

Property Information/Details

Location Description	Lot 65 Block 308 Plan 4204
City of Yellowknife Community Plan No. 5007	Section 2.3.2 Housing Section 4.5 Niven Residential Section 5.1 Environment and Climate Section 5.3 Municipal Infrastructure
City of Yellowknife Zoning By-law No. 5045, as amended	Chapter 3 – Roles and Responsibilities Chapter 4 – Development Permit Process Chapter 5 – General Development Regulations Applicable to all Zones Chapter 8 – General Development Regulations Applicable to Residential Zones Section 10.1. R1 – Low Density Residential
Civic Address:	6 McMahon Court
Access:	McMahon Court (vehicular and pedestrian)
Municipal Services	Piped sewer and water services; curbside garbage pickup

**Recommendation:**

The Development Officer recommends approval of Development Permit/ Variance application PLDEV-2025-0127 for a 'Duplex Dwelling' requesting a variance to decrease the minimum side yard setback requirement.

CONDITIONS OF APPROVAL

1. The minimum side yard setback requirement has been decreased from 1.5m to 0m;
2. The developer shall submit a Real Property Report (RPR) prior to occupancy; and
3. The development shall comply with the approved drawings for PLDEV-2025-0127 and with all By-laws in effect for the City of Yellowknife.

**Proposal:**

A 'Duplex Dwelling' is being proposed at 6 McMahon Court. The Use is permitted in the R1 – Low Density Residential Zone. Part of the development consists of an uncovered deck attached to the building, as well the balcony above it, which are being proposed within the minimum side yard setback. As such, the developer is requesting a variance to decrease the minimum side yard setback of the north-facing yard.

**Background:**

The subject lot is located in the R1 Zone and accessed from McMahon Court. The lot is part of the Niven Residential area and lies among a mix of low and medium density residential uses. To the north and northwest side of the lot are municipal lands that are part of the city's trail network.

Historically, the lot was intended for a single detached dwelling, and foundations were poured accordingly, however the plan has remained unfinished except the foundation to date. Since that time, ownership has changed, and the current property owner is proposing to utilize the existing foundations to develop a duplex.

#### SUPPORTING STUDIES AND REPORTS

- Lot 65 Block 308 Registered Caveat 219472 Assignment and Amending Agreement, February 6, 2024, DM# 767982
- Niven Phase VII General Subdivision Drawings, January 30, 2008, DM# 360388
- Niven Lake Development Scheme (2007 By-law No. 4438)
- PLDEV-2025-0127 Submitted Drawings, DM# 811525

#### Assessment of the Application:

##### JUSTIFICATION

Development Officer may allow a Variance to conditions of Uses as long as it does not relate to Site Density, as stated in Section 4.8 of Zoning By-law No. 5045, as amended, authorized under section 23 of the *Community Planning and Development Act*. Section 4.8.1 of Zoning By-law No. 5045 authorizes that variances related to yard setbacks may be approved by the development officer.

##### LEGISLATION

#### ***Community Planning and Development Act***

The *Community Planning and Development Act* establishes the framework for the City to regulate developments within its boundaries. As stated in section 16. (1) and 25. (1) of the *Act*, a development authority, being a development officer appointed under section 52, shall, subject to any applicable conditions, approve an application for a development permit for a use specified in a zoning bylaw as a permitted use of land or of a building, if the development authority is satisfied that the applicant meets all the requirements of the bylaw.

Under section 23. (1): “A zoning bylaw may authorize a development authority to approve an application for a development permit in respect of a proposed development that does not fully conform with the bylaw, if the development authority is satisfied that the proposed development would not (a) unduly interfere with the amenities of the neighbourhood; or (b) detract from the use, enjoyment or value of neighbouring parcels of land”.

#### **Community Plan By-law No. 5007, as amended**

Section 3(1) of the *Act* states that the purpose of a community plan is to provide a policy framework to guide the physical development of a municipality, having regard to sustainability, the environment, and the economic, social and cultural development of the community.



This 2019 Community Plan outlines development goals and objectives for the City with directive policies to accomplish the objectives. All applicable policies of the Community Plan are to be considered and applied at the time of development.

#### **Zoning By-law No. 5045, as amended**

The purpose of a zoning by-law is to guide the physical development of a municipality by offering regulations to the use and development of land and buildings within the municipal boundary of the City.

The Development Officer is authorized to receive and process development permit applications as referred to in section 3.1.1 of the By-law. The Development Officer is also authorized to evaluate variance applications as defined in the criteria set in sections 4.8 and 4.9 of the By-law.

#### **PLANNING ANALYSIS**

#### **Community Plan By-law No. 5007, as amended**

The Plan identifies the Niven Residential Land Use designation as a “residential area that is located adjacent to the downtown core and provides easy access to the core of the City by vehicle and alternative transportation modes. Much of the residential development in the area is recent and new residential lots continue to be developed on vacant parcels”.

<b>4.5 Niven Residential Objectives and Policies</b>			
<b>Planning and Development Objectives:</b>		<b>Policies:</b>	
4.	To support a mix of residential types and densities.	4-a.	A variety of residential single unit and multiple unit dwelling types will be permitted.

Infill developments create many benefits that attract a diverse range of users, such as shorter commute times, more accessible amenities, and reduced environmental impacts of the community. By achieving the objectives and policies listed in sections 5.1.1 and 5.3 of the Community Plan, the proposed development aligns with the general goals set by the City of Yellowknife to maximize the potential of infill development.

<b>5.1.1 Climate Change Objectives and Policies</b>			
<b>Planning and Development Objectives:</b>		<b>Policies:</b>	
3.	To support a mix of residential types and densities.	3-a.	The City will prioritize development in the existing built footprint of the City before developing new greenfield areas.

<b>5.3 Municipal Infrastructure Objectives and Policies</b>			
<b>Planning and Development Objectives:</b>		<b>Policies:</b>	

3.	To concentrate commercial and residential development in areas serviced by piped water and sewer services.	3-a.	Commercial and residential development will be prioritized in areas with piped water and sewer services.
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### Zoning By-law No. 5045, as amended

The proposed development complies with the applicable regulations for the permitted Use set out in the By-law with the exception of meeting the minimum side yard setback requirement.

### Evaluating the Request for Variance to the Side Yard Setback (Section 4.9):

The variance request is to reduce the minimum side yard setback from 1.5 m to 0 m. The subject lot is constrained by pre-existing building foundations, which establish a fixed building footprint and limit opportunities to adjust the placement of new structures. The lot also presents physical limitations relating to terrain and steep grade in the rear of the lot. The rear portion of the lot is lower in elevation than the front yard and makes building on the lot more challenging. A north-facing deck and balcony are being proposed within the side yard setback area to provide amenity space without expanding the principal building envelope. The principal building itself complies with the minimum setback; only the deck and balcony encroach.

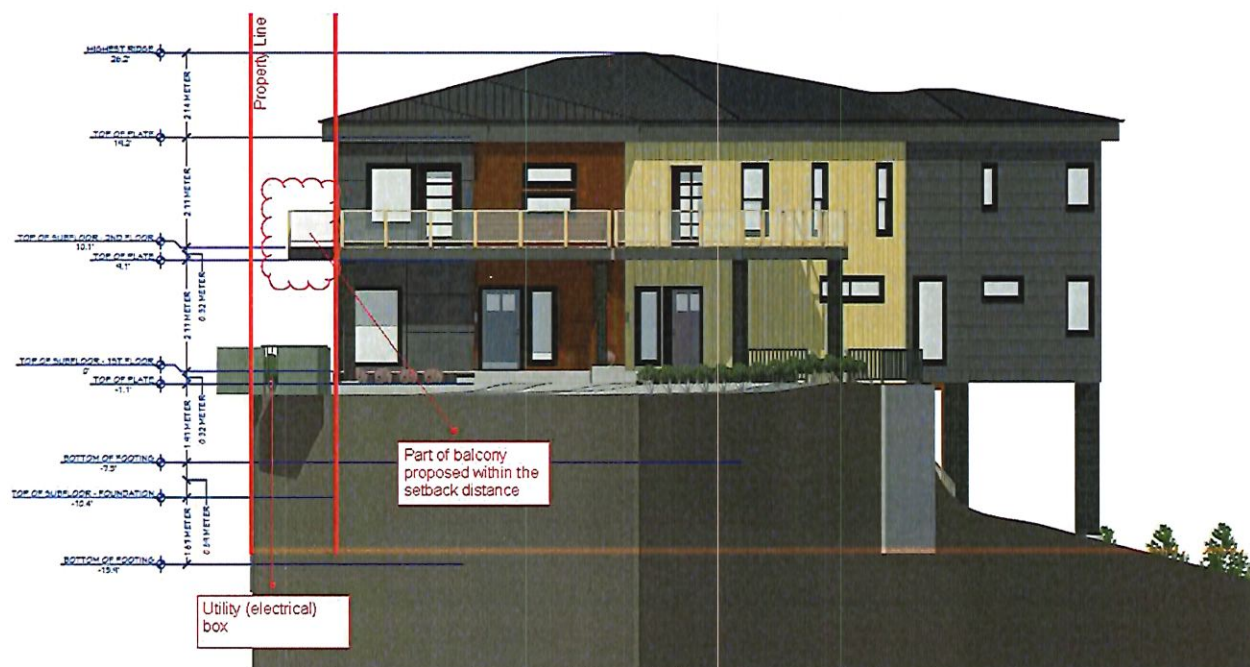


Figure 1. Front Elevation from McMahon Court highlighting the extent of the variance being only for the deck (not visible from street-level) and the balcony.

This variance is reasonable when evaluated against Section 4.9.1 of Zoning By-law No. 5045. The deck is fully contained within the lot and located below grade relative to McMahon Court and will not be visible from the street. The balcony is elevated approximately 2.77 m above ground level and incorporates



transparent glass panels, minimizing the visual effect of massing and maintaining open sightlines. Granting the variance will not unduly interfere with neighbourhood amenities or affect the use, enjoyment, or value of adjacent properties. The encroachment is limited to accessory elements of the upper floor, and results from existing site conditions. In this context, reducing the side yard setback from 1.5 m to 0 m represents a reasonable and site-specific adjustment that maintains the intent of the by-law.

#### Site Planning Considerations (Section 7.1):

The development maintains safe and functional access for pedestrians and emergency services, incorporates appropriate surface drainage that will not adversely affect adjacent properties, and will not affect snow clearing along McMahon Court. The proposed deck and balcony do not interfere with municipal servicing, lighting, or site safety and are fully contained within the lot.

#### Grading (Section 7.3):

The lot's proposed finished grade is consistent with the Niven Phase VII General Subdivision Grading Plan. Positive drainage from the parking area and front yard is directed toward McMahon Court, while drainage from the rear and side yards is directed toward the municipally owned trail lands to the north and rear of the site. The proposed development will not alter the natural contours of the adjacent municipal land designated by the City for a future trail connection.

#### Vehicular Access and On-Site Traffic (Section 7.4):

Parking for this development is proposed in the front yard facing McMahon Court. A driveway that adequately fits two Type "B" cars is proposed with a positive slope towards McMahon Court. The driveway is setback from the curb and will not unduly affect vehicular and pedestrian activities within the McMahon Court cul-de-sac.

#### Landscaping (Section 7.5):

According to the R1 Zone requirements, a minimum of 100% of the minimum front yard area is required to be landscaped. For Duplex Dwellings in the R1 Zone, driveways shall not exceed two cars width without being separated by landscaping features. The front yard area will be used as a driveway with two individual parking spaces as well as an entryway to the two units. In this case, a series of concrete pads forming a walkway into the building fulfills lies between the two spaces. This is acceptable as the existing utility box partially blocking the driveway makes it challenging to place any three-dimensional landscaping features. Any planted vegetation shall be grown from a northern stock and be capable of healthy growth in Yellowknife. Since the required landscaped area is less than 500m<sup>2</sup>, it was incorporated as part of the site plan drawing.

#### Parking and Driveways (Section 7.8):

According to Table 7-3 of the By-law, two 'type B' parking spaces are required on-site. The development complies with this requirement. Moreover, the development complies with the requirement of Section

10.1.2 (a)(iii)(4), which requires landscaping features between the two car spaces, by providing a walkway of concrete pads. The driveway is proposed with a positive surface drainage towards McMahon Court.

Bicycle parking is not a requirement for duplex dwellings.

Conditions of Use (Section 10.1):

The proposed development at 6 McMahon Court complies with R1 regulations relating to Lot width, Lot coverage, building height, front and rear yard setbacks, and site development. The only contravention to the by-law is the minimum side yard setback requirement, which requires a variance to decrease the minimum requirements from 1.5m to 0m.

**Servicing / Safety / Parks & Recreation / Community / Reconciliation**

The proposed development lies within the City's piped sewer and water serviceable area, and will be tied to the City's water main, storm main, and sewer main at the developer's expense. The developer is also responsible for any arrangements for electric power, gas, telephone, garbage pickup and cable services required to complete the development, as defined in the executed Purchase Agreement.

The Yellowknife Fire Division expressed no concerns with their vehicles and personnel reaching the proposed development.

Stirling Park, a municipal park serving the Niven neighborhood, is located around 150 meters south of the subject lot. Given that the building features two 4-bedroom units, it is likely to attract families, making the park's close proximity a valuable asset for residents and their lifestyles.

**City Departments / External Agency Consultation**

As directed in section 4.5.1 of Zoning By-law No. 5045, a request for comments was circulated to City Departments on November 27, 2025. Comments were reviewed and considered, and are summarized in the table below:

No.	City Divisions	Comments	Consideration
1.	Fire	No concerns were identified.	No consideration is required.
2.	Public Works and Engineering	Overall, Public Works has no concerns with the plan for this building to be turned into a condo. There are items that will need to be addressed:  1. As a condo, they would only have one water and sewer service feeding the building. The property owner will need to determine how this will work for the	These comments have been relayed to the developer and property owner for consideration.



		<p>building in order for them to qualify for SCFA.</p> <p>2. The location of the electrical infrastructure was determined during the design of the subdivision, refined during construction, and generally is not able to be moved. The property owner will need to reconfigure the driveways to avoid the electrical box.</p> <p>Please note that the design for the trail connection was completed as part of the subdivision design and is intended to be implemented once this lot is developed. Due to the steepness of the area, it was necessary to postpone the trail connection to allow for construction access for the neighbouring lots.</p>	
3.	Facilities	The trailhead is still on the radar and Public Works and Engineering's comments reflect where we are with developing the area.	No consideration is required.
4.	Lands	No concerns were identified.	No consideration is required.
5.	Building Services	No concerns were identified.	No consideration is required.

### Public Consultation

A Notice of Application was mailed to neighboring residents within 30m of the subject property on November 14, 2025, per section 15. (1) (h) of the *Community Planning and Development Act*. A Notice of Application was also posted on-site on November 13, 2025.

Public Notice of the decision will be posted at the site, as well as on the City's Capital Update, in conjunction with the date of decision of the permit. Commencing on the date of approval, the application will be subject to a 14-day appeal period. If not appealed within this 14-day period, the development will be considered effective starting on the 15<sup>th</sup> day.

As a result of the Notice of Application posted on-site, the following comment was received from a neighbouring resident and considered by the City of Yellowknife.

No.	Public Comments	Consideration
1.	I would like to provide comments on the application of File #: PLDEV-2025-0127:	Development Officer clarified the following:

	<p>I live right in front of the 6 McMahon Court. By requesting to decrease the minimum side yard setback to 0M to permit a duplex dwelling, I will lose some of the view I have of back bay, I will also not be able to walk down to the firebreak located right behind the lot, therefore I oppose to this application.</p>	<ul style="list-style-type: none"> <li>- The principal building complies with the side yard setback requirement. The building is proposed to be located 2.1 metres from the north property line. The variance request applies only to a proposed side yard deck and a small balcony above it, not to the main building. Specifically:</li> <li>- The deck is fully contained within the lot. Due to the steep grade, it is below ground level and will not be visible from McMahon Court.</li> <li>- The balcony is located above the deck, approximately 2.77 metres above ground level, and projects into the required side yard setback.</li> <li>- As shown on the attached Front Elevation drawing, the deck will not be visible from McMahon Court. The portion of the balcony highlighted in red represents the extent of the variance being requested.</li> <li>- Pedestrian trail access north of 6 McMahon Court will be maintained. The City intends to develop this trail connection once McMahon Court is fully built out.</li> </ul> <p>No further consideration is required.</p>
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#### CAVEATS / OTHER LEGAL AGREEMENTS

It is the developer's responsibility to comply with applicable conditions specified within the registered Purchase Agreement. The developer will be responsible for remediating any damages have occurred to the adjacent municipal land or road.



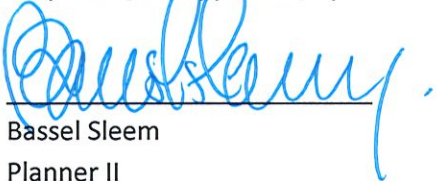
CONDITIONS OF APPROVAL

1. The minimum side yard setback requirement has been decreased from 1.5m to 0m;
2. The developer shall submit a Real Property Report (RPR) prior to occupancy; and
3. The development shall comply with the approved drawings for PLDEV-2025-0127 and with all By-laws in effect for the City of Yellowknife.

**Conclusion:**

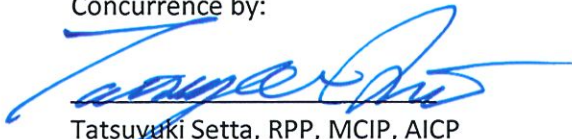
Development Permit application PLDEV-2025-0127 requesting a variance is recommended for approval with the above mentioned conditions as it conforms to Community Plan By-law No. 5007 and complies with applicable regulations of Zoning By-law No. 5045.

Prepared [and approved] by:

  
Bassel Sleem  
Planner II

JAN 23, 2016  
Date

Concurrence by:

  
Tatsuyuki Setta, RPP, MCIP, AICP  
Manager, Planning and Environment

Jan 23, 2026  
Date

Appendix A: Submitted Application PLDEV-2025-0127

Appendix B: Notice of Application PLDEV-2025-0127

Appendix C: Approved Drawings Development Permit PLDEV-2025-0127, DM# 814842

DM# 815095

Appendix A: Submitted Application PLDEV-2025-0127



Planning and  
Development  
Department

CITY OF YELLOWKNIFE

PLDEV-2025-0127



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PR-

Fee Paid:

Email: [permits@yellowknife.ca](mailto:permits@yellowknife.ca) in a PDF format.  
Deliver or mail to: City Hall, 4807-52 St, P.O. Box 580, Yellowknife,  
NT, X1A 2N4  
Phone: 867-920-5600

General Information Form

<b>Property Information</b>			
Property Owner Name: (List all current Property Owners)	[Redacted]		
Telephone:	[Redacted]	Email:	[Redacted]
Civic Address:	346 McMATON		
Legal Description	Lot: 3465	Block: 308	Plan: 4204

<b>Applicant Information</b>	
Applicant Name:	[Redacted] SAME AS ABOVE
Company Name (if applicable):	BEN OFFICIAL HANDYWORKS
Telephone:	[Redacted]
Mailing Address:	[Redacted]
Authorization of Agent/ Applicant	If Property Owner is different from Agent/Applicant, please fill out and attach the "Authorization of Agent/Applicant" form A1, to be signed by the Property Owner.

<b>Important Note:</b>
In accordance with the provisions of the <i>Community Planning and Development Act</i> (for Planning applications) and the provisions of the <i>Cities, Towns and Villages Act</i> (for Lands and Building applications), the City Planning and Development Department provides public access to all development applications and supporting documentation as required or allowed by the legislation. By submitting this application and supporting documentation, you acknowledge and consent that the information on this application and any supporting documentation provided by you, your agents, solicitors, and consultants will be part of the public record and may also be used for preparing documents made available to the general public. If you have any questions or concerns about the collection, use, disclosure or destruction of the information collected on this form, please contact the Director of Planning & Development, City of Yellowknife, 4807 52 St, Yellowknife, NT X1A 2N4, 867-920-5600.

<b>Declaration of Property Owner:</b>	
I, [Redacted] print name(s), the Property Owner(s) for this subject Lot(s), certify that the information submitted in this application is true and conforms with City By-laws, to the best of my knowledge.	
Signature	Date
[Redacted Signature]	OCT 7/2025
Signature	Date



Application Guide	
<b>Planning and Development Department</b>	
<input checked="" type="checkbox"/> <b>Form A - General Information Form</b>	(Form A is required to be filled out and attached to all applications across both divisions)
<input type="checkbox"/> <b>Form A1 - Authorization of Agent/Applicant</b>	(When Property Owner is different from Applicant/Agent, Form A1 is required to be filled out, signed by the Property Owner, and included in the application package)
<input type="checkbox"/> <b>Form A2 - Development Incentives Application</b>	(For all tax abatements and grants, as outlined in the Development Incentives By-law No. 5097)

**Planning and Environment Division**

- ☒ **Form P - Development Permit Application / Development Permit Amendment Application / Change of Use Application**
- ☒ **Form P1 - Variance Request Application**
- ☐ **Form P2 - Zoning By-law and/or Community Plan Amendment**
- ☐ **Form P3 - Heritage Application**
- ☐ **Form P4 - File Information Letter Request / Certificate of Compliance Letter Request**

**Lands and Building Services Division**

- ☐ **Form B - Building Permit**
- ☐ **Form B - Mechanical Permit**
- ☐ **Form B - Water/Sewer - Connect/Disconnect**
- ☐ **Form B - File Information Letter Request**
- ☐ **Form L1 - Land Application**
- ☐ **Form L2 - Encroachment on Municipal Land**
- ☐ **Form L3 - Geotechnical Testing on Municipal Land**

Application Forms
Each application must be filled out completely and clearly, and must be accompanied by a development sketch with all relevant information. Incomplete applications and sketches will be returned without further processing until the corrected material is filed. At minimum, development sketches shall include all abutting lands and property lines, all existing and proposed structures (labeled) including any natural and artificial features, location and nature of any restrictive covenant or easement affecting the subject lands. Dimensions and measurements shall be expressed in metric units. Applications are encouraged to be made online, through our City of Yellowknife Portal: <a href="https://cityview.yellowknife.ca/Portal">https://cityview.yellowknife.ca/Portal</a>

Application Fee
The fee for processing an application or permit shall be paid to the City in accordance with the <a href="#">Fees and Charges By-law No. 4436</a> , as amended. Where the application involves more than one type of development or service, the fee shall be the sum of all applicable fees. Where development proceeds without a permit being first obtained, the appropriate fees shall be doubled. Where a demolition application is separate from an application for construction on the same site, the demolition permit application shall be based on the type of building/structure to be demolished. Where more than one variance is requested, one application is to be made per property and may include more than one variance.



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Fee Paid:

Email: [permits@yellowknife.ca](mailto:permits@yellowknife.ca) in a PDF format.  
Deliver or mail to: City Hall, 4807-52 St, P.O. Box 580, Yellowknife,  
NT, X1A 2N4  
Phone: 867-920-5600

## Development Permit Application

### Proposed Development

What are you proposing? (select all that apply)

- ☐ Change of Use: from: \_\_\_\_\_ to: \_\_\_\_\_
- ☐ Single Detached Dwelling    ☐ Secondary Suite    ☒ Duplex Dwelling    ☐ Sign
- ☐ Multi Unit Dwelling or Townhouse Dwelling    ☐ Commercial, Industrial Use or other Non-Residential Use (includes non-residential additions and accessory structures)
- ☐ Residential Addition    ☐ Request for an amendment to an effective Development Permit
- ☐ Grading    ☐ Other (please specify): \_\_\_\_\_

Describe your proposed development in detail, including current conditions of the site:

*Noamuk Duplex - FIREWALL BETWEEN  
As Required.*

- In the respective zone, the proposed Use is: ☒ Permitted    ☐ Discretionary
- Does this application require a variance? ☐ No    ☒ Yes (**attach Form P1**)
- Does this property have an existing utility account? ☒ No    ☐ Yes, account number: \_\_\_\_\_
- How will this property be serviced? ☒ Piped Service    ☐ Trucked Service

Additional Comments:



### Confirmation of Compliance with Easements, Caveats, or Contracts

For those developments involving new structure(s), increased land use intensity or change of land use, an applicant for a Development Permit shall ensure that the proposed development complies with any easements, caveats or contracts which affect the development of the site. It is the responsibility of the applicant to ensure that services can be provided to all new development.

I hereby confirm that the proposed development, as outlined in the application for Development Permit, complies with any easements, caveats or contracts which affect development of the site.

Applicant Name (if different from Owner)

Applicant Signature

Date \_\_\_\_\_

Your Development Permit application shall include all of the following:

- ☒ Application Form A - General Information Form
- ☒ Application Form A1 (if applicable) and any required Application Form, to be completed, signed, and dated
- ☐ Application Fee (as listed in the Fees and Charges By-law No. 4436, as amended)
- ☒ Landscaping Plan showing existing and proposed landscaping and plant selection (can be part of the Site Plan if the required landscaped area is less than 500m<sup>2</sup>)
- ☒ Grading Plan showing drainage gradient, existing and proposed final grades (can be part of the Site Plan)
- ☒ Servicing Plan showing location and size of water and sewage tanks, water and sewer lines, water fill point, and sewage pump-out point (can be part of the Site Plan)
- ☒ Elevation Drawings of all proposed structures showing exterior finishing material and dimensions
- ☒ Floor Plans, if required, including total floor area of each floor in the proposed development
- ☐ An approved Easement Encroachment Agreement (if applicable)
- ☐ Detailed Site Plan, which shall include the following:
  - ☐ Setbacks for all existing and proposed buildings to property lines, property lines and street names
  - ☐ Location and dimensions of existing and proposed structures or uses, and any easements on-site
  - ☐ Location and dimensions of existing and proposed driveways, entrances and exits and any access route, on-site loading areas, parking areas, and emergency vehicle access
  - ☐ Location of outdoor fuel storage facilities

**Please Note:** Development Officers may require additional information to verify compliance with the requirements of Zoning By-law No. 5045

### Important Note:

In accordance with the provisions of the *Community Planning and Development Act*, the City Planning and Development Department provides public access to all development applications and supporting documentation as required or allowed by the legislation. By submitting this application and supporting documentation, you acknowledge and consent that the information on this application and any supporting documentation provided by you, your agents, solicitors, and consultants will be part of the public record and may also be used for preparing documents made available to the general public. If you have any questions or concerns about the collection, use, disclosure or destruction of the information collected on this form, please contact the Director of Planning & Development, City of Yellowknife, 4807 52 St, Yellowknife, NT X1A 2N4, 867-920-5600.

**Declaration of Applicant:**

I, [REDACTED], print name, the applicant for this application, certify that the information submitted in this application is true and conforms with City By-laws, to the best of my knowledge.

Signature

Date \_\_\_\_\_



Planning and  
Development  
Department

CITY OF YELLOWKNIFE

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PL-

Fee Paid:

Email: [permits@yellowknife.ca](mailto:permits@yellowknife.ca) in a PDF format.  
Deliver or mail to: City Hall, 4807-52 St, P.O. Box 580, Yellowknife,  
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Phone: 867-920-5600

## Variance Request Application

Type of Variance(s)			
Zone:			
Zoning Requirement	Required	Proposed	Variance
Floor Area (m <sup>2</sup> )			
Site Coverage (%)			
Height (m)			
Front Yard Setback (m)			
Side Yard Setback (m)	1.5	0	
Rear Yard Setback (m)			
Landscaping			
Parking			

Describe the requested Variance, and the rationale for the request, in detail:

ONLY PLACE TO PUT THE DECK ON  
THE GROUND FLOOR TO ACCESS PUMP AND  
TANKS & MECHANICAL ROOM



Your Variance request application shall include all of the following:

- ☐ Application Forms (completed, signed, and dated)
- ☐ Application Fee (as listed in the Fees and Charges By-law No. 4436, as amended)
- ☐ Landscaping Plan showing existing and proposed landscaping and plant selection (can be part of the Site Plan if the required landscaped area is less than 500m<sup>2</sup>)
- ☐ Elevation Drawings of all proposed structures showing exterior finishing material and dimensions
- ☐ An approved Easement Encroachment Agreement (if applicable)
- ☐ Detailed Site Plan, which shall include the following:
  - ☐ Setbacks for all existing and proposed buildings to property lines, property lines and street names
  - ☐ Existing and proposed finished grades at Lot corners
  - ☐ Location and dimensions of existing and proposed structures or uses
  - ☐ Location and dimensions of existing and proposed driveways, entrances and exits, and any access route
  - ☐ Location of outdoor fuel storage facilities
  - ☐ Location and dimensions of on-site loading areas and emergency vehicle access, parking areas and delineating individual stalls
  - ☐ Location and size of water and sewage tanks, water and sewer lines, water fill point, and sewage pump-out point
  - ☐ Location and dimensions of any easements on the site

**Note that Development Officers may require additional information to verify compliance with the requirements of Zoning By-law No. 5045**

**Important Note:**

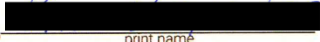
In accordance with the provisions of the *Community Planning and Development Act*, the City's Planning and Development Department provides public access to all development applications and supporting documentation as required or allowed by the legislation. By submitting this variance application and supporting documentation, you acknowledge and consent that the information on this application and any supporting documentation provided by you, your agents, solicitors, and consultants will be part of the public record and may also be used for preparing documents made available to the general public. If you have any questions or concerns about the collection, use, disclosure or destruction of the information collected on this form, please contact the Director of Planning and Development, City of Yellowknife, 4807 52 St, P.O. Box 580, Yellowknife, NT X1A 2N4.

**Declaration of Applicant:**

I/We hereby make application to request a variance to development regulation(s) found in Zoning By-law No. 5045 in accordance with the information submitted herewith and subject to the provisions of Section 4.8 of the Zoning By-law.

I/We understand that all requests for a variance to development regulations found in Zoning By-law No. 5045 are subject to the provisions of Section 4.9 of the By-law.

I/We, the undersigned, certify that the information submitted in this application is true and conforms with Zoning By-law No. 5045, to the best of my/our knowledge.

I,  print name, the applicant for this application, certify that the information submitted in this application is true and conforms with City By-laws, to the best of my knowledge.

  
Signature

 Oct 7/2025  
Date

Appendix B: Notice of Application PLDEV-2025-0127

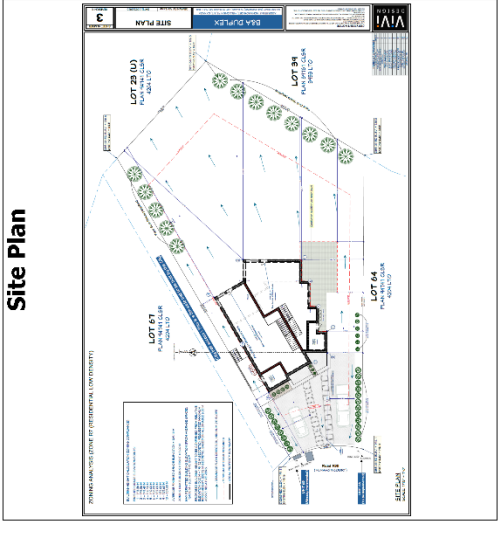
# Notice of Application

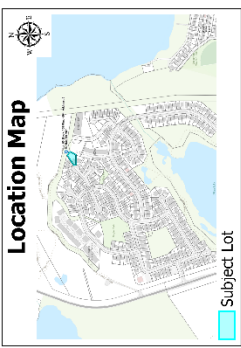
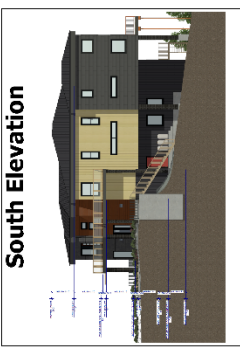
City of Yellowknife  
Planning & Environment


## Type of Application: Development Permit/ Variance

**File Information:**  
**File #:** PLDEV-2025-0127  
**Applicant:** Ben Official Handworks Ltd  
**Civic Address:** 6 McMahon Court  
**Legal Description:** Lot 65 Block 308 Plan 4204  
**Purpose:**  
Decrease the minimum side yard setback from 1.5m to 0m to permit a Duplex Dwelling.


**Notice** issued on November 14, 2025  
**Development Officer:** Bassel Sleem

**Site Plan**  


**Location Map**  
  
**South Elevation**  




**PUBLIC COMMENTS & APPLICATION INFORMATION:** The City of Yellowknife, Planning and Development Department received a complete application. In order to assist the Department in its review of the proposal, you are invited to provide comments, on or before **November 28, 2025**. You can contact the Development Officer at [bsleem@yellowknife.ca](mailto:bsleem@yellowknife.ca) or 867-920-5611. Additional Information regarding the application is available for public inspection by in-person appointment or on the City's website, linked in the QR code.



DM# 814822.V3

pg. 16





CITY OF YELLOWKNIFE

**By Mail**

«AddressBlock»

**NOTICE OF VARIANCE APPLICATION**

Zoning By-law No. 5045 Section 4.5

TO:	Landowners and Lessees within a 30m radius of the Subject Land
File No.:	PLDEV-2025-0127
Subject Land:	Lot 65 Block 308 Plan 4204
Subject Land Address:	6 McMahon Court
Applicant:	Ben Official Handyworks Ltd

---

**TAKE NOTICE:** An application for a Variance to Zoning By-law No. 5045 has been submitted to the City of Yellowknife for decision.

**PURPOSE AND EFFECT:** The purpose of the application is to vary the Side Yard Setback requirement for a Duplex Dwelling at the above subject land. The effect of the application is to:

- Decrease the minimum side yard setback requirement from 1.5m to 0m

**NEED TO MAKE SUBMISSIONS:** The City of Yellowknife Planning and Development Department is considering the application. In order to assist the Department in its review of the proposal, you are requested to provide comments, on or before **November 28, 2025**. If you are unable to respond by the date specified, please contact us to let us know when we may expect to receive your comments. If we do not hear from you, it will be assumed you have no comments or concerns regarding this matter and the review for decision will proceed.

**GETTING ADDITIONAL INFORMATION:** Additional information regarding the application is available for public inspection by appointment at the Planning and Development Office during regular business hours, Monday to Friday, from 8:30 a.m. to 4:30 p.m.

Dated at the City of Yellowknife this 14<sup>th</sup> day of November, 2025.

Sincerely,

Bassel Sleem  
Planner II  
City of Yellowknife  
Email comments to: [bsleem@yellowknife.ca](mailto:bsleem@yellowknife.ca)

DM# 811220

PLDEV-2025-0127  
NOTICE OF VARIANCE APPLICATION

Page 2

# Notice of Application

City of Yellowknife  
Planning & Environment

Type of Application: Development Permit/ Variance

## File Information:

**File #:** PLDEV-2025-0127

**Applicant:** Ben Official Handyworks Ltd

**Civic Address:** 6 McMahon Court

**Legal Description:** Lot 65 Block 308 Plan 4204

**Purpose:**

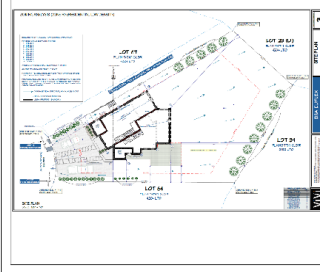
Decrease the minimum side yard setback from 1.5m to 0m to permit a Duplex Dwelling.

Notice issued on November 14, 2025

**Development Officer:** Bassel Sleem

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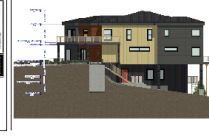
## Site Plan



## Location Map



## South Elevation



Appendix C: Approved Drawings Development Permit PLDEV-2025-0127, DM# 814842

