



# Corporation of the Town of Perth

80 Gore St East  
Perth, ON  
K7H 1H9

### For Office Use Only

Pre-consultation date: April 9, 2026

Date Application Received: April 10, 2026 File Number: ZBL-03-2026

Fee Received: \$2545.00 Date Application Deemed Complete: April 10, 2026

Legal Deposit:  No  Yes:(\$) \_\_\_\_\_

## Zoning By-Law Amendment Application Form

*Pursuant to Sections 34, 36, 37, 38 or 39 of the Planning Act, R.S.O. 1990, c. P.13 as amended*

### Applicant Checklist

Please check to ensure the following is provided:

- Five (5) paper copies of completed application and one (1) electronic copy
- Completed Authorization Form (if applicable)
- Legal Deposit (if applicable)
- Deed/transfer
- Survey (most up to date)
- Pre-Consultation Form
- Required Studies (if applicable)
- Application Fee (see below for fee amount)

### Type of Application Being Requested and Required Fee

Please indicate which type of application you are applying for:

- Principal Zoning By-law Amendment (\$2,545.00)
- Lifting Holding By-law (\$1,018.00)

### Owner/Applicant Information

Name of Property Owner(S): NorChap Develpment (Dave Chaplin / Adam Norwood)

Telephone: (Home) \_\_\_\_\_ Cell: 613 300-9570 Work: \_\_\_\_\_

Mailing Address: 258 Robert Run

Email Address: dave.chaplin@outlook.com

Name of Applicant/Agent: \_\_\_\_\_

*(If Applicant/Agent is different than Property Owner, the Owner's Authorization is required (see p. 9)  
The Applicant/Agent will receive all communications relating to this application.)*

Telephone: (Home) \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

*Municipal Freedom of Information and Protection of Privacy Act  
Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.*

### Property Description/Location and Information

1. Legal Description of Property

Civic Address: 22 Church St. Perth On

Reference/Registered Plan Number: 8828

Part/Lot/Block Number: \_\_\_\_\_

Concession Number: \_\_\_\_\_ Lot Number: 130

Assessment Roll Number: 0921 010-035-19500-0000

2. Dimensions of Property: (metric)

Frontage: 19.08 m Depth: 47.92 m Area: 914.3 m

3. Easement or Restrictive Covenants:  Yes  No

*(If yes, describe):* \_\_\_\_\_

4. Are there are of the following uses or features on the subject lands or within 500 meters of the subject property?

*(Please check all following uses and features that apply and indicate whether they apply to the subject property or to a property within 500 meters. If within 500 meters of subject land, please give approximate distance.)*

Bulk Fuel Storage Facility: \_\_\_\_\_

Landfill Site (Active or Closed): \_\_\_\_\_

Sewage Treatment Plant/Lagoon: \_\_\_\_\_

Industrial Use Designated for Aggregate Extraction: \_\_\_\_\_

Active Railway Line: \_\_\_\_\_

Flood Plain or Other Natural Hazard: \_\_\_\_\_

Natural Gas or Oil Pipeline: \_\_\_\_\_

Contaminated Site: \_\_\_\_\_

Provincially Significant Wetland: \_\_\_\_\_

Area of Natural and Scientific Interest (ANSI): \_\_\_\_\_

Fish/Wildlife Habitat: \_\_\_\_\_

Designated Heritage Building/Site: \_\_\_\_\_

5. Is the property within Source Water Protection Zone?

No

Yes: IPZ Level \_\_\_\_\_

### Official Plan and Zoning Information

1. What is the current Official Plan designation of property? R2

2. How does the application conform with the Official Plan?

The proposed development is consistent with the general intent of the Official Plan, which encourages efficient use of land, provision of a range of housing types, and modest residential intensification within established settlement areas.

The subject property is located within an existing residential neighbourhood where municipal services are available. The proposed six-unit two-storey apartment building represents a

3. What is the current Zoning of the property? R2

4. What are the existing uses of the subject land and how long have they continued?

Prior to January 2026, the subject property was developed with a two-storey single detached dwelling. The exact age of the structure is unknown; however, it is estimated to have been in excess of 75 years. The dwelling was demolished in January 2026, and the property is currently vacant.

5. What is the nature and extent of the proposed amendment? Rezone from R2 to R4 in order to permit the development of six-unit, two-storey residential apartment building

6. What is the proposed Zoning of the property? R4

7. Why is the proposed amendment requested? To allow development of six-unit, two-storey residential apartment unit

8. What are the proposed land uses?

The proposed land use is a low-density residential apartment development consisting of a six-unit, two-storey building. The development is intended to provide long-term residential housing, with each unit designed as a self-contained dwelling units with direct exterior access, private outdoor amenity area, and on-site parking located at the rear of the building

### Notable Site Use Changes

1. Will the proposed use extend beyond the boundary area of settlement area?

Yes  No

*(If yes, please attached a description and drawing of the use intended beyond the settlement area)*

2. Does the proposal remove land from an area of employment?

Yes  No

*(If yes, please indicate below)*

- Converts all or part of a commercial, industrial or institutional building to residential use
- Converts a brownfield site to a residential use (note that application will require a Record of Site Condition)

### Building/Structure and Servicing Information

1. Are there any existing buildings or structures on the subject land?  Yes  No

*If yes, please provide the following information for each building or structure (use metric measurements)*

Type: \_\_\_\_\_  
Front Lot Line Setbacks: \_\_\_\_\_ Rear Lot Line Setbacks: \_\_\_\_\_  
Side Lot Line Setbacks (both sides): \_\_\_\_\_  
Height: \_\_\_\_\_ Dimensions/Floor Area: \_\_\_\_\_

Date the existing buildings or structures were constructed on the subject land?  
\_\_\_\_\_

2. Are there any proposed buildings or structures to be erected on the subject land?

Yes  No

*If yes, please provide the following information for each building or structure (use metric measurements)*

Type: Residential Multi Unit (6) Apartment  
Front Lot Line Setbacks: 6m Rear Lot Line Setbacks: 20.4 m  
Side Lot Line Setbacks (both sides): 2.0 m, 5.5 m  
Height: 9 m Dimensions/Floor Area: 217 m  
Proposed date of construction: August 2026 Additional Parking Spaces: 8 new spots

3. Is access to the subject land to be/or is currently provided by:

- Municipal Road (please circle if it is maintained either seasonally or year round)  
 Private Road/Lane  
 County Road  
 Other (describe): \_\_\_\_\_

4. Type of Water Supply to Subject Lands:

- Publicly owned and operated piped water system  
 Privately owned and operated piped water system  
 Privately owned and operated individual well  
 Communal well  
 Lake or other water body: \_\_\_\_\_  
 Other Source: \_\_\_\_\_

5. Type of sewage Disposal System Servicing Subject Lands:

- Publicly owned and operated sewage disposal system
- Privately owned and operated septic system
- Communal septic system
- Other means: \_\_\_\_\_

6. Provision of Storm Drainage:

- Piped Municipal Storm Sewers
- Ditches
- Swales
- Other means: \_\_\_\_\_

7. Other Serviced and Utilities Available:

- Electricity
- Natural Gas
- School Bussing
- Garbage Collection
- Other: \_\_\_\_\_

**Other Planning Applications**

1. Has the site ever been subject/or currently is the subject of an application under the *Planning Act* for:

- |  |  |
|--|--|
| <input type="checkbox"/> Official Plan Amendment | <input type="checkbox"/> Zoning By-law Amendment |
| <input type="checkbox"/> Plan of Subdivision     | <input type="checkbox"/> Consent                 |
| <input type="checkbox"/> Minor Variance          | <input type="checkbox"/> Other: _____            |

*If yes to any of the above, please fill out the information below (if more than one, please attach a separate sheet with below application information*

File Number: \_\_\_\_\_

Name of Approval Authority Considering Application: \_\_\_\_\_

Land Affected by Application: \_\_\_\_\_

Purpose: \_\_\_\_\_

Status: \_\_\_\_\_

Effect on requested amendment: \_\_\_\_\_

2. Has any property within 120 meters of the subject land been subject to any application under the *Planning Act* for:

Official Plan Amendment

Zoning By-law Amendment

Plan of Subdivision

Consent

Minor Variance

Other: \_\_\_\_\_

*If yes to any of the above, please fill out the information below (if more than one, please attach a separate sheet with below application information)*

File Number: \_\_\_\_\_

Name of Approval Authority Considering Application: \_\_\_\_\_

Land Affected by Application: \_\_\_\_\_

Purpose: \_\_\_\_\_

Status: \_\_\_\_\_

Effect on requested amendment: \_\_\_\_\_

3. Is this application a re-submission?  Yes  No

*(If yes, describe how the application has been changed from the original)*

4. Identify if the land has ever been subject of a Minister's Zoning Order, if known, give the Ontario Regulation Number of that Order: \_\_\_\_\_

**Required Sketch Information**

The following information must be included in the required sketch to be submitted with your complete application.

(Please check to confirm the following has been included)

Boundaries, dimensions and area of the subject property

Location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line, and the side yard lots lines

- Approximate location of all natural and artificial features on the subject land and on adjacent land including: buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, floodplains, wooded areas, wells and septic systems, and any such features which in the applicant's opinion may affect the application
- Current uses on the land adjacent to the subject land
- Location, width and name of any roads within or abutting the subject land, indicating whether it is a public traveled road, unopened road allowance, private road or a right-of-way including any parking and docking facilities
- Location and nature of any easement affecting the subject land

### **Required Studies**

This application form must be accompanied by all the submission requirements in order to be considered a complete application. Incomplete applications will not be processed until all information is provided. A pre-consultation meeting with Planning and Development staff is required PRIOR to the submission of this application.

### **Notice to Applicant**

Subject to an initial application review, the Town of Perth may accept and declare this application complete on the basis that the required application fee and any required deposit has been paid. However, the applicant hereby acknowledges that the application will cease to be complete in the event that the Town's costs for processing the application exceed the initial application fee or exceed 75% of the value of any required processing deposit and in such circumstances the processing of the application will be suspended until the funds necessary to pay outstanding costs and the initial application fee or the initial deposit, as applicable have been reinstated.

**Declarations**

**Authorization of Owner for Agent to Make the Application:**

If the application is to be signed by an applicant/agent/solicitor on behalf of the owner, the following authorization must be completed or the owner must submit a letter of authorization.

I/We, ~~NonChap Dev. Inc~~ <sup>(Dave Chapman)</sup>, am/are the owner(s) of the land that is subject of this application and I/we authorize, \_\_\_\_\_, to make this application on my/our behalf.

Signature: \_\_\_\_\_  
(Registered Owner)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Registered Owner)

Date: \_\_\_\_\_

**Consent of Owner:**

I/We, NonChap Dev Inc, am/are the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize and consent to the use by or disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

Signature:  \_\_\_\_\_  
(Registered Owner)

Date: April 9/26

**Freedom of Information / Access to Property Consent:**

The applicant/owner hereby acknowledges that this application is a public document and all information provided in the application and information submitted with the application will be available for public review and scrutiny

*(Personal contact information including mailing address, email address and phone numbers will remain confidential).*



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Owner's Signature



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Applicants Signature

The owner hereby authorizes Planning Staff or employees of the Corporation of the Town of Perth working on behalf of the Director of Development Services to enter into the lands that are subject to this application during the regular business hours of the Town of Perth for the purpose of inspecting, evaluating and recording information about the site's terrain and drainage, the exterior of any buildings and any other exteriors features relevant to the application.



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Owner's Signature

Dave Chaplin - Vice President

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Owner's Name and Title *(Please Print)*

**Agreement to Indemnify:**

The applicant hereby agrees to indemnify and save harmless The Corporation of the Town of Perth (the "Town") from all costs and expenses that Town may incur in the connection with the processing of the Applicant's planning application for the approval under The Planning Act.

Without limiting the foregoing, such costs and expenses shall include all administrative, legal, engineering, planning, advertising, and consulting fees and charges incurred or payable by the Town to process the application, together with all costs arising from the Town, if required or requested by the Applicant appearing at any hearing of appeal to the Ontario Land Tribunal ("OLT") from any decisions by Town Council, the Committee of Adjustment or the County's Land Division Committee as the case may be, approving the Applicant's application.

The Applicant agrees that if any amount owing to the Town in respect to the application is not paid within 30 days of being issued; the Municipality will not be required to process or to continue processing the application or appear before the OLT in support of a decision approving the application until the amount has been paid in full.

The Applicant further agrees, that any amount owing by the Applicant is a debt of the Applicant and the Town, in addition to other remedies available to it by law, is entitled to recover the amount owing with interest from the Applicant by actions in the Courts.

Signature: [Handwritten Signature]  
(Registered Owner)

Date: April 9, 2026

**Affidavit or Sworn Declaration that the Information is Accurate:**

*(To be signed in the presence of a Commissioner)*

I Dave Chaplin, of the Town of Perth, solemnly declare that all of the above statements contained in this application are true and I 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

Town of Perth in the County of Lanark  
this 10<sup>th</sup> day of April, 2026.

[Handwritten Signature]  
Signature of Applicant or Owner

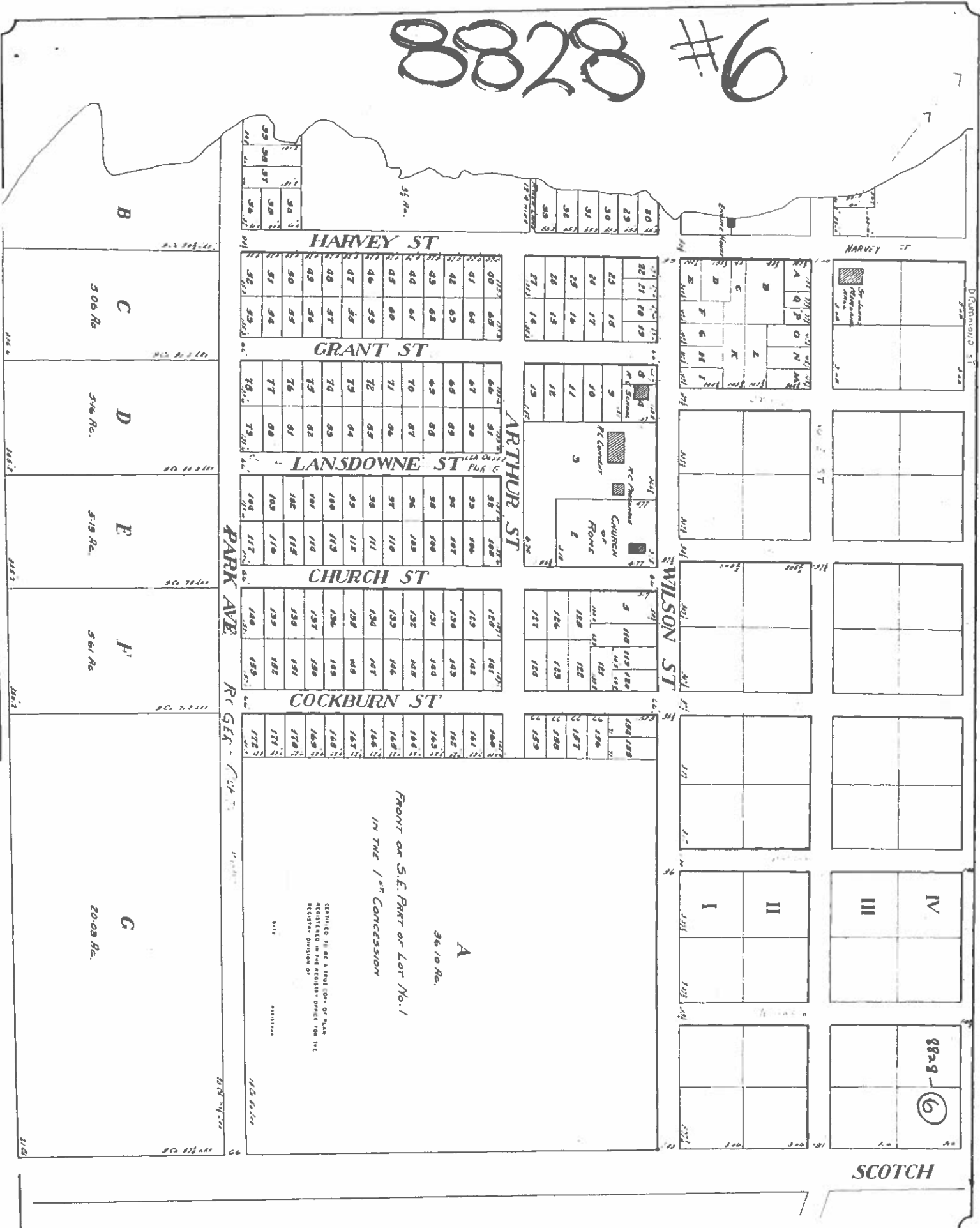
[Handwritten Signature]  
Commissioner of Oaths



Stephen Craig Halpenny  
Barrister and Solicitor  
Notary Public



# 8828 #6

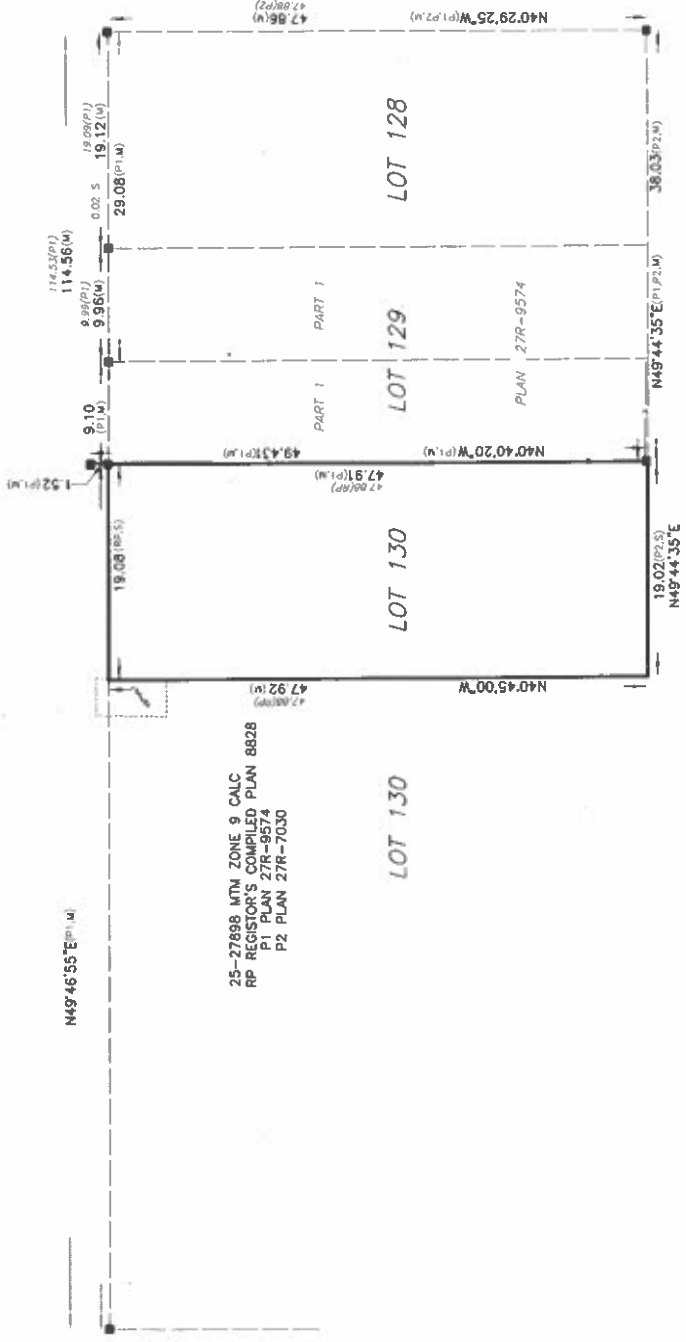


**A**  
 36.10 Ac.  
 FRONT OF S.E. PART OF LOT No. 1  
 IN THE 1<sup>ST</sup> CONCESSION  
 REGISTERED TO THE PROPERTY OFFICE FOR THE  
 REGISTER DIVISION OF  
 THE  
 DISTRICT OF  
 THE  
 DISTRICT OF

**SCOTCH**

8828-6





25-27898 MTM ZONE 9 CALC  
 RP REGISTOR'S COMPILED PLAN 8828  
 P1 PLAN 27R-9574  
 P2 PLAN 27R-7030

LOT 130

LOT 130

LOT 129

LOT 128

PLAN 27R-9574

PLAN 27R-7030

N49°46'55"E (P1) 114.56(M)

114.56(P1)

6.99(P1)

19.08(P1)

47.86(M)

9.96(M)

0.02 S

19.12(M)

9.10 (P1)

29.08(P1)

47.86(M)

49.43(P1)

47.00(P1)

47.86(M)

47.91(P1)

47.00(P1)

47.86(M)

19.08 (P2 S)

47.92 (M)

47.86(M)

19.02(P2 S)

N49°44'35"E

38.03(P2 M)

N49°44'35"E

N49°44'35"E

N40°29'25"W

N40°45'00"W

N40°40'20"W

N40°29'25"W

47.00(P1)

47.00(P1)

47.86(M)

47.91(P1)

47.00(P1)

47.86(M)

19.08 (P2 S)

47.92 (M)

47.86(M)

19.02(P2 S)

N49°44'35"E

38.03(P2 M)

N49°44'35"E

N49°44'35"E

N40°29'25"W

N40°45'00"W

N40°40'20"W

N40°29'25"W

47.00(P1)

47.00(P1)

47.86(M)

47.91(P1)

47.00(P1)

47.86(M)

19.08 (P2 S)

47.92 (M)

47.86(M)

19.02(P2 S)

N49°44'35"E

38.03(P2 M)

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47.91(P1)

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47.86(M)

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N49°44'35"E

38.03(P2 M)

N49°44'35"E

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N40°40'20"W

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19.08 (P2 S)

47.92 (M)

47.86(M)

19.02(P2 S)

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N49°44'35"E

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N40°29'25"W

N40°45'00"W

N40°40'20"W

N40°29'25"W





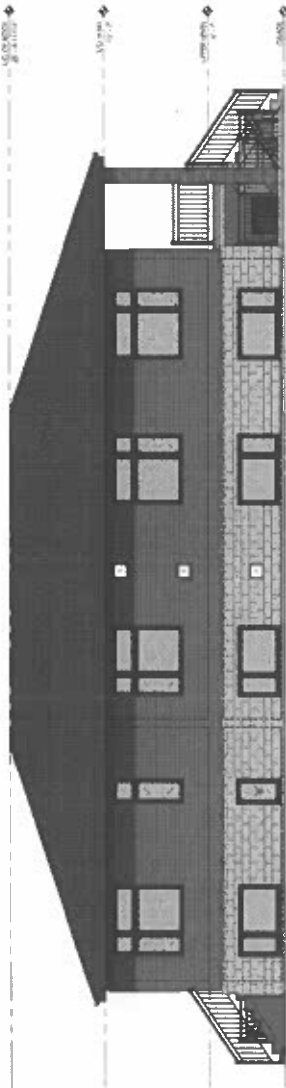


DESIGNED FOR  
1. 2024-05 DESIGN CONCEPT

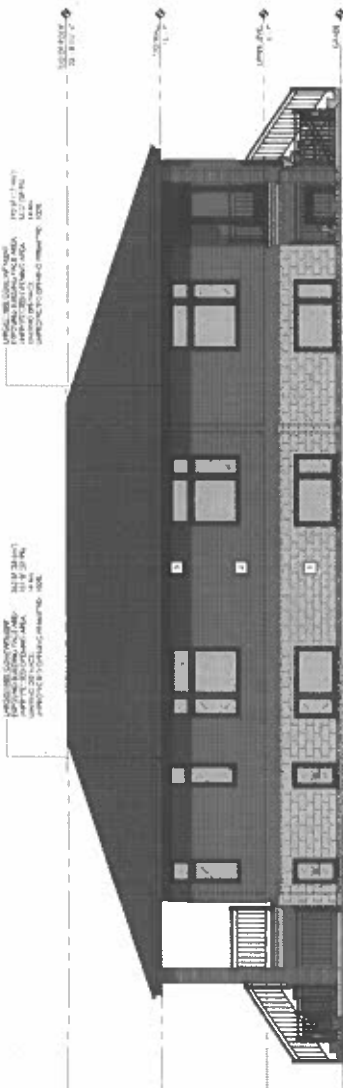
**IMPERIAL**  
THE DRAWINGS ARE PREPARED AND MUST NOT BE USED  
OR REPRODUCED IN ANY MANNER WITHOUT THE WRITTEN  
CONSENT OF GRAFF ARCHITECTURE. ANY REPRODUCTION  
OR ALTERATION OF THESE DRAWINGS WITHOUT THE  
WRITTEN CONSENT OF GRAFF ARCHITECTURE IS STRICTLY  
PROHIBITED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR  
OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM  
THE APPROPRIATE AGENCIES AND AUTHORITIES. THE ARCHITECT  
IS NOT RESPONSIBLE FOR THE ACCURACY OF ANY INFORMATION  
OR DATA PROVIDED BY OTHER PROFESSIONALS OR AGENCIES.  
THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN AND  
CONSTRUCTION OF THE BUILDING AS SHOWN ON THESE  
DRAWINGS.

**ARCHITECT & PRIME CONSULTANT**  
GRAFF ARCHITECTURE  
1000 10TH AVENUE  
SUITE 100  
DENVER, CO 80202  
P: 303.733.1111  
F: 303.733.1112  
WWW.GRAFFARCHITECTURE.COM

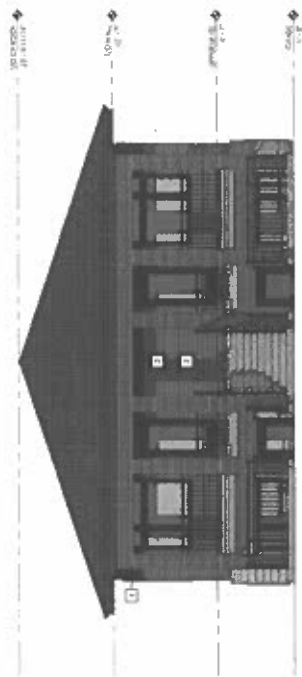
2 EAST ELEVATION  
1/4" = 1'-0"



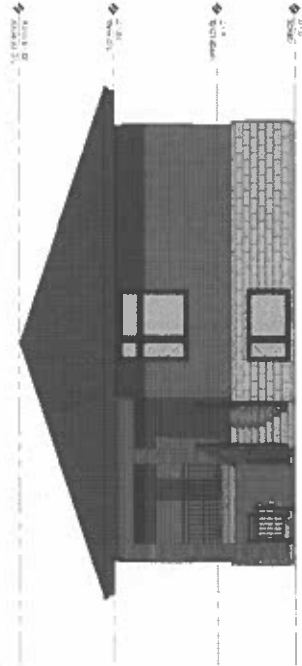
3 WEST ELEVATION  
1/4" = 1'-0"



4 NORTH ELEVATION  
1/4" = 1'-0"



1 SOUTH ELEVATION  
1/4" = 1'-0"



22 CHURCH STREET

ELEVATIONS

SCALE: 1/4" = 1'-0"  
DATE: 2024-05-10

## A4.00



Griff Architecture  
1358 Rideau Ferry Road  
Perth, ON K7H 3C7  
1 (613) 900-1963



To: Joanna Bowes  
Director of Development Services  
Town of Perth  
80 Gore Street East, Perth, ON K7H 1H9

April 09, 2026

RE: 22 Church Street Re-Zoning Planning Rationale Report

Dear Joanna,

This letter is intended to provide a rationale to the zoning by-law variances in the proposed design for the 6 unit 2-storey stacked townhouse proposed for 22 Church Street in Perth, Ontario, as illustrated in the site design drawings issued on April 9, 2026.

The two items identified as variances involve the minimum landscaped open space coverage and the minimum parking provisions. We feel both of these variances are well-founded and reasonable requests and meet the general intent of the zoning by-law and Official Plan.

The minimum landscaped open space percentage for the proposed R4 zone is 35% of the property area, however to provide sufficient space for the building and associated patios, stairs, and parking (see below) we are proposing a reduction to 32%. This 32% value is well within the definition of a minor variance request (at 91% of the by-law threshold), and within the value that is typical for urban infill and densification projects in Eastern Ontario.

The other variance request involves a reduction in the required parking spaces from 9 to 8. We feel 8 spaces will adequately serve the building for a few reasons. Firstly, the ratio of 8 parking spaces to 6 dwelling units still provides 2 dedicated spaces for visitors, which equals 0.33 stalls per unit for visitor-exclusive parking (or 1.33 stalls per unit for the total parking count). This value exceeds the parking requirement for many nearby similar communities, such as Carleton Place.

Secondly, since this design is based on a similar stacked townhouse (79 Beckwith-12 units), we have reliable data on the use-rate of the visitor parking stalls for this type of building. In the 6 years since 79 Beckwith was constructed the owners have yet to see both visitor parking stalls used at the same time. Since the building proposed for 22 Church Street is half the size we feel 2 visitor parking stalls will be more than sufficient to manage the building's visitor parking needs.

Sincerely,

Gordon Graff, OAA  
GRAFF ARCHITECTURE

A handwritten signature in black ink, appearing to read 'Gordon Graff', written over a horizontal line.

