

Cloudpermit application number
CA-3539015-P-2025-19

Pre-consultation information

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify payable fees, and to review the process. This application is incomplete unless you have a valid pre submission letter.

Pre-consultation is not completed. Application number: CA-3539015-P-2025-19

Applicant

Last name Maxner	First name Kathleen	Corporation or partnership
Street address [REDACTED]	Unit number	Lot / Con. [REDACTED]
Municipality [REDACTED]	Province [REDACTED]	Postal code [REDACTED]
Other phone [REDACTED]	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

Property owner

Last name Cassell	First name Leigh	Corporation or partnership
Street address [REDACTED]	Unit number	Lot / Con.
Municipality [REDACTED]	Province [REDACTED]	Postal code [REDACTED]
Other phone	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

Subject Land Information

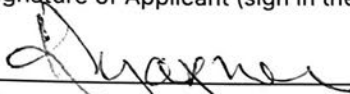
Address	Legal description	Roll number
77 KITTRIDGE AVE E (Primary)	PLAN 280 PT LOTS 11,12	3916000140073000000

Sworn Declaration of Applicant

Complete in the presence of a Commissioner for taking affidavits

I, Leigh Cassell, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the Applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Signature of Applicant (sign in the presence of a Commissioner for taking affidavits)



Signature of Commissioner for taking affidavits



Municipality

Strathroy-Caradoc

Day, month, year

28-Mar-2025

Place an imprint of your stamp below

JENNIFER PEREIRA
DEPUTY CLERK
MUNICIPALITY OF STRATHROY-CARADOC
COUNTY OF MIDDLESEX
A COMMISSIONER FOR
TAKING AFFIDAVITS


Applicant**Notice with respect to collection of personal information**

I/We also acknowledge that the information requested on this application is collected under the authority of The Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application to the Committee of Adjustment. The name and business address of the Applicant and/or authorized Agent is public information. The address of the property, which is the subject of the application, is also public information. Please be advised that any personal information i.e. name and address may become part of a public record in an electronic form, i.e. web site and/or paper format, i.e. agenda or minutes.

Species at risk acknowledgement

Ontario's Endangered Species Act protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledged that it is my sole responsibility as the Applicant to comply with the provisions of the Endangered Species Act, 2007, S. O. c.6. This could require me to register an activity, get a permit or other authorization from the Ministry of Natural Resources and Forestry (MNRF) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any Planning Act, R.S.O. 1990, c.P.13 approval given by the City does not constitute an approval under the Endangered Species Act, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MNRF prior to conducting any activity that may affect an endangered or threatened plant or animal or its habitat.

 Digitally signed on 2025-03-25, 1:02:46 p.m. EDT by Kathleen Maxner.

Property owner

I, Leigh Cassell, do hereby declare that the information contained in this application, the attached schedules and forms, the attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the Property owner is a corporation or partnership, I have the authority to bind the corporation or partnership. By signing off, I understand that it constitutes a legal signature confirming that I acknowledge and agree to the above declaration.


Notice with respect to collection of personal information

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Permission to enter upon the subject land and premises

I hereby authorize the members of the Committee of Adjustment and/or members of the staff of the City to enter upon the subject lands and premises for the purpose of evaluating the merits of this application. This is their authority for doing so.

MUNICIPAL COSTS - Please be advised that the Municipality may incur expenses associated with obtaining outside legal/engineering/ planning review/ assistance from its consultants, relating to your application. Any expenses that the Municipality incurs in this regard will be forwarded to you, the owner, for payment. I, Firstname Lastname, (the owner) acknowledge that I will pay all legal/ engineering/ planning expenses the Municipality incurs as outlined above.

 Digitally signed on 2025-03-28, 3:43:39 p.m. EDT by Leigh Cassell.

Agent Authorization

Is there an authorized agent(s) acting on behalf of the property owner(s)?

☐ Yes ☒ No

1. Applicant information

Registered owner(s) of the subject land

Name Leigh and Brandon Cassell	Address [REDACTED]	Town [REDACTED]
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Postal Code

[REDACTED]

Phone

[REDACTED]

Cell

[REDACTED]

Fax

Email

[REDACTED]

Is the applicant different from the property owner?

☒ Yes ☐ No

Applicant (if other than the registered owner)

Name Kathleen Maxner	Address [REDACTED]	Town [REDACTED]	Postal code [REDACTED]	Phone [REDACTED]	Cell [REDACTED]	Fax
Email [REDACTED]						

Authorized agent authorized by the owner to file the application, if applicable

Is there an Authorized Agent?							
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							

2. Current Official Plan land use designation

Current Official Plan land use designation:

Residential

3. Current Zoning

Current Zoning:

R1

4. Nature and extent of the relief from the Zoning By-law (what is being varied)

Describe the nature and extent of the relief from the Zoning By-law (what is being varied):

Placing an Additional Dwelling Unit on the property beside the existing home.

5. Reasons why the proposed use cannot comply with the provisions of the Zoning By-law

Provide reasons why the proposed use cannot comply with the provisions of the Zoning By law:

There is only one single family dwelling permitted on the property.

6. Description of subject land

For fields that don't apply, input N/A

Geographic Township: Strathroy Caradoc	Registered Plan: Plan218	Reference Plan: 280	Lots(s)/Concession: Lot 22 Conc 4SER	Lot(s): Pt Lts 11,12	911 Address 77 Kittridge Ave E
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7. Dimensions of subject land (in metric units)

Frontage: N/A	Depth: N/A	Area: 8620 sq m
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8. Access to subject land (only those that apply to this property)

Please input the street name(s). For non applicable fields, please input N/A

Provincial Highway: N/A	County Road: N/A	Municipal Road Kittridge Ave E	Other Public Road: N/A	Right of Way: N/A	Water: N/A
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9. Existing Uses on the Subject

Describe all existing uses of the subject land

Single family residence

10. are any existing buildings or structures on the subject lands?

Are any existing buildings or structures on the subject lands?

☒ Yes ☐ No

***If yes, please complete the following table indicating the types of buildings and structures, including date of construction, that currently exist on the lot and the specified measurements (in metric units):**

	Structure 1	Structure 2	Structure 3	Structure 4
Type of Building/Structure	Single family home			
Year of Construction	1956			
Distance from front lot line (m)				
Distance from rear lot line (m)				
Distance from West lot line (m)				
Distance from the East lot line (m)				
Height (m)				
Floor Area	100.25 m ²			

11. Describe all proposed uses of the subject land

Describe all proposed uses of the subject land

Single family residence and an Additional Dwelling Unit (ie. a granny suite)

12. Buildings or structures proposed to be built on the subject land

Please indicate whether any buildings or structures are proposed to be built on the subject land?

☒ Yes ☐ No

***If yes, please indicate the type of buildings or structures proposed on the subject land and the specified measurements (in metric units):**

	Proposed Structure 1	Proposed Structure 2	Proposed Structure 3	Proposed Structure 4
Type of Building Structure	Single family home			
Proposed Year of Construction	2025			
Distance from the front lot line (m)				
Distance from the rear lot line (m)				
Distance from West lot line (m)				
Distance from East lot line (m)	2			
Height (m)	4			
Floor Area	38.0 m ²			

13. Date when the subject land was acquired by the current owner

Please indicate the date when the subject land was acquired by the current owner?

2007

14. Length of time that the existing uses of the subject land have continued?

Please indicate the length of time that the existing uses of the subject land have continued?

18 years

15. Water Supply

Water supply is provided to the subject land via?

☒ publicly owned and operated piped water system ☐ lake or other water body ☐ privately owned well or communal well

other (please specify)

16. Sewage	
Sewage disposal is provided to the subject land via? <input checked="" type="checkbox"/> publicly owned and operated sanitary sewage system <input type="checkbox"/> privately owned individual or communal septic system <input type="checkbox"/> privy	Other (please specify)

17. Storm Drainage	
Storm drainage is provided to the subject land via? <input checked="" type="checkbox"/> storm sewers <input type="checkbox"/> swales <input type="checkbox"/> municipal drainage ditches	other (please specify)

18. Is the subject land the subject of			
An application for approval of a Plan of Subdivision under the Planning Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, provide the following <table border="1"><tr><td>File No.</td><td>Status</td></tr></table>		File No.	Status
File No.	Status		
An application for an application for Consent under the Planning Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, provide the following <table border="1"><tr><td>File No.</td><td>Status</td></tr></table>		File No.	Status
File No.	Status		

19. Previous subject of an application for Minor Variance
Please indicate whether the subject land has previously been the subject of an application for Minor Variance? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

20. Accompanying documentation

Please confirm that the attached concept plan includes the following:

1) The boundaries and dimensions of the subject land

☒ Yes ☐ N/A

2) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings and structures from the front yard lot line, rear yard lot line and the side yard lot lines

☒ Yes ☐ N/A

3) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application (for example buildings, railways, roads, watercourses, drainage ditches, rivers or stream banks, wetlands, wooded areas, wells and septic tanks)

☒ Yes ☐ N/A

4) The current uses on land that is adjacent to the subject land

☒ Yes ☐ N/A

5) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way

☐ Yes ☒ No

6) If access to the subject land will be by water only, the location of the parking and docking facilities to be used

☐ Yes ☒ No

7) The location and nature of any easements affecting the subject land

☐ Yes ☒ N/A

DISCALIMER

ONCE YOU'VE COMPLETED THIS FORM, YOU CAN RETURN TO THE WORKSPACE BY CLICKING THE BUTTON AT THE TOP OF THIS PAGE OR YOUR BROWSER'S BACK BUTTON. YOUR CHANGES HAVE BEEN SAVED AUTOMATICALLY.