opinion letter provided by a Landscape Architect at IBI Group, who approved of the use of railway ties for this approach.</p>
<p><u>4.32: Standards for Loading Spaces</u></p> <p>Where in this By-Law loading spaces are required or permitted, the following standards shall apply:</p> <p>c) Loading spaces and approaches to be maintained with a stable surface that is treated to prevent the raising of dust or loose particles;</p>	<p>The requested variance seeks to allow existing gravel on the subject property to accommodate the proposed loading space. Based on the attached opinion letter from a Landscape Architect at IBI Group, the proposed gravel surfacing for loading space maintains adequate bearing capacity. The proposed “mud-mat” will mitigate any transfer of mud to Dunborough Road, a gravel road.</p> <p>As earlier discussed, the proposed event space use is transient in nature and will likely not be used more than once a week. If required, additional gravel and maintenance</p>

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Regulation	Analysis of Variance
	can occur. It is our opinion that this variance is considered minor in nature.
<p><u>4.33 Standards for Entrances and Exits for Loading and Parking Areas</u></p> <p>Where in this By-Law, loading spaces or parking areas for more than four (4) vehicles are required or permitted:</p> <p>c) A driveway leading to a loading area or parking area shall be defined by a curb of concrete or rolled asphalt and be maintained with a cement or asphaltic binder or any other permanent surfacing. In addition, said driveway shall be located no closer than 15.0 metres from the limits of the rights-of-way at a street intersection.</p>	<p>An intention of the proposed variances is to recognize the existing gravel surfacing of the driveway as stable, permanent surfacing. Based on the attached opinion letter from a Landscape Architect at IBI Group, the proposed gravel surfacing for the loading space and existing driveway is adequate for facilitating vehicles. The proposed “mud-mat” will mitigate any transfer of mud to Dunborough Road, a gravel road. The proposed event space use is transient in nature, as it will be used primarily on a seasonal basis from June to October. Additionally, it will likely be rented for one (1) wedding or event per weekend with access provided to renters from Friday to Sunday. If required, additional gravel and maintenance can occur. It is our opinion that this variance is considered minor in nature.</p> <p>This zoning regulation requires that driveways are defined by a curb of concrete or rolled asphalt. The proposed Minor Variance application seeks relief from this requirement to permit the use of railway ties to delineate the driveway leading to the parking areas instead. It is our opinion that this variance is minor as this alternative would continue to promote safe circulation on the subject property and maintain a clean appearance, which we believe is the intended purpose of the required curb.</p>

Test No. Four: Proposed variances are desirable for the use of the land

Regulation	Analysis of Variance
<p><u>4.28 Standards for Parking Areas</u></p> <p>Where in this By-Law parking areas for more than four (4) vehicles are required or permitted:</p> <p>b) Parking area shall have a cement or asphalt binder or any other permanent type of surfacing to prevent the raising of dust or loose particles, and the limits of said parking area shall be defined by a fence, curb, or other suitable obstruction designed to provide</p>	<p>The proposed variances are not anticipated to create significant negative impacts to the surrounding area. As described above, the driveway and loading space currently exist on the subject property as gravel surfaces. The road closest to the proposed parking areas and existing barn, Dunborough Road, is also surfaced with gravel. All nearby driveways also have gravel surfaces. A “mud-mat” with coarser stone gravel is also proposed near the Dunborough Road access, which will</p>

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Regulation	Analysis of Variance
<p>a neat appearance; and prevent the encroachment of vehicles on adjoining property;</p>	<p>reduce the potential tracking of dirt on to roads in wetter conditions.</p> <p>No significant externalities are expected to be generated from the use of fencing and railway ties instead of a concrete or rolled asphalt curb to define the driveway leading to the parking areas and the parking areas themselves. This alternative will also contribute to the aesthetic appeal and enhance the rural character of the subject property.</p>
<p><u>4.32: Standards for Loading Spaces</u></p> <p>Where in this By-Law loading spaces are required or permitted, the following standards shall apply:</p> <p>c) Loading spaces and approaches to be maintained with a stable surface that is treated to prevent the raising of dust or loose particles;</p>	<p>The proposed variances are not anticipated to create significant negative impacts to the surrounding area. As described above, the driveway and loading space currently exist on the subject property as gravel surfaces. In the attached opinion letter from a Landscape Architect at IBI Group, it is stated that a gravel loading space maintains adequate bearing capacity.</p> <p>The road closest to the proposed parking areas and existing barn, Dunborough Road, is also surfaced with gravel. All nearby driveways also have gravel surfaces. A “mud-mat” with coarser stone gravel is also proposed near the Dunborough Road access, which will reduce the potential tracking of dirt on to roads in wetter conditions.</p>
<p><u>4.33 Standards for Entrances and Exits for Loading and Parking Areas</u></p> <p>Where in this By-Law, loading spaces or parking areas for more than four (4) vehicles are required or permitted:</p> <p>c) A driveway leading to a loading area or parking area shall be defined by a curb of concrete or rolled asphalt and be maintained with a cement or asphaltic binder or any other permanent surfacing. In addition, said driveway shall be located no closer than 15.0 metres from the limits of the rights-of-way at a street intersection.</p>	<p>The proposed variances are not anticipated to create significant negative impacts to the surrounding area. As described above, the driveway and loading space currently exist on the subject property as gravel surfaces. The road closest to the proposed parking areas and existing barn, Dunborough Road, is also surfaced with gravel. All nearby driveways also have gravel surfaces. A “mud-mat” with coarser stone gravel is also proposed near the Dunborough Road access, which will reduce the potential tracking of dirt on to roads in wetter conditions.</p> <p>No significant externalities are expected to be generated from the use of fencing and railway ties instead of a concrete or rolled asphalt curb to define the driveway leading to the parking areas. This alternative will also contribute to the aesthetic appeal and</p>

Ms. Tracey Pillon-Abbs, MCIP, RPP – October 28, 2020

Regulation	Analysis of Variance
	enhance the rural character of the subject property.

Furthermore, it is our opinion that the Zoning By-Law contemplates the event use of the property and that the above noted variances are required to support the intended use of the site.

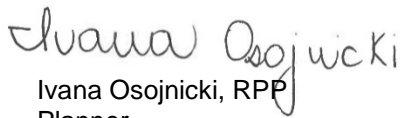
Based on the foregoing, it is our opinion that the proposed variances are desirable for the use of the land.

5.0 Conclusion

We trust this letter provides you with an understanding of the proposed Site Plan and Minor Variance applications. Please do not hesitate to contact our office if you require anything further to assist your review or should you wish to discuss.

Yours truly,

IBI GROUP



Ivana Osojnicki, RPP
Planner

IO/baw