

Cloudpermit application number	<b>ZBA1-2026</b>
CA-3539015-P-2025-34	Received: Jan 13, 2026 Complete: March 2, 2026

**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-2025-34**

Applicant, Agent, Property owner, Planning Consultant		
Last name Sooley	First name Lauren	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
295 METCALFE E 297 (Primary)	PLAN 217 PT LOTS 15,16 MISC PLAN 609 PARTS 1 AND 2	391600011012300000

## 1. APPLICANT INFORMATION

### REGISTERED OWNER(S) OF THE SUBJECT LAND

For fields that don't apply, input N/A		
Name 1000905949 Ontario Inc.	Address [REDACTED]	Town [REDACTED]

Phone [REDACTED]	Cell N/A
Email [REDACTED]	Fax

Is the applicant different from the property owner?

Yes  No

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

Is there an Authorized Agent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Name Siv ik Planning & Design Inc. (c/o Lauren Sooley)	Address [REDACTED]	Town [REDACTED]
Postal Code N6B 2H7	Phone [REDACTED]	Cell N/A	Fax
			Email [REDACTED]

## 2. Holders of any mortgages, charges or other encumbrances

Do you know the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land?

Yes  No

If known, please indicate the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land. This includes: name, address, town, postal code, phone, cell, fax, and email

Keith Sammitt Limited 303 219 Oxford St W London, ON N6H 1S5

## 3a. Current Official Plan land use designation

Official plan land use designation  
Residential

## 3b. Please explain how this application conforms to the Official Plan?

Please explain how this application conforms to the Official Plan? See Planning Analysis Section in Submitted Planning Brief for full explanation of how this application conforms to the Official Plan.
---

<b>4a. Current Zoning</b>
Current zoning Low Density Residential (R1) Zone
<b>B. Nature and extent of the rezoning</b>
<p>Please explain the nature and extent of the rezoning?</p> <p>The proposed Zoning By law amendment will change the zoning of the property from a Low Density Residential (R1) Zone to a High Density Residential (R3) Special Provision Zone, to provide a framework for a ground-oriented multi-unit development in the form of stacked townhouses. The proposed High Density Residential (R3( )) Special Provision Zone includes a special regulation to account for front yard setbacks.</p>
<b>C. Reason why the rezoning is requested</b>
<p>Please provide the reason why the rezoning is requested?</p> <p>See Planning Analysis Section in Submitted Planning Brief for full explanation for the requested zoning.</p>

<b>5. DESCRIPTION OF SUBJECT LAND</b>			
For fields that don't apply, input N/A			
Geographic township Strathroy	Concession(s) N/A	Lot(s) PLAN 217 PT LOTS 15,16 MISC PLAN 609 PARTS 1 AND 2	Registered Plan N/A
Part(s) N/A	Street Address 295 & 297 Metcalfe Street E.		Municipal Roll Number 391600011012300

<b>6. Dimensions of subject land as a whole (in metric units)</b>		
For fields that don't apply, input N/A		
Frontage 23.7m	Depth 103.1m	Area 0.2ha

<b>7. Access to subject land (please provide information for only those that apply to this property)</b>	
For fields that don't apply, input N/A	
Provincial Highway: N/A	County Road: N/A
Municipal Road Metcalfe Street East	Other Public Road N/A
Right of Way: N/A	Water: N/A

<b>Ontario Regulation 545/06</b>
Item 15 to the Schedule of Ontario Regulation 545/06 applies only if access is by water.

<b>8. Existing uses of subject land</b>
Describe all existing uses of the subject land Semi-detached dwelling

<b>9. PLEASE INDICATE WHETHER THERE ARE ANY BUILDINGS OR STRUCTURES ON THE SUBJECT LAND?</b>
Yes or No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**9a. Types of building and structures, including date of construction, that currently exist on the lot and the specified measurements (in metric units)**

Type of Building/Structure	Date of construction	Distance from front lot line	Distance from rear lot line	Distance from side lot lines	Height	Floor Area
Semi detached dwelling	Unknown	7.9m	81.5m	5.1m (east), 5.8m (west)	5.5 m	145.0 m <sup>2</sup>

**10. Proposed uses of subject land**

Describe all proposed uses of the subject land

Stacked Townhouse Building (6 dwelling units)

**11. Proposed buildings or structures on the subject lands**

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

Yes  No

**11a . types of buildings or structures proposed on the subject land and the specified measurements**

Type of Building / Structure	Distance from front lot line	Distance from rear lot line	Distance from side lot lines	Height	Floor Area
Stacked Townhouse	2.1m	83.0m	2.6m/9.6m	10.5 m	468.0 m <sup>2</sup>

**12. Date subject land was acquired by the current owner**

Please indicate the date when the subject land was acquired by the current owner (use this one)

March 17 2025

**13. Length of time existing uses of subject land have continued**

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

20+ years

**14. Water Supply**

Water supply provided via?

publicly owned and operated piped water system

lake or other water body

privately owned well or communal well

Other

**15. Sewage Disposal**

Sewage disposal will be provided via?

publicly owned and operated sanitary sewage system  privy  privately owned individual or communal septic system

Other

**16. permit development on privately owned and operated individual or communal septic systems**

Please indicate if the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent produced per day as a result of the development being completed.

Yes  No

**17. Storm Drainage**

Storm drainage will be provided via?

storm sewers  swales  municipal drainage ditches

Other

**18. minimum and maximum density and height requirements**

Indicate the minimum and maximum density and height requirements if applicable	Height minimum N/A	Height maximum N/A
Density minimum N/A		Density maximum N/A

**19. boundary of an area of settlement**

Is this an application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?

Yes  No

**20. Employment Area**

Does this application remove land from an area of employment?

Yes  No

**21. Zoning Conditions**

Are the subject lands within an area where zoning with conditions applies?

Yes  No

**22. IS THE SUBJECT LAND THE SUBJECT OF:****An application for an amendment to the Official Plan under the Planning Act?**

Yes or No

 Yes  No**An application for an amendment to the Zoning By-law under the Planning Act?**

Yes or No

 Yes  No**A Minister's zoning order under the Planning Act?**

Yes or No

 Yes  No**An application for approval of a Plan of Subdivision under the Planning Act?**

Yes or No

 Yes  No**An application for an application for Consent under the Planning Act?**

Yes or No

 Yes  No**An application for an application for Minor Variance under the Planning Act?**

Yes or No

 Yes  No**23. consistency with the provincial policy statement**

Please indicate how the application is consistent with the Provincial Policy Statement (a copy of the Provincial Policy Statement is available at [www.ontario.ca/page/land\\_use\\_planning](http://www.ontario.ca/page/land_use_planning))?

See the accompanying Planning Brief prepared by Siv-ik Planning & Design Inc. for details on how the application is consistent with the PPS, 2024.

**24. Land designated under any provincial plan or plans**

Is the subject land within an area of land designated under any provincial plan or plans?

 Yes  No**25. public Consultation**

Does your proposed strategy for consulting with the public regarding the subject application exceed the Planning Act's minimum requirements?

 Yes  No

## 26. Accompanying material

Please fill out the checklist below to ensure you have included all the required information on the concept plan

1. The boundaries and dimensions of the subject lands

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  N/A

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

Yes  N/A

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

Yes  N/A

### DISCLAIMER

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.

# STATUTORY DECLARATION

I, Lauren Sooley of the City of Hamilton  
(Name) (Name of City, Town, Township, Municipality, etc.)

in the \_\_\_\_\_  
(Name of County, Region or District)

## SOLEMNLY DECLARE THAT

The information provided in this application is true.

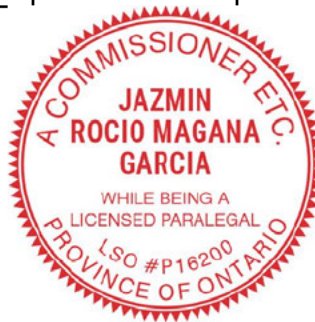
**AND** I make this solemn Declaration conscientiously believing it to be true, and knowing that is of the same force and effect as if made under oath.

Declared before me at the City of Guadalajara in the  
State of Jalisco, Mexico

On this 13th day of January 2026

*Sworn/ Affirmed / Declared remotely by Lauren Sooley stated as being located in Hamilton, Ontario, before the undersigned Notary Public & Commissioner for Oaths for the Province of Ontario located in Guadalajara, Mexico on January 13, 2026 in accordance with O Reg 431/20, Administering Oath or Declaration Remotely.*

A Commissioner for Oaths  
**JAZMIN ROCIO MAGANA GARCIA**  
LICENSED PARALEGAL  
LSO# P16200  
PROVINCE OF ONTARIO



Applicant or Authorized Agent\*

## Affidavit and signatures

### 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 2026-01-13, 4:25:14 p.m. EST by Lauren Sooley.

### Property owner

I, Lauren Sooley, 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

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.

#### 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 2026-01-13, 4:28:17 p.m. EST by Lauren Sooley.

**Agent Authorization**

Is there an authorized agent(s) acting on behalf of the property owner(s)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Name of the agent(s) acting on behalf of the property owner(s) Siv-ik Planning & Design Inc. c/o Lauren Sooley	What is the name(s) of the property owner(s)? 1000905949 Ontario Inc.
---	---	--

The property owner(s) identified above authorizes the agent(s) described above to act as the agent in matters related to this application

 Signed by **Lauren Sooley** 2026 01 13, 4:11:58 p.m. EST

**1. APPLICANT INFORMATION**

**REGISTERED OWNER(S) OF THE SUBJECT LAND**

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

Name 1000905949 Ontario Inc.	Address [REDACTED]	Town [REDACTED]
------------------------------------	-----------------------	--------------------

Phone [REDACTED]	Cell N/A
---------------------	-------------

Email [REDACTED]	Fax
---------------------	-----

Is the applicant different from the property owner?  
 Yes  No

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

Is there an Authorized Agent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Name Siv-ik Planning & Design Inc. (c/o Lauren Sooley)	Address [REDACTED]	Town [REDACTED]	
Postal Code [REDACTED]	Phone [REDACTED]	Cell N/A	Fax	Email [REDACTED]

**2. Holders of any mortgages, charges or other encumbrances**

Do you know the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If known, please indicate the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land. This includes: name, address, town, postal code, phone, cell, fax, and email  Keith Sammitt Limited 303-219 Oxford St W London, ON N6H 1S5
---	---

**3a. Current Official Plan land use designation**

Official plan land use designation  
Residential

**3b. Please explain how this application conforms to the Official Plan?**

Please explain how this application conforms to the Official Plan?  
See Planning Analysis Section in Submitted Planning Brief for full explanation of how this application conforms to the Official Plan.

**4a. Current Zoning**

Current zoning  
Low Density Residential (R1) Zone

**B. Nature and extent of the rezoning**

Please explain the nature and extent of the rezoning?  
The proposed Zoning By law amendment will change the zoning of the property from a Low Density Residential (R1) Zone to a High Density Residential (R3) Special Provision Zone, to provide a framework for a ground-oriented multi-unit development in the form of stacked townhouses. The proposed High Density Residential (R3( )) Special Provision Zone includes a special regulation to account for front yard setbacks.

**C. Reason why the rezoning is requested**

Please provide the reason why the rezoning is requested?  
See Planning Analysis Section in Submitted Planning Brief for full explanation for the requested zoning.

**5. DESCRIPTION OF SUBJECT LAND**

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

Geographic township Strathroy	Concession(s) N/A	Lot(s) PLAN 217 PT LOTS 15,16 MISC PLAN 609 PARTS 1 AND 2	Registered Plan N/A
Part(s) N/A	Street Address 295 & 297 Metcalfe Street E.	Municipal Roll Number 391600011012300	

**6. Dimensions of subject land as a whole (in metric units)**

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

Frontage 23.7m	Depth 103.1m	Area 0.2ha
-------------------	-----------------	---------------

**7. Access to subject land (please provide information for only those that apply to this property)**

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

Provincial Highway: N/A	County Road: N/A
Municipal Road Metcalf Street East	Other Public Road N/A
Right of Way: N/A	Water: N/A

**Ontario Regulation 545/06**

Item 15 to the Schedule of Ontario Regulation 545/06 applies only if access is by water.

**8. Existing uses of subject land**

Describe all existing uses of the subject land

Semi detached dwelling

**9. PLEASE INDICATE WHETHER THERE ARE ANY BUILDINGS OR STRUCTURES ON THE SUBJECT LAND?**

Yes or No

 Yes  No**9a. Types of building and structures, including date of construction, that currently exist on the lot and the specified measurements (in metric units)**

Type of Building/Structure	Date of construction	Distance from front lot line	Distance from rear lot line	Distance from side lot lines	Height	Floor Area
Semi detached dwelling	Unknown	7.9m	81.5m	5.1m (east), 5.8m (west)	5.5 m	145.0 m <sup>2</sup>

**10. Proposed uses of subject land**

Describe all proposed uses of the subject land

Stacked Townhouse Building (6 dwelling units)

**11. Proposed buildings or structures on the subject lands**

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

 Yes  No

11a . types of buildings or structures proposed on the subject land and the specified measurements					
Type of Building / Structure	Distance from front lot line	Distance from rear lot line	Distance from side lot lines	Height	Floor Area
Stacked Townhouse	2.1m	83.0m	2.6m/9.6m	10.5 m	468.0 m <sup>2</sup>

**12. Date subject land was acquired by the current owner**

Please indicate the date when the subject land was acquired by the current owner (use this one)  
 March 17 2025

**13. Length of time existing uses of subject land have continued**

Please indicate the length of time that the existing uses of the subject land have continued  
 20+ years

**14. Water Supply**

Water supply provided via?

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

**15. Sewage Disposal**

Sewage disposal will be provided via?

publicly owned and operated sanitary sewage system  
  privy  
  privately owned individual or communal septic system  
 Other

**16. permit development on privately owned and operated individual or communal septic systems**

Please indicate if the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent produced per day as a result of the development being completed.

Yes  
  No

**17. Storm Drainage**

Storm drainage will be provided via? <input checked="" type="checkbox"/> storm sewers <input type="checkbox"/> swales <input type="checkbox"/> municipal drainage ditches  <input type="checkbox"/> Other	
--	--

**18. minimum and maximum density and height requirements**

Indicate the minimum and maximum density and height requirements if applicable	Height - minimum N/A	Height - maximum N/A
Density minimum N/A		Density maximum N/A

**19. boundary of an area of settlement**

Is this an application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
---	--

**20. Employment Area**

Does this application remove land from an area of employment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
--	--

**21. Zoning Conditions**

Are the subject lands within an area where zoning with conditions applies? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---

**22. IS THE SUBJECT LAND THE SUBJECT OF:****An application for an amendment to the Official Plan under the Planning Act?**

Yes or No

 Yes  No**An application for an amendment to the Zoning By-law under the Planning Act?**

Yes or No

 Yes  No**A Minister's zoning order under the Planning Act?**

Yes or No

 Yes  No**An application for approval of a Plan of Subdivision under the Planning Act?**

Yes or No

 Yes  No**An application for an application for Consent under the Planning Act?**

Yes or No

 Yes  No**An application for an application for Minor Variance under the Planning Act?**

Yes or No

 Yes  No**23. consistency with the provincial policy statement**

Please indicate how the application is consistent with the Provincial Policy Statement (a copy of the Provincial Policy Statement is available at [www.ontario.ca/page/land\\_use\\_planning](http://www.ontario.ca/page/land_use_planning))?

See the accompanying Planning Brief prepared by Siv-ik Planning & Design Inc. for details on how the application is consistent with the PPS, 2024.

**24. Land designated under any provincial plan or plans**

Is the subject land within an area of land designated under any provincial plan or plans?

 Yes  No**25. public Consultation**

Does your proposed strategy for consulting with the public regarding the subject application exceed the Planning Act's minimum requirements?

 Yes  No

## 26. Accompanying material

Please fill out the checklist below to ensure you have included all the required information on the concept plan

1. The boundaries and dimensions of the subject lands

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  N/A

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

Yes  N/A

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

Yes  N/A

### DISCLAIMER

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.