



Planning, Building & Development Services
 1593 Four Mile Creek Road
 P.O. Box 100, Virgil, ON L0S 1T0
 905-468-3266 • Fax: 905-468-0301

www.notl.com

File No:	Date of Receipt:
Town Fee (\$):	Regional Fee (\$):
NPCA Fee (\$):	Other Fee (\$):

(Office Use Only)

Application for Minor Variance, Fence Variance, Sign Variance or Legal Non-Conforming Use Permission

Under the *Planning Act, R.S.O. 1990 c. P.13, as amended*

A pre-consultation meeting with Community & Development Services Staff is required prior to applying for Minor Variance, Fence Variance, Sign Variance, or Legal Non-Conforming Use Permission.

Please complete all applicable sections of this application. All measurements are to be provided in metric units. The information requested on this application is required to review the proposal. An incomplete application will be returned to the Registered Owner/Authorized Agent. If you have questions regarding the information requested on this application, please contact the Community & Development Services Department.

All information requested on this form is collected under the authority of the Planning Act, R.S.O. 1990, c. P.13, as amended, and the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56. The requested information on this application and all accompanying plans, reports, and information is required in order to process this application and will form part of the public record which may be published on the Town of Niagara-on-the-Lake website or by other means. The name and business address of the Registered Owner and/or Authorized Agent is public information. Questions about the collection of information can be made to the Town Clerk.

1. Type of Application			
<input checked="" type="checkbox"/> Minor Variance <input type="checkbox"/> Fence Variance <input type="checkbox"/> Sign Variance <input type="checkbox"/> Legal Non-Conforming Use Permission			
2. Details of the Subject Lands			
Municipal Address 187 QUEEN ST.		Assessment Roll Number 262 701 000 404 100	
Legal Description LOT 49, PART LOT 50, REGISTERED PLAN NO TP 86			
Date the subject lands were acquired 2015	Lot Area (metric) 1,250.2	Lot Frontage (metric) 29.3	Lot Depth (metric) 42.72
Description of easements, rights-of-way, or restrictive covenants applicable to the subject lands (if applicable): None			
3. Registered Owner (as shown on the deed and title of the property)			
Name NANCY NIX		Company Name —	Municipality NIAGARA ON THE LAKE
Mailing Address 187 QUEEN STREET		Unit Number —	Postal Code L0S 1J0
Province ONTARIO	Email nnixestcap.ca	Telephone 905 510 5000	
4. Authorized Agent (if one has been authorized)			
Name LOU MARCANTONIO		Company Name 2M ARCHITECTS	Municipality ST. CATHARINES
Mailing Address 115 LAKE STREET		Unit Number —	Postal Code L2R 5X7
Province ONTARIO	Email lmarcantonio@2mpro.net	Telephone 905 687 9777	
Contact for all future correspondence (select one): <input checked="" type="checkbox"/> Registered Owner <input type="checkbox"/> Authorized Agent			

5. Official Plan and Zoning Information

Existing Niagara Regional Official Plan designation(s) of the subject lands:

Existing Town of Niagara-on-the-Lake Official Plan designation(s) of the subject lands:

ESTABLISHED RESIDENTIAL

Existing Town of Niagara-on-the-Lake Zoning of the subject lands:

ESTABLISHED RESIDENTIAL (ER)

6. Details of the Proposal

Identify the nature and extent of relief from the Zoning By-law, Fence By-law, or Sign By-law:

1. REDUCE REAR YARD SETBACK FROM 5.0M TO 2.28M
2. PERMIT 2 0.22M ENCROACHMENT INTO REAR YARD FOR 2 CONCRETE LANDING AT SIDE GARAGE DOOR (LANDING IS 1.2M WIDE x 1.0M)

Explain why the proposed use cannot comply with the provisions of the Zoning By-law, Fence By-law, or Sign By-law:

SEE ATTACHED JUSTIFICATION REPORT

7. Existing Buildings, Structures, and Uses

Identify the existing use(s) of the subject lands and the length of time the existing use(s) have continued:

107 QUEEN HAS BEEN SINGLE FAMILY RESIDENCE SINCE 1822

Type of building or structure	RESIDENCE		
Construction date	1822		
Existing use(s)	RESIDENCE		
Time the existing use(s) have continued	SINCE CONSTRUCTION		
Front yard setback (m)	13.97		
Rear yard setback (m)	16.31		
Side yard setback (m)	7.53		
Side yard setback (m)	0	NORTH SOUTH (QUEEN)	
Height (m)	8.63		
Gross floor area (sq m)	656		
Lot coverage (sq m)	246.4 (19.7%)		

8. Proposed Buildings, Structures, and Uses (if applicable)

Identify the proposed use(s) of the subject lands:

TO REMAIN RESIDENTIAL

Type of building or structure	MUD ROOM, GARAGE		
Construction date	PROPOSED 2024		
Proposed use(s)	RESIDENTIAL		
Front yard setback (m)	NA		
Rear yard setback (m)	2.28		
Side yard setback (m)	9.29		
Side yard setback (m)	12.26	NORTH SOUTH (QUEEN)	
Height (m)	7.61		
Gross floor area (sq m)	240.50		
Lot coverage (sq m)	91.2 (7.3%)		

9. Access (select all that apply)

Identify how the subject lands will be accessed:

- Public road maintained all year
- Niagara River Parkway
- Provincial highway
- Public road maintained seasonally
- Private easement/Right-of-way
- Waterway

If the subject lands will be accessed by a waterway only, identify the parking and docking facilities to be used and the approximate distance of these facilities from the subject lands to the nearest public road:

10. Servicing (select all that apply)

Identify how the subject lands will be serviced:

Water

- Publicly owned and operated piped water system
- Privately owned and operated individual well
- Privately owned and operated communal well
- Lake or other water body
- Other:

Sewage Disposal

- Publicly owned and operated sanitary sewage system
- Privately owned and operated individual septic system
- Privately owned and operated communal septic system
- Privy
- Other:

Storm Drainage

- Sewers
- Ditches/swales
- Other:

11. Sign Details (for Sign Variance only)

NO

Identify the type of work being proposed:

- Erect new sign
- Alter existing sign
- Repair existing sign
- Relocate existing sign
- Add electrical component to existing sign

Identify the material or finish of the proposed sign:

Length of proposed sign (m)		Minimum height above grade (m)	
Height of proposed sign (m)		Maximum height of proposed sign (m)	
Depth of proposed sign (m)		Projection of proposed sign, if applicable (m)	

Identify the type and number of signs to be erected:

Type	No.	Type	No.	Type	No.
<input type="checkbox"/> Awning		<input type="checkbox"/> Banner		<input type="checkbox"/> Canopy	
<input type="checkbox"/> Construction		<input type="checkbox"/> Directional		<input type="checkbox"/> Directory	
<input type="checkbox"/> Ground		<input type="checkbox"/> Mobile		<input type="checkbox"/> Neon (No Flashing)	
<input type="checkbox"/> Pole		<input type="checkbox"/> Projecting		<input type="checkbox"/> Sandwich	
<input type="checkbox"/> Subdivision		<input type="checkbox"/> Window		<input type="checkbox"/> Wall	

12. Previous Applications

Have the subject lands ever been the subject of an application under the *Planning Act, R.S.O. 1990, c. P.13, as amended* for approval of a plan of subdivision or condominium, a consent, a minor variance, a site plan, an official plan amendment, or a zoning by-law amendment? Yes No Unknown

If yes, provide the information requested below for each previous application:

Application Type	File Number	Status of the Application
CONSENT	ZBA 05 2024	COMPLETE
HERITAGE PERMIT		PENDING

13. Concurrent Applications		
Application Type	File Number	Status of the Application
—		
—		
—		
—		

14. Checklist of Requirements for a Complete Application (all boxes must be checked)

The following plans, reports and, information must accompany this application in a digital format (pdf):

- One copy of the Pre-Consultation Agreement;
- All applicable application fees (payable by cheque, cash, or debit);
- A sketch of the subject lands;
- A sketch of the proposed fence/sign, (Fence and Sign Variances only); *NA*
- All required plans, reports and, information identified on the Pre-Consultation Agreement;

This application will be circulated to various agencies for review and comment. Where the scope or nature of the application requires input from a large number of agencies, additional copies of this application and accompanying plans, reports, and information may be required.

15. Checklist of Drawing Requirements (all applicable boxes must be checked)

Plans and drawings accompanying this application must show the following information, in metric units:

- North arrow;
- Metric scale;
- The boundaries and dimensions of the subject lands;
- The location, size, type, and setbacks of all existing and proposed buildings and structures on the subject lands;
- Natural and artificial features located within or adjacent to the subject lands, such as buildings, railways, roads/highways, pipelines, watercourses, drainage ditches, top of banks, wetlands, wooded areas, wells, septic tanks, and parking and docking facilities (if access to the subject lands is by waterway only), or any other features that may affect this application in the opinion of the Registered Owner/Authorized Agent;
- The existing use(s) of adjacent lands (for example, residential, agricultural, or commercial);
- The location, width and name any road/highway within or abutting the subject lands, and indicating whether it is an unopened road allowance, a public road, a private road, or a right-of-way; and
- The location and nature of any easement affecting the subject lands (if applicable).

Community & Development Services Staff may request that additional information be provided in the plans and drawings that accompany this application, based on the scope and nature of the proposal.

16. Plans, Reports, and Information Submitted with this Application

Identify all plans, reports, and information submitted with this application:

No.	Title	Date	Author
1			
2			
3			
4			
5			
6			

17. Acknowledgement and Agreement of Registered Owner

* I, Nancy Nix AM THE REGISTERED OWNER OF THE SUBJECT LANDS AND
(Name of Registered Owner/Company)

I ACKNOWLEDGE AND AGREE that all information requested on this form is collected under the authority of the *Planning Act, R.S.O. 1990, c. P.13, as amended*, and the provisions of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*. The information is required in order to process this application and forms part of the public record which may be published on the Town of Niagara-on-the-Lake website or by other means. The name and business address of the Registered Owner and/or Authorized Agent is public information.

I ACKNOWLEDGE AND AGREE that the Town of Niagara-on-the-Lake, its employees and agents may enter onto my property to view, photograph and survey my property as necessary for this application.

I ACKNOWLEDGE AND AGREE that all costs of processing this application shall be paid for by the Registered Owner. The Registered Owner shall reimburse the Town of Niagara-on-the-Lake, upon demand, for all costs incurred by the Town of Niagara-on-the-Lake in respect of this application. Without limiting the foregoing, the Registered Owner acknowledges and agrees to pay such expenses regardless of whether or not this application is approved or proceeded with and are not refundable. If costs are not paid by the due date imposed by the Town of Niagara-on-the-Lake, the Registered Owner understands and acknowledges that the costs will be added to the tax bill of the subject lands and collected in like manner as property taxes.

[Signature]
(Signature of Registered Owner)

Feb. 9, 2026
(Date)

18. Authorization of Registered Owner

If this application is being submitted by an Authorized Agent, the Registered Owner of the subject lands must complete this section. If there is more than one Registered Owner, a separate authorization from each individual or corporation is required. An additional copy of this page must be attached for each Registered Owner.

* I, Nancy Nix AM THE REGISTERED OWNER OF THE SUBJECT LANDS
(Name of Registered Owner/Company)

AND HEREBY AUTHORIZE Lou Marrantonio - ZM Architects
(Name of Authorized Agent/Company)

TO SUBMIT THIS APPLICATION to the Town of Niagara-on-the-Lake, appear on my behalf at any hearing(s) of this application, and provide any information or material required by the Town of Niagara-on-the-Lake relevant to this application.

I UNDERSTAND that all information requested on this form is collected under the authority of the *Planning Act, R.S.O. 1990, c. P.13, as amended*, and the provisions of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*. The information is required in order to process this application and forms part of the public record which may be published on the Town of Niagara-on-the-Lake website or by other means. The name and business address of the Registered Owner and/or Authorized Agent is public information.

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[Signature]
(Signature of Registered Owner)

2/9/26
(Date)

19. Sworn Declaration



I, L. MARCONANTONIO / 2M ARCHITECTS OF THE CITY OF ST CATHARINES
(Name of Registered Owner/Company or Authorized Agent/Company) (Name of City, Town, Township, etc.)

IN THE REGION OF NIAGARA
(Name of Regional Municipality or Province)

DO SOLEMNLY DECLARE that the information contained in this application and that the information contained in the documents that accompany this application is true and complete.

Declared before me in St Catharines in the Niagara Region
(Name of City, Town, Township, etc.) (Name of Regional Municipality or Province)

on this 23rd day of February, 20 26.
(Month) (Year)

Jessica Ann Chiamonte, a Commissioner,
etc., Province of Ontario, for Niagara
Construction Association.
Expires March 28, 2028.

[Signature]
(Signature of Registered Owner/Authorized Agent)

[Signature]
(Signature of Commissioner of Oath)

THIS APPLICATION MUST BE SUBMITTED TO:

Town of Niagara-on-the-Lake	Phone: (905) 468-3266
Planning, Building & Development Services	Fax: (905) 468-0301
1593 Four Mile Creek Road	Website: www.notl.org
PO Box 100	
Virgil, ON L0S 1T0	