
Interoffice Memorandum

File No.: A15-25
Date: April 27th, 2025

To: Robin Shugan, Intermediate Development Planner
From: Taylor Boyle, Project Manager, Development Engineering
RE: PDS Engineering Comments for Committee of Adjustment
Address: 532 Ridgeway Road

Purpose and Effect:

Addition of use for dedicated short-term rental on property

Details of Minor Variance Application:

Addition of use – for using property for short-term rental purposes for when the property is not in use by the owners.

Change in personal circumstances have led the owners to not use the property much. Using it for short term rental would help keep the property in use and thereby support its upkeep and beautification.

MUNICIPAL SERVICES

	<u>Ridgeway Road</u>
Watermain:	150mm dia. PVC (TOFE)
Sanitary Sewer:	200mm dia. PVC (TOFE)
Storm Sewer:	UNKNOWN dia. RCP (TOFE)

ROADS

Ridgeway Road is designated as a Local Road as per the Town's current Official Plan, with a designated right-of-way width of 20m. The current road width is approximately 20m, therefore a widening is not required at this time.

Town of Fort Erie Development Engineering Staff have reviewed the above noted application and supporting documentation to address the technical concerns regarding the submitted minor variance application.

Development Engineering Staff offer the following comments:

- Development Engineering Staff have no comments for the proposed minor variance application.

Development Engineering Staff offer the following conditions:

- Development Engineering staff have no conditions for the proposed Minor Variance Application.

Prepared by: Taylor Boyle, C. Tech., rcsi
Project Manager, Development Engineering

- c. Mark Iamarino, PBBS
Keegan Gennings, PBBS
Jordan Frost, IS
Jessica Goodings, Fire Services

Re: Zoning Compliance request- 532 Ridgeway Road, Fort Erie , Ontario L0S1B0

From Mohammad Kamruzzaman <MKamruzzaman@forterie.ca>

Date Fri 4/4/2025 11:29 AM

To Preeti Mangal <preeti@tsclaw.ca>

Cc Amar Sarkaria <amar@tsclaw.ca>; geetika.bhardwaj2011@gmail.com <geetika.bhardwaj2011@gmail.com>; Vikram <vikramchahal21@gmail.com>; Devon Morton <DMorton@forterie.ca>; Simran Singh <smrssingh@gmail.com>; Carleigh Ricci <CRicci@forterie.ca>; Robin Shugan <RShugan@forterie.ca>

Hello Preeti,

Good morning!

I believe a zoning compliance letter is not required for the minor variance application for 532 Ridgeway Road. I have forwarded the submitted documents to the respective planner for review. If any additional documents are needed to establish the legal non-conforming status, the planner will follow up accordingly.

Please let me know if you have any questions.

Kind Regards,

Mohammad Kamruzzaman, CPT

Zoning Technician

Town of Fort Erie

Planning and Development Services

1 Municipal Centre Drive, Fort Erie, ON L2A 2S6

p: 905-871-1600 ext. 2521

forterie.ca | mkamruzzmaman@forterie.ca



From: Preeti Mangal

Sent: Thursday, April 03, 2025 9:33 AM

To: Mohammad Kamruzzaman

Cc: Amar Sarkaria; geetika.bhardwaj2011@gmail.com; Vikram; Devon Morton; Simran Singh

Subject: RE: Zoning Compliance request- 532 Ridgeway Road, Fort Erie , Ontario L0S1B0

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Good Morning Mohammad,

Please see enclosed the executed copy of affidavit along with the MPAC Report and recently pulled parcel page.

Kindly advise if you need anything else.

Also I have cc'd the owners of the property in this email for further communication.

Thanks & Regards,

Preeti Mangal | Law Clerk
TSC Law Professional Corporation



218 Export Blvd., Suite 510, Mississauga, Ontario L5S 0A7 | T: [905-678-6300](tel:905-678-6300) | ALT: [905-796-7526](tel:905-796-7526) | F: [905-795-8338](tel:905-795-8338) | ALT: [905-796-7636](tel:905-796-7636) | E: preeti@tsclaw.ca W: www.TSCLaw.ca

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From: Mohammad Kamruzzaman <MKamruzzaman@forterie.ca>

Sent: March 21, 2025 11:30 AM

To: preeti@tsclaw.ca

Cc: Devon Morton <DMorton@forterie.ca>

Subject: Re: Zoning Compliance request- 532 Ridgeway Road, Fort Erie , Ontario L0S1B0

Hello Preeti,

Good Morning!

Thank you for your email and for the conversation earlier today.

532 Ridgeway Road is zoned Residential 2 (R2B) Zone and Hazard (H) Zone. Please note that the existing dwelling is located within the Hazard (H) Zone, and this zone does not permit any single detached dwelling.

In order to establish the property's Legal Non-Conforming status for the existing use, the applicant will need to provide a legal affidavit along with supporting documentation. I have attached both the Legal Non-Conforming Uses Guide and an example of a legal affidavit for your reference.

The submitted affidavit and documents must clearly demonstrate that the existing structure was in place prior to the passing of Zoning By-law 590-1976 (dated May 10, 1976) and that the use has continued without interruption.

If the Town's Legal department is satisfied with the submission and confirms the Legal Non-Conforming use, the next step would be to apply for a Zoning Compliance Letter.

Please feel free to reach out if you have any questions or need further clarification.

Best regards,

Kind Regards,

Mohammad Kamruzzaman, CPT

Zoning Technician

Town of Fort Erie

Planning and Development Services

1 Municipal Centre Drive, Fort Erie, ON L2A 2S6

p: 905-871-1600 ext. 2521

forterie.ca | mkamruzzmaman@forterie.ca



From: Preeti Mangal

Sent: Friday, March 21, 2025 9:37 AM

To: Mohammad Kamruzzaman

Cc: Amar Sarkaria

Subject: Zoning Compliance request- 532 Ridgeway Road, Fort Erie , Ontario L0S1B0

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Good Moring Mohammad,

It was nice speaking to you this morning.

As discussed over the phone, our clients are seeking information regarding the zoning and use of the subject property. Additionally, they would like to confirm whether the property is considered legal non-conforming.

Could you kindly advise us on the next steps to obtain the requested information? Any guidance you can provide would be greatly appreciated.

Thanks & Regards,

Preeti Mangal | Law Clerk
TSC Law Professional Corporation



218 Export Blvd., Suite 510, Mississauga, Ontario L5S 0A7 | T: [905-678-6300](tel:905-678-6300) | ALT: [905-796-7526](tel:905-796-7526) | F: [905-795-8338](tel:905-795-8338) | ALT: [905-796-7636](tel:905-796-7636) | E: preeti@tsclaw.ca W: www.TSCLaw.ca

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Minor Variance File A15/25 532 Ridgeway Road, Fort Erie

From Nadean Reichelt <NReichelt@forterie.ca>

Date Thu 4/24/2025 5:49 PM

To Carleigh Ricci <CRicci@forterie.ca>

Building department has no comments.

However, owner is to be made aware that there is an open building permit on the property with outstanding inspections and one of the conditions of an STR licence is that there are no open building permits.

Respectfully,

Nadean Reichelt *C.B.C.O, A.Sc.T., C.P.S.O.*
Deputy Chief Building Official
Town of Fort Erie
nreichelt@forterie.ca
905-871-1600 x-2523

From: Carleigh Ricci

Sent: Monday, April 14, 2025 4:21 PM

To: Keegan Gennings; Nadean Reichelt; Taylor Boyle; Jordan Frost; Robert Judd; Yashesh Gandhi; Edward Terry; Aaron Hair; Breanna Antonio; Kimberlyn Smith; Elizabeth Latif; Kathryn Strachan; Jessica Abrahamse; Zachary George; Anamika Dilwaria; Mark Iamarino; Devon Morton; Robin Shugan; Daryl Vander Veen; Mohammad Kamruzzaman; Helie Upadhyay; Jessica Goodings; Christopher Smith; Mark Schmitt; Jayne Nahachewsky; Philip Riley; Abdul Malik; Troy Davidson; Sean Hutton; Darren Kearns; Abby LaForme; andrew.carrigan@canadapost.postescanada.ca; doug.crown@cogeco.com; Mike.embleton; rowcentre@bell.ca; planninganddevelopment@bell.ca; newdevelopment@rci.rogers.com; municipalnotices@enbridge.com; caitlin.goodale@niagararegion.ca; devon.haluka@niagararegion.ca; devtplanningapplications@niagararegion.ca; susan.dunsmore@niagararegion.ca; Escobar, Valentina; Kartiki Sharma; planninginfo@npca.ca; pleithwood@npca.ca; ppearson@npca.ca; smastroianni@npca.ca; tlennard@npca.ca; Rachel Adamsky; Mustafa, Sheraz; janet.sperling@ontario.ca; jennifer.olah@ontario.ca; matthew.prestinaci@ontario.ca; neave.constantine@ontario.ca; Ali, Usama (MTO); real_estatecanada@cpr.ca; planning@dsbn.org; planning@ncdsb.com

Subject: Request for Comments - Committee of Adjustment Hearing - May 15, 2025

Dear Reviewer,

The Town of Fort Erie is requesting your comments related to the following Committee of Adjustment matters. Submission materials may be accessed virtually, by selecting the link

May COA Comments

From Zachary George <ZGeorge@forterie.ca>

Date Tue 4/29/2025 3:27 PM

To Carleigh Ricci <CRicci@forterie.ca>

0-5866 Neva

The subject property is located within the Town's Urban Boundary but is not within Natural Heritage system. There are no Natural Heritage features present. The lands are subject to the Town's tree By-law 33-2024. If any trees over 30 cm DBH are proposed to be removed from the lands, the subsequent removal application must be accompanied by a Tree Protection Plan, an Arborist report (ISA Certified Arborist or per the Town's definition in the By-law) and a Landscape Plan (OALA in good standing).

Town staff request a Tree Protection Plan as it is unclear as to whether trees will be required to be removed or if there are tree roots that may be impacted by construction that may need protection from Tree Protection Fencing.

Conditions:

1. That the owner/applicant submit a Tree Preservation Plan prepared by a qualified arborist in accordance with the Town's (Tree) By-law No. 33-2024, as amended, to the satisfaction of the Town.
2. That the owner/applicant submit a Landscape Plan prepared by a qualified person, OALA in good standing or equivalent, demonstrating the re-planting using compensation ratios per Table B.1 of (Tree) By-law No. 33-2024, or payment of cash-in-lieu at the prevailing rate, to the satisfaction of the Town.

Per the Council Approved 2025 Consolidated Schedule of Fees, the following fees will apply to this application:

Tree Protection Plan Review Fee - \$500 and any compensation requirements per Table B-1 of By-law 33-2024.

393 Oakwood

The subject property is located within the Town's Urban Boundary but is not within Natural Heritage system. There are no Natural Heritage features present. The lands are subject to the Town's tree By-law 33-2024. If any trees over 30 cm DBH are proposed to be removed from the lands, the subsequent removal application must be accompanied by a Tree Protection Plan, an Arborist report (ISA Certified Arborist or per the Town's definition in the By-law) and a Landscape Plan (OALA in good standing).

Based on the drawing provided by the applicant it appears that the proposed work does not require tree removal, nor are there any effected trees on site.

532 Ridgeway

The subject property is located within the Town's Urban Boundary but is not within Natural Heritage system. There are no Natural Heritage features present. The lands are subject to the Town's tree By-law 33-2024. If any trees over 30 cm DBH are proposed to be removed from the lands, the subsequent removal application must be accompanied by a Tree Protection Plan, an Arborist report (ISA Certified Arborist or per the Town's definition in the By-law) and a Landscape Plan (OALA in good standing).

Town staff request a Tree Protection Plan as it is unclear as to whether trees will be required to be removed or if there are tree roots that may be impacted by construction that may need protection from Tree Protection Fencing.

Conditions:

1. That the owner/applicant submit a Tree Preservation Plan prepared by a qualified arborist in accordance with the Town's (Tree) By-law No. 33-2024, as amended, to the satisfaction of the Town.
2. That the owner/applicant submit a Landscape Plan prepared by a qualified person, OALA in good standing or equivalent, demonstrating the re-planting using compensation ratios per Table B.1 of (Tree) By-law No. 33-2024, or payment of cash-in-lieu at the prevailing rate, to the satisfaction of the Town.

Per the Council Approved 2025 Consolidated Schedule of Fees, the following fees will apply to this application:

Tree Protection Plan Review Fee - \$500 and any compensation requirements per Table B-1 of By-law 33-2024.

913 Centralia

The subject property is not located within the Town's Urban Boundary and is not within Natural Heritage system. There are no Natural Heritage features present. The Town's tree bylaw does not apply to this property. There are no further environmental comments.

179 Garrison

The subject property is located within the Town's Urban Boundary but is not within Natural Heritage system. There are no Natural Heritage features present. The lands are subject to the Town's tree By-law 33-2024. If any trees over 30 cm DBH are proposed to be removed from the lands, the subsequent removal application must be accompanied by a Tree Protection Plan, an Arborist report (ISA Certified Arborist or per the Town's definition in the By-law) and a Landscape Plan (OALA in good standing).

Town staff request a Tree Protection Plan as it is unclear as to whether the 3 trees at the northern end of the property will be required to be removed or if there are tree roots that may be impacted by construction that may need protection from Tree Protection Fencing.

Conditions:

1. That the owner/applicant submit a Tree Preservation Plan prepared by a qualified arborist in accordance with the Town's (Tree) By-law No. 33-2024, as amended, to the satisfaction of the Town.
2. That the owner/applicant submit a Landscape Plan prepared by a qualified person, OALA in good standing or equivalent, demonstrating the re-planting using compensation ratios per Table B.1 of (Tree) By-law No. 33-2024, or payment of cash-in-lieu at the prevailing rate, to the satisfaction of the Town.

Per the Council Approved 2025 Consolidated Schedule of Fees, the following fees will apply to this application:

Tree Protection Plan Review Fee - \$500 and any compensation requirements per Table B-1 of By-law 33-2024.

247 Ridge Road North

The subject property is located within the Town's Urban Boundary but is not within Natural Heritage system. There are no Natural Heritage features present. The lands are subject to the Town's tree By-law 33-2024. If any trees over 30 cm DBH are proposed to be removed from the lands, the subsequent removal application must be accompanied by a Tree Protection Plan, an Arborist report (ISA Certified Arborist or per the Town's definition in the By-law) and a Landscape Plan (OALA in good standing).

Town staff request a Tree Protection Plan as it is unclear as to whether trees will be required to be removed or if there are tree roots that may be impacted by construction that may need protection from Tree Protection Fencing.

Conditions:

1. That the owner/applicant submit a Tree Preservation Plan prepared by a qualified arborist in accordance with the Town's (Tree) By-law No. 33-2024, as amended, to the satisfaction of the Town.
2. That the owner/applicant submit a Landscape Plan prepared by a qualified person, OALA in good standing or equivalent, demonstrating the re-planting using compensation ratios per Table B.1 of (Tree) By-law No. 33-2024, or payment of cash-in-lieu at the prevailing rate, to the satisfaction of the Town.

Per the Council Approved 2025 Consolidated Schedule of Fees, the following fees will apply to this application:

Tree Protection Plan Review Fee - \$500 and any compensation requirements per Table B-1 of By-law 33-2024.

1011 Gilmore

The subject property is located within the Town's Urban Boundary. There are Natural Heritage features present, including a Provincially Significant Wetland in the eastern portion of the lands and an unevaluated wetland that was identified in an Environmental Impact Study prepared by Ecological and Environmental Solutions (2019). The proposed severance does not cross through either wetland and is located over 120m from each identified wetland. At the time the Environmental Impact Study was completed the Ecological Land Classification identified a Mineral Deciduous Woodland and a Mineral Deciduous Thicket, however since the time the EIS was completed there were several trees removed, (with permission from the Town of Fort Erie) and the land classification would no longer meet the definition of a Mineral Deciduous Woodland. As such, environmental planning staff have no objections to the proposed severance.

The lands are subject to the Town's tree By-law 33-2024. If any trees over 10cm DBH are proposed to be removed from the lands, the subsequent removal application must be accompanied by a Tree Protection Plan, an Arborist report (ISA Certified Arborist or per the Town's definition in the By-law) and a Landscape Plan (OALA in good standing).

Town staff request a Tree Protection Plan as it is unclear as to whether trees will be required to be removed or if there are tree roots that may be impacted by construction that may need protection from Tree Protection Fencing.

Conditions:

1. That the owner/applicant submit a Tree Preservation Plan prepared by a qualified arborist in accordance with the Town's (Tree) By-law No. 33-2024, as amended, to the satisfaction of the Town.
2. That the owner/applicant submit a Landscape Plan prepared by a qualified person, OALA in good standing or equivalent, demonstrating the re-planting using compensation ratios per Table B.1 of (Tree) By-law No. 33-2024, or payment of cash-in-lieu at the prevailing rate, to the satisfaction of the Town.
3. That the Applicant/Owner make payment in the amount of \$1000.00 to the Town of Fort Erie for a boulevard street tree. The Tree will be placed on the road allowance frontage if it is practical to do so, otherwise the tree will be planted elsewhere in the Town to enhance the Tree Canopy Cover.

Per the Council Approved 2025 Consolidated Schedule of Fees, the following fees will apply to this application:

Tree Protection Plan Review Fee - \$500 and any compensation requirements per Table B-1 of By-law 33-2024.

Zach George

Junior Environmental Planner

Town of Fort Erie

Planning and Development Services
1 Municipal Centre Drive, Fort Erie, ON L2A 2S6
p: 905-871-1600 ext. 2536

forterie.ca | zgeorge@forterie.ca



Re: Request for Comments - Committee of Adjustment Hearing - May 15, 2025

From Kathryn Strachan <KStrachan@forterie.ca>

Date Mon 4/28/2025 4:20 PM

To Carleigh Ricci <CRicci@forterie.ca>

Cc Edward Terry <ETerry@forterie.ca>; Elizabeth Latif <ELatif@forterie.ca>

Hi Carleigh,

Please see the landscape comments below:

0-5866 Neva Road

No Comments

393 Oakwood Ave

No Comments

532 Ridgeway Road

No Comments

913 Centralia Ave

No Comments

179 Garrison Road

Landscaped areas should include amenities for residents, benches, tables etc.

Landscape along Garrison should follow the Fort Erie International Gateway – Garrison Road Design Guidelines

247 Ridge Road

No Comments

1011 Gilmore Road

No Comments

Kathryn Strachan

Landscape Architect Intern (MLA, BFA)

Town of Fort Erie

Planning and Development Services

1 Municipal Centre Drive, Fort Erie, ON L2A 2S6

p: 905-871-1600 ext. 2529

RE: NPCA Comments, Request for Comments - Committee of Adjustment Hearing - May 15, 2025

From Kartiki Sharma <ksharma@npca.ca>

Date Mon 4/28/2025 4:32 PM

To Carleigh Ricci <CRicci@forterie.ca>

 1 attachment (829 KB)

RE: NPCA Comments, Request for comments - 1011 Gilmore Road, Fort Erie;

External Email Warning: Do not click on any attachment or links/URL in this email unless the sender is reliable.

Good Afternoon Carleigh,

The NPCA has reviewed the CoA Applications for the May 15th, 2025 Hearing and can offer the following comments:

1. 0-5866 Neva Road (ARN 270302001053400), Minor Variance, A13-25 :

Based on the NPCA mapping there is an unmapped floodplain east of the subject property. The application is currently under review by our technical staff to confirm if the subject property is outside the floodplain.

I will provide the NPCA comments for this file as soon as I hear back from our technical staff, apologies for the delay on this file.

2. 393 Oakwood Avenue, Minor Variance, A14-25:

The NPCA has reviewed the Minor Variance Application for the subject property. Based on the NPCA mapping the subject property does not contain and is not impacted by NPCA Regulated Features. Therefore, the NPCA has no objections.

3. 532 Ridgeway Road, Minor Variance, A15-25:

- The minor variance application is to permit Short-Term Rental, dedicated as a permitted use whereas the use is not permitted.
- Based on the NPCA mapping, NPCA notes that the subject property is a NPCA regulated back-dune area.
- NPCA notes the confirmation provided in the application:
- That for short term rental the property will not be owner occupied and will be exclusive to short term rental.
- No proposed development or site alteration.
- As such, at this time NPCA has no objections to the short-term rental at the subject property as it will not constitute as development or site alteration.
- Please note that any future proposed development on the subject property will require NPCA review and approval along with possible work permits (associated permit fee would apply).

4. 913 Centralia Avenue North, Minor Variance, A16-25

The NPCA has reviewed the Minor Variance Application for the subject property. Based on the NPCA Mapping the subject property does not contain and is not impacted by NPCA Regulated Features.

Therefore, the NPCA has no objections.

5. 179 Garrison Road, Minor Variance File, A17/25

The NPCA has reviewed the Minor Variance Application for the subject property. Based on the NPCA Mapping the subject property does not contain and is not impacted by NPCA Regulated Features. Therefore, the NPCA has no objections.

6. 247 Ridge Road North, Minor Variance, A18-25

The NPCA has reviewed the Minor Variance Application for the subject property. Based on the NPCA Mapping the subject property does not contain and is not impacted by NPCA Regulated Features. Therefore, the NPCA has no objections.

7. 1101 Gilmore Road, Consent, B46-24

Please see the attached email from NPCA on April 10 2025, regarding the comments for 1101 Gilmore Road.

Please let me know if you have any questions.

Kind Regards,

Kartiki Sharma
Watershed Planner

Niagara Peninsula Conservation Authority (NPCA)
3350 Merrittville Highway | Unit 9 | Thorold, ON L2V 4Y6

905.788.3135 ext. 278
[www.npca.ca%20]www.npca.ca
ksharma@npca.ca

For more information on Permits and Planning please go to the Permits & Planning webpage at <https://npca.ca/administration/permits>.

For mapping on features regulated by the NPCA please go to our GIS webpage at <https://gis-npca-camaps.opendata.arcgis.com/> and utilize our Watershed Explorer App or GIS viewer.

To send NPCA staff information regarding a potential violation of Ontario Regulation 41/24 please go to the NPCA Enforcement and Compliance webpage at <https://npca.ca/administration/enforcement-compliance>.

From: Carleigh Ricci <CRicci@forterie.ca>

Sent: April 14, 2025 4:22 PM

To: Keegan Gennings <KGennings@forterie.ca>; Nadean Reichelt <NReichelt@forterie.ca>; Taylor Boyle <TBoyle@forterie.ca>; Jordan Frost <JFrost@forterie.ca>; Robert Judd <RJudd@forterie.ca>; Yashesh Gandhi <YGandhi@forterie.ca>; Edward Terry <ETerry@forterie.ca>; Aaron Hair <ahair@forterie.ca>; Breanna Antonio <BAntonio@forterie.ca>; Kimberlyn Smith <KSmith@forterie.ca>; Elizabeth Latif <ELatif@forterie.ca>; Kathryn Strachan <KStrachan@forterie.ca>; Jessica Abrahamse <JAbrahamse@forterie.ca>; Zachary George <ZGeorge@forterie.ca>; Anamika Dilwaria <ADilwaria@forterie.ca>; Mark Iamarino <MIamarino@forterie.ca>; Devon Morton <DMorton@forterie.ca>; Robin Shugan <RShugan@forterie.ca>; Daryl Vander Veen <DVanderVeen@forterie.ca>; Mohammad Kamruzzaman <MKamruzzaman@forterie.ca>; Helie Upadhyay <HUpadhyay@forterie.ca>; Jessica Goodings <JGoodings@forterie.ca>; Christopher Smith <CSmith@forterie.ca>;