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August 15, 2022

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-VIA EMAIL ONLY-

Dear Mr. Gerrit Boerema

RE: File# 1601-005-22: 197 Griffin Street, West Lincoln

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This letter is submitted in support of revisions to an Application for Zoning By-law Amendment (the "Application") submitted on February 28, 2022 pertaining to lands municipality addressed as 197 Griffin Street (File No: 1601-005-22). A Public Meeting was held regarding the Application on April 11, 2022. At the Public Meeting and through written comments, residents and councillors raised several concerns with respect to the Application. Revisions to the original Application are being proposed to address these concerns.

The original Application proposed a Zoning By-law Amendment to facilitate the adaptive reuse and intensification of existing buildings on the Subject Lands. The main building, presently being used for commercial and residential use was proposed to be used for a mix of 94.9 m<sup>2</sup> of office leasable space with three (3) accessory dwelling units. Two (2) storeys were proposed to be constructed on top of the detached, three (3) port garage, located at the rear of the Subject Lands to provide for one (1) accessory dwelling unit. A total of seven (7) parking spaces were proposed to service the uses.

The revised Application would continue to provide for 94.9 m<sup>2</sup> of office leasable space and four (4) accessory dwelling units. However, this intensification is proposed to be accommodated through renovations to primary building and the construction of a three (3) storey addition at the rear of the primary building. The three (3) port garage at the rear of the Subject Lands is proposed to be demolished.

Nine (9) parking spaces are proposed to be accommodated on the Subject Lands, including four (4) standard parking spaces and one (1) accessible parking space in the rear yard; and four (4) parking spaces within the rear addition.

The following is a summary of how revisions to the conceptual plan address the concerns of residents and councillors:

<b>Concern</b>	<b>Response</b>
There were concerns regarding potential privacy, and shadowing impacts pertaining to the addition of an accessory dwelling unit above an existing private garage at the rear of the property.	The private garage is proposed to be demolished and replaced with parking. Accessory dwelling units are proposed via a three-storey rear addition to the existing building. The proposed addition would be setback 1.5 metres from the north lot line. Minimal fenestration is provided along the north elevation to further mitigate potential impacts.
The proposed development did not accommodate sufficient parking.	The concept plan has been revised to accommodate parking in accordance with required parking rates as per Table 6: Required Parking Facilities of Zoning By-law 2017-70). Required parking would be accommodated in the rear yard and within the rear addition.
The location of the accessible parking space and accessibility access aisle was a safety concern, and also would have resulted in vehicular trespass onto the abutting lands to the south.	The location of the accessible parking space and accessibility access aisle has been relocated to the rear of the Subject Lands to address this concern. The existing accessibility ramp is also proposed to be replaced with a reconfigured orientation that would permit an increased driveway width.
There were concerns that the architectural style of the proposed buildings was not in keeping with the character of the downtown core.	The architectural style has been "softened" and is generally keeping with the architectural vernacular, materials and colours of the early 20 <sup>th</sup> century.

**Zoning Relief Required**

To accommodate the revised Concept Plan the following site-specific provisions are required:

1. To permit an area of 75 m<sup>2</sup> on the ground floor to be used for entrance purposes to the above ground floor accessory dwelling units (see Section 3.2.1(a) of the Zoning By-law 2017-70)
2. To permit ingress and egress to the site through an existing traffic lane, with a width of 3.3 metres for travel in two directions (Table 3 - Section 3.12.2 of Zoning By-law 2017-70)
3. To clarify that Section 3.12.2(d) of Zoning By-law 2017-70 providing that no driveway shall exceed 50% of the area of a required yard does not apply to the Subject Lands
4. To clarify that Section 3.12.7(h) of Zoning By-law 2017-70 regarding the maximum garage width for an attached private garage does not apply to the Subject Lands

With respect to Bullet #1, the intent of the Official Plan and the Zoning By-law is to ensure that the predominant use along the main street for lands designated “Commercial Core” and zoned “Commercial (C1)” remains commercial, while at the same time permitting residential uses that do not adversely impact the mixed-use character of Griffin Street. The intent of the Official Plan and the Zoning By-law would be retained, as there would still be 94.9 m<sup>2</sup> of Office Leasable Space at the front of the building. The amount of Office Leasable Space proposed with the revised Application is consistent with the original proposal.

Bullets #2 and #3 are intended to recognize the existing driveway at the front of the building. No changes are being made to the site access.

Bullet #4 is intended to permit the attached private garage at the rear of the building. Section 3.12.7(h) of Zoning By-law 2017-70 provides that “the maximum garage width for an attached private garage shall be 50% of the total width of the dwelling on the lot, or 9.2 metres, whichever is less, except where otherwise specified in this By-law. The width of the dwelling shall be measured in a straight line along the main front wall of the dwelling between the outside edges of the side walls of the dwelling.” The intent of Section 3.12.7(h) is to reduce the impacts of garages on the streetscape. The attached garage is proposed to be located at the rear of the building with side entries. This siting reduces any visual impact on the streetscape, meeting the intent of the Zoning By-law.

**Revised Submission Materials**

The following is included in support of these revisions:

1. Conceptual Site Plan (SP-1) – Plot date – August 8, 2022

2. Architectural Elevations – dated August 15, 2022
3. Conceptual Renderings

We trust the above is satisfactory, should you require anything further or have any questions please do not hesitate to contact the undersigned by email at [jauspitz@npgsolutions.ca](mailto:jauspitz@npgsolutions.ca).

Yours truly,

A handwritten signature in black ink, appearing to read 'Jesse Auspitz', written in a cursive style.

Jesse Auspitz, MCIP, RPP  
Senior Planner  
NPG Planning Solutions