

## RE: 1628 Third Concession Road - Minor Variance Application A20-24-PC

Young, Katie <Katie.Young@niagararegion.ca>

Thu 7/18/2024 2:33 PM

To: Diana Vasu <Diana.Vasu@portcolborne.ca>; Meghan Birbeck <mbirbeck@npca.ca>; devtplanningapplications@niagararegion.ca <devtplanningapplications@niagararegion.ca>  
Cc: Matt Roy <Matt.Roy@portcolborne.ca>; Denise Landry <Denise.Landry@portcolborne.ca>; Taya Taraba <Taya.Taraba@portcolborne.ca>

Hi Diana,

Yes we will. I've included the payment instructions below for information. Thank you!

### **Regional Fee Payment Instructions**

If paying **online** by Visa or MasterCard, please note that you will now be required to first set-up an account in our payment portal, and forward your log-in information (i.e. Log-In ID/email), as well as your application information (i.e. address, municipality, application type), to [devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca) before being able to complete your payment.

In order to do this, please follow these steps:

1. Click the following link to navigate to the Niagara Portal:  
<https://cityview.niagararegion.ca/portal>
2. **Making a Payment requires a login and for the application to have your Portal Account attached to it.** If you have an account, please log in. If you do not have an account, please complete the registration process.
  - a. To ensure you receive response in a timely manner please ensure your contact method is **EMAIL**
  - b. You will receive a separate account registration email. Please click on the link provided to complete the registration.
3. Notify the Niagara Region Planning Department of your Login ID (email address) and the Application you are requesting to pay by sending an email to [devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca)
4. After Niagara Region receives this information, the Niagara Region Planning staff will notify you when you are able to pay.
5. On Portal, ensure you are logged in, go to the **Planning Applications** section and select "planning applications search".
6. In the **planning application** search put in your project name, planning application number, or address, or roll number. This should populate your file, if not found contact [devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca) or 905-980-6000 ext. 3256.
7. If your planning application is in the system click on "**Pay Fees**", then click "**Make Payment**" and follow the remaining instructions to process the credit payment.

If paying by **cheque**, please address it as payable to "Niagara Region" submitted to the Growth Strategy and Economic Development Department at the address listed in my signature below. If you have any questions, please don't hesitate to reach out to me.

Kind regards,  
Katie



**Katie Young, MsC (PI), MCIP, RPP**  
Senior Development Planner

Niagara Region, 1815 Sir Isaac Brock Way,  
Thorold, ON, L2V 4T7

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**From:** Diana Vasu <Diana.Vasu@portcolborne.ca>

**Sent:** Thursday, July 18, 2024 2:18 PM

**To:** Young, Katie <Katie.Young@niagararegion.ca>; Meghan Birbeck <mbirbeck@npca.ca>; Development Planning Applications <devtplanningapplications@niagararegion.ca>

**Cc:** Matt Roy <matt.roy@portcolborne.ca>; Denise Landry <Denise.Landry@portcolborne.ca>; Taya Taraba <Taya.Taraba@portcolborne.ca>

**Subject:** Re: 1628 Third Concession Road - Minor Variance Application A20-24-PC

**CAUTION EXTERNAL EMAIL:** This email originated from outside of the Niagara Region email system. Use caution when clicking links or opening attachments unless you recognize the sender and know the content is safe.

Awesome, thank you for confirming Katie!

Will you still require their payment of your minor variance review fee and formal circulation of their application?

Thanks,  
Diana

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**Diana Vasu**  
**Planner**  
**City of Port Colborne**

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**From:** Young, Katie <[Katie.Young@niagararegion.ca](mailto:Katie.Young@niagararegion.ca)>  
**Sent:** Thursday, July 18, 2024 2:14:39 PM  
**To:** Diana Vasu <[Diana.Vasu@portcolborne.ca](mailto:Diana.Vasu@portcolborne.ca)>; Meghan Birbeck <[mbirbeck@npca.ca](mailto:mbirbeck@npca.ca)>; [devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca) <[devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca)>  
**Cc:** Matt Roy <[Matt.Roy@portcolborne.ca](mailto:Matt.Roy@portcolborne.ca)>; Denise Landry <[Denise.Landry@portcolborne.ca](mailto:Denise.Landry@portcolborne.ca)>; Taya Taraba <[Taya.Taraba@portcolborne.ca](mailto:Taya.Taraba@portcolborne.ca)>  
**Subject:** RE: 1628 Third Concession Road - Minor Variance Application A20-24-PC

Hi Diana,

If the building has already been constructed then there wouldn't be any value in the recommendation of the fencing.

Thank you,  
Katie



**Katie Young, MsC (PI), MCIP, RPP**  
Senior Development Planner

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**From:** Diana Vasu <[Diana.Vasu@portcolborne.ca](mailto:Diana.Vasu@portcolborne.ca)>  
**Sent:** Thursday, July 18, 2024 2:06 PM  
**To:** Young, Katie <[Katie.Young@niagararegion.ca](mailto:Katie.Young@niagararegion.ca)>; Meghan Birbeck <[mbirbeck@npca.ca](mailto:mbirbeck@npca.ca)>; Development Planning Applications <[devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca)>  
**Cc:** Matt Roy <[matt.roy@portcolborne.ca](mailto:matt.roy@portcolborne.ca)>; Denise Landry <[Denise.Landry@portcolborne.ca](mailto:Denise.Landry@portcolborne.ca)>; Taya Taraba <[Taya.Taraba@portcolborne.ca](mailto:Taya.Taraba@portcolborne.ca)>  
**Subject:** Re: 1628 Third Concession Road - Minor Variance Application A20-24-PC

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Awesome, thank you for your flexibility with this file, Katie! I'm sure the applicant will appreciate it.

With respect to your request for fencing, I will also note that the construction of the garage is almost complete.

I just confirmed with one of our building inspectors that they have already passed most of their inspections (they only have their insulation, occupancy, and final inspections left).

Are you still interested in us asking that the applicant place the ESC fencing around the development for the remainder of their project?

Thanks again!  
Diana

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**From:** Young, Katie <[Katie.Young@niagararegion.ca](mailto:Katie.Young@niagararegion.ca)>

**Sent:** Thursday, July 18, 2024 12:46:02 PM

**To:** Diana Vasu <[Diana.Vasu@portcolborne.ca](mailto:Diana.Vasu@portcolborne.ca)>; Meghan Birbeck <[mbirbeck@npca.ca](mailto:mbirbeck@npca.ca)>; [devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca) <[devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca)>

**Cc:** Matt Roy <[Matt.Roy@portcolborne.ca](mailto:Matt.Roy@portcolborne.ca)>; Denise Landry <[Denise.Landry@portcolborne.ca](mailto:Denise.Landry@portcolborne.ca)>; Taya Taraba <[Taya.Taraba@portcolborne.ca](mailto:Taya.Taraba@portcolborne.ca)>

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Thanks for providing this additional context, Diana. It's very helpful! I've connected with our Environmental planners and we will no longer require the site visit to confirm whether a Restoration Plan would be required. We will be recommending best management practices during construction (i.e. the installation of ESC fencing between the development footprint and the 'other wetland' as identified by Regional mapping). Therefore, there will be no formal environmental study requirements.

I would note that we will still be looking to provide formal comments on the application and will still require our Minor Variance review fee of \$465.

Thank you,  
Katie



**Katie Young, MsC (PI), MCIP, RPP**  
Senior Development Planner

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**From:** Diana Vasu <[Diana.Vasu@portcolborne.ca](mailto:Diana.Vasu@portcolborne.ca)>

**Sent:** Wednesday, July 17, 2024 4:37 PM

**To:** Meghan Birbeck <[mbirbeck@npca.ca](mailto:mbirbeck@npca.ca)>; Young, Katie <[Katie.Young@niagararegion.ca](mailto:Katie.Young@niagararegion.ca)>; Development Planning Applications <[devtplanningapplications@niagararegion.ca](mailto:devtplanningapplications@niagararegion.ca)>

**Cc:** Matt Roy <[matt.roy@portcolborne.ca](mailto:matt.roy@portcolborne.ca)>; Denise Landry <[Denise.Landry@portcolborne.ca](mailto:Denise.Landry@portcolborne.ca)>; Taya Taraba <[Taya.Taraba@portcolborne.ca](mailto:Taya.Taraba@portcolborne.ca)>

**Subject:** 1628 Third Concession Road - Minor Variance Application A20-24-PC

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Good afternoon Meghan and Katie,

I hope you are both doing well!

I had a closer look at the minor variance application for 1628 Third Concession Road, including both of your preliminary comments, and I spoke with the applicant over the phone earlier today to get a better understanding of the proposal. I think the application and sketch do not accurately portray the nature of the application, so I think the following context would also be important for you both:

The applicant clarified that there was a garage previously in place of the new garage. The previous garage and the new garage have the same building envelope; the only difference between the two structures would be the proposed height.

The applicant applied for two building permits from the City on March 20, 2024: one permit was for the demolition of the previous garage, and the other was for the reconstruction of the garage.

The City issued a demolition permit for the previous garage on April 3, 2024 (file no. PRM-2024-0091). The City also issued a building permit for the reconstruction of the garage on April 19, 2024 (file no. PRM-2024-0090), as the subject lands are not in the NPCA regulated lands.

The applicant met all applicable law at the time of the issuance of the building permits, including NPCA and City zoning requirements, and their Regional septic permit requirements.

About a month after they received their permit to reconstruct the garage, the applicant decided to pursue a minor variance to request permission to increase the height of their garage to 7.1m, whereas our zoning allows a maximum of 6m.

The only difference between the garage they proposed when they received their permits and the garage proposed in their minor variance application is the height.

With this additional context, do your previous initial comments still apply? I have copied Matt from Building, and Denise and Taya in case you have any further questions for any of us.

Thank you,  
Diana

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