



**Township of Southgate Committee
of Adjustment**

Application for Minor Variance
Fees Effective February 9, 2026

Instructions:

This is an application under Section 45 of the Planning Act, 1990, R.S.O. c.P. 13 as amended, for relief, as described in this application, from Zoning By-law 19-2002 (as amended).

- Please check all applicable boxes and answer all applicable questions.
- Failure to provide adequate, correct information may result in your application being refused.
- All measurements must be in metric units. (Imperial Units will not be accepted)
- Additional information may be attached if necessary.
- Incomplete applications will be returned
- The Township reserves the right to ask for more information or clarification pertaining to this application at a later time.
- Applications are not accepted without the required fees.

For office use only:

File No. A- _____
 Pre-Consult Date: _____
 Date received: _____
 Accepted by: _____
 Roll #42 07 _____
 Conservation Authority Fee
 Required: _____
 Official Plan: _____
 Property's Zone: _____
 Other Information: _____

It is a requirement that any potential applicant pre-consult with the Planning Department pursuant to by-law 66-2012 prior to submitting any planning application, for the initial pre consultation meeting, please provide a drawing or sketch of your proposal accompanied by a written description.

**The Approval Authority is the Township of Southgate Committee of Adjustment
Required Fees:**

| | |
|------------------------------------|--|
| Pre-Consultation Fee | \$ 500.00 due prior to the application being submitted |
| Application Fee | \$ 1,600.00 due with submitted application |
| Public Notice Sign Fee | \$ 151.00 |
| Conservation Authority Fees | |
| Saugeen Valley CA | \$400.00 |
| Grand River CA | Contact directly for details |
| County of Grey Review Fee | \$400.00 |

Note on fees:

The application fees were adopted and approved under the Township of Southgate's Fee's and Charges By-law and will only be accepted once the application is deemed complete by the Township of Southgate Planning Department.

All required application fees shall be paid in cash or by cheque made payable to the Township of Southgate at the time of submission of the application.

Please review the required Conservation Authority fees prior to submitting your application. Saugeen Valley Conservation Authority requires their fee to be submitted to the Township of Southgate along with this application.

In the event that all fees are not paid in full at the time of submission, the application shall be deemed incomplete.

1. Name of Owner/Applicant (circle one) Claudia Pereira-Silva

Address [REDACTED]

Postal Code [REDACTED] Telephone Number [REDACTED]

2. Name of Agent _____

Address _____

Postal Code _____ Telephone Number _____

3. Nature and extent of relief applied for: We are requesting a reduction to the required side yard setback

to allow 3m on the left (west) side instead of the required 5m, to permit construction of a single detached home.
and to permit a lot frontage of 26 metres, whereas a minimum lot frontage of 100 metres

Also, requesting minor variance of lot area of 0.8ha to 0.3ha. is required.

4. Why is it not possible to comply with the provisions of the by-law? _____

This variance would allow me to create a home that better meets the needs of my family, and the frontage variance would allow the construction of a single detached dwelling on the existing lot.

5. Legal description of subject land (registered plan number and lot number or other legal description, and, where applicable, street and street number):

225701 Southgate Rd 22, Part lot 18, Concession 15 Proton, RP 17R160 Part 9

6. Dimensions of land affected in metric units:

Frontage: 26.5m Area: 3232.36 square metres

Depth: 121.976m Width of Street: _____

7. Particulars of all buildings and structures on or proposed for the subject land (specify, in metric units) the ground floor area, gross floor area, number of storeys, width, length, height, etc.):

Existing: Vacant land (no building or structures)

Proposed: Single detached dwelling - Ground floor: approximately 182 square metres, Gross floor area: approximately 324 square metres, 2 storeys, building height approximately 9 metres

8. Location of all buildings and structures on or proposed for the subject land (specify distance from side, rear and front lot lines):

Existing: Vacant land

Proposed: Front yard setback - approximately 21 metres, Rear yard setback - approx. 78.3 metres

Interior side yard (west)- 3 metres and Interior side yard (east)- approximately 5.05 metres.

9. Date of acquisition of subject land: 17 October, 2024

10. Date of construction of all buildings and structures on subject land:

No existing buildings or structures

11. Existing uses of the subject property:

Vacant land

12. Existing uses of the abutting properties:

North: rural residential

East: vacant land

South: agricultural land

West: rural residential

13. Length of time the existing uses of the subject property have continued:

The property has been vacant

14. Water is provided to the subject land by a:

 publicly owned and operated piped water system

 ✓ privately owned and operated individual or communal well

 lake or other water body or other means (please explain)

15. Sewage disposal is provided to the subject land by a:

 publicly owned and operated sanitary sewage system

 ✓ privately owned and operated individual or communal well

 privy or other means (please explain)

16. Storm drainage is provided by (check applicable):

Sewers: Ditches ✓ Swales : ✓

Other means (*please explain*)

17. Present Official Plan designation on the subject lands: Rural designation

18. Present Zoning By-law provisions applying to the land: Rural R6 / EP

19. Has the subject land ever been the subject of an application for minor variance (under Section 45 or its predecessor of the Planning Act)

Yes No

If the answer is yes, describe briefly (i.e. date of application, file number, nature of relief, etc.)

20. Is the subject property the subject of a current application for a plan of subdivision or consent under Section 51 or 53 of the Planning Act?

Yes No

Sketch Instructions:

Each copy of this application must be accompanied by a sketch or survey showing the following:

- (i) The boundaries and dimensions of the subject land.
- (ii) The location, size and type of all existing and proposed buildings and structures on the subject land, indication the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
- (iii) The current uses and location of all existing buildings and/or structures on the adjacent lands. (indicate the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines).
- (iv) 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. Examples include buildings, railways, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- (v) 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.
- (vi) If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- (vii) The location and nature of any easement affecting the subject land.

21. Owners authorization and declaration:

Authorization for agent

I/we Claudia Pereira-Silva
(print name or names)

authorize _____
(print name of agent)

to act as our agent(s) for the purpose of this application.

(Signature of Owner) (date)

(Signature of Owner) (date)

22. Owners authorization for access:

I/we Claudia Pereira-Silva
(print name or names)

hereby permit Township staff and its representatives to enter upon the premises during regular business hours for the purpose of performing inspections of the s

(Signature of Owner) 4 June 2026
(date)

(Signature of Owner) (date)

23. Affidavit or sworn declaration :

Note: This Affidavit must be signed in the presence of a Commissioner of Oaths.

I/ (We) CLAUDIA PEREIRA - SILVA
Name of Owner(s) or Authorized Agent or Applicant

of the Mississauga of ONTARIO in the region of peel
city/town/municipality county/region

Solemnly declare that all statements contained in this application and all the information provided is true, and I/we 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.

Declared before me at the:

Township of Southgate in the County of Grey
city/town/municipality county/region

This 4 day of June, 2026

[Redacted Signature]

Signatures of Owner

4 June 2026
Date

Signatures of Owner

Date

[Redacted Signature]

Signature of Commissioner

4 June 2026
Date

Holly Malynyk, a Commissioner, etc.,
Province of Ontario, Deputy Clerk for
The Corporation of the Township of
Southgate, County of Grey.

Property Report:



Property Report

Data Sources: Grey County, Municipal Property Assessment Corporation, Teranet, King's Printer

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| Roll Number | Address | Assessed Value | Acreage |
|-----------------|--------------------------|----------------|---------|
| 420709000303508 | 225701 Southgate Road 22 | \$14100 | .81 |

Notice: Assessed value may not reflect current market value MPAC

| NEC Designation | Legal Description | Property Use |
|--|--------------------------------------|--------------------------------------|
| Outside the Niagara Escarpment Plan Area | CON 15 PT LOT 18 RP 17R160;PART 9 | Vacant residential land not on water |

Zoning*
Environmental Protection, Residential Type 6
* Zoning may not be accurate. Confirm with local municipal zoning bylaw.

