

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING AGENDA OF THE COMMITTEE OF ADJUSTMENT  
MARCH 20, 2023 @ 7:00 P.M.  
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING**

**HOW TO JOIN**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/85649514294>

Description: Public Meeting Under the Planning Act

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

855 703 8985 (Toll Free) or 1 438 809 7799 (*long distance charges may apply*)

Webinar ID: 856 4951 4294

**PAGE  
NUMBER**

**CALLING TO ORDER** - Chairperson Lennox

**DISCLOSURE OF PECUNIARY INTEREST**

A01/23 Marian Reynolds

**MINUTES OF PREVIOUS MEETING(S)**

- Committee of Adjustment, March 6, 2023 (A24/22)

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Recommendation:

THAT the Committee of Adjustment meeting minutes of March 6, 2023 – A 24/22 be adopted as presented.

**APPLICATION**

A01/23 Marian Reynolds

**THE LOCATION OF THE SUBJECT PROPERTY** is described N Part Lot 24, Concession 6 and is municipally known as 8736 Concession 6 S. The property is approximately 4 ha (9.88 ac) in size. The location of the property is shown on the map attached.

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**THE PURPOSE AND EFFECT** of the application is to provide relief from Section 6.29.2c of the Zoning By-law which states that an Additional Dwelling Unit (Detached) shall be located in an accessory structure. The applicant is proposing to construct a stand alone 1,668 ft<sup>2</sup> residential dwelling. The proposed dwelling is required to meet all other accessory structure provisions of Section 6.1. Other variances may be considered where deemed appropriate.

**SECRETARY TREASURER**

Notices were mailed to property owners within 60 meters of the subject property as well as the applicable agencies and posted on the subject property on March 2, 2023.

## PRESENTATIONS

Matthieu Daoust, Senior Planner, and Asavari Jadhav, Junior Planner, County of Wellington, Township of Wellington North

- Planning Report dated March 20, 2023

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## CORRESPONDENCE FOR COMMITTEE'S REVIEW

Andrew Herreman, Resource Planning Technician, Grand River Conservation Authority

- Email dated March 13, 2023 (No Objections)

## REQUEST FOR NOTICE OF DECISION

Persons wishing to be notified of the decision must submit a written request to the Secretary-Treasurer.

## CHAIRPERSON OPENS FLOOR FOR ANY COMMENTS/QUESTIONS

## COMMENTS/QUESTIONS FROM THE COMMITTEE

## DECISION

CALL FOR VOTE: SHOW OF HANDS (no mover/seconder required)

*THAT* the minor variance applied for in Application A01/23, for the property described as Part Lot 24, Concession 6 N, geographic Township of Arthur, with a civic address of 8736 Concession 6 S, to provide the following relief;

1. **THAT a standalone additional dwelling unit (detached) be permitted, whereas the By-law requires an additional dwelling unit (detached) to be located in an accessory structure.**

## ADJOURNMENT

Recommendation:

*THAT* the committee of adjustment meeting of March 20, 2023 be adjourned at \_\_\_\_\_.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING MINUTES OF THE COMMITTEE OF ADJUSTMENT  
MARCH 6, 2023 @ 2:00 P.M.  
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING**

**Members Present:**

**Chairperson: Andrew Lennox**

**Members: Sherry Burke  
Lisa Hern (via Zoom)  
Penny Renken**

**Member Absent:**

**Member: Steve McCabe**

**Staff Present:**

**Chief Administrative Officer: Brooke Lambert  
Director of Legislative Services/Clerk: Karren Wallace  
Deputy Clerk: Catherine Conrad  
Human Resources Manager: Amy Tollefson  
Director of Finance: Farhad Hossain  
Deputy Treasurer: Mary Jo Marshall  
Payroll Administrator: Laura Rooney  
Chief Building Official: Darren Jones  
Director of Operations: Matthew Aston  
Manager of Transportation Services: Dale Clark  
Manager of Environment and Development Services: Corey Schmidt  
Recreation Services Manager: Tom Bowden  
Community Recreation Coordinator: Tasha Grafos  
Director of Fire Services: Chris Harrow  
Deputy Fire Chief: Marco Guidotti  
Senior Planner: Matthieu Daoust**

**CALLING TO ORDER - Chairperson Lennox**

Chairperson Lennox called the meeting to order.

**DISCLOSURE OF PECUNIARY INTEREST**

none

**MINUTES OF PREVIOUS MEETING(S)**

- Committee of Adjustment, February 6, 2023 (A23/22, A24/22)

RESOLUTION: CoA 2023-004

Moved: Renken

Seconded: Burke

THAT the Committee of Adjustment meeting minutes of February 6, 2023 – A23/22 & A24/22 be adopted as presented.

CARRIED

## **APPLICATION**

A24/22 Cordon Canada Ltd.

THE LOCATION OF THE SUBJECT PROPERTY is described as Part Lot 22 and is municipally known as 250 Main Street S, Mount Forest. The property is approximately 654.39 m<sup>2</sup> (0.16 ac) in size.

THE PURPOSE AND EFFECT of the application is to provide relief from the minimum width requirements for a proposed driveway. The proposed variance will permit a reduced driveway width of 3 m (9.84 ft) whereas the By-law requires a minimum width of 6 m (19.6 ft). Additionally, relief is sought to permit one residential unit to be located on the main floor of a commercial use, occupying 25% of the ground floor area. Other variances may be considered where deemed appropriate.

## **SECRETARY TREASURER**

Notices were mailed to property owners, for this second meeting, within 60 meters of the subject property as well as the applicable agencies and posted on the subject property on February 14, 2023.

## **PRESENTATIONS**

Matthieu Daoust, Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated March 6, 2023

Planning Opinion: At the February 6th, 2023 Council meeting, Staff and Council expressed concerns with the size of the proposed residential unit located on the ground floor. The applicant had originally proposed that 50% of the ground floor be utilized for a residential use. Following the public meeting a revised site plan was submitted which proposes that 25% of the ground floor be utilized for a residential use.

The variance requested would provide relief from Section 16.3b which states that accessory residential use shall be located above the main commercial use. In addition, the applicant is seeking additional relief from Section 6.27.2 to permit a 3m driveway whereas the By-law requires 6m (width).

Mr. Daoust informed the Committee that a site plan was submitted this morning with one larger commercial use, not two smaller commercial uses.

## **CORRESPONDENCE FOR COMMITTEE'S REVIEW**

Michael Oberle, Environmental Planning Coordinator, Saugeen Conservation

- Letter dated January 16, 2023 (No Objections)

## **REQUEST FOR NOTICE OF DECISION**

Persons wishing to be notified of the decision must submit a written request to the Secretary-Treasurer.

## **CHAIRPERSON OPENS FLOOR FOR ANY COMMENTS/QUESTIONS**

Alam Makur, Intequa Designs, was present to represent the Applicant.

## **COMMENTS/QUESTIONS FROM THE COMMITTEE**

The Committee was in support of the revised proposal.

## DECISION

### CALL FOR VOTE: SHOW OF HANDS

THAT the minor variance applied for in Application A24/22, for the property described as Part Lot 22 and is Municipally known as 250 Main St S, Mount Forest, to provide the following relief;

1. **THAT a reduced Access to Parking Spaces of 3 m (9.8 ft) be permitted, for a proposed commercial (mixed use) building, whereas the By-Law requires 6 m (19.6 ft).**

APPROVED

### CALL FOR VOTE: SHOW OF HANDS (no mover/seconded required)

THAT the minor variance applied for in Application A24/22, for the property described as Part Lot 22 and is Municipally known as 250 Main St S, Mount Forest, to provide the following relief;

2. **THAT an Accessory Residential Use be permitted on 25% of the ground floor of a Commercial use whereas the By-law permits a Residential Use above a commercial use.**

APPROVED

## ADJOURNMENT

RESOLUTION: CoA 2023-005

Moved: Burke

Seconded: Renken

THAT the committee of adjustment meeting of March 6, 2023 be adjourned at 3:55 p.m.  
CARRIED

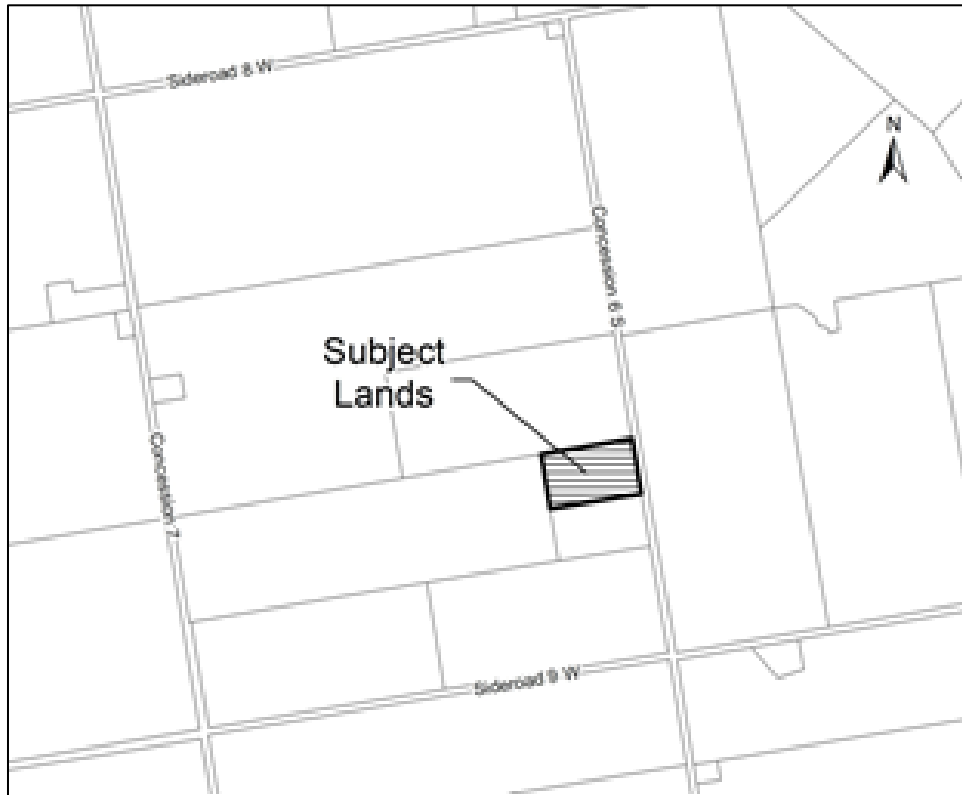
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Secretary Treasurer

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Chair

**MARIAN REYNOLDS**





## COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT  
ALDO SALIS, M.Sc., B.E.S., MCIP, RPP, DIRECTOR  
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ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

March 20<sup>th</sup>, 2023

Mr. Darren Jones, Chief Building Official  
Township of Wellington North Committee of Adjustment  
7490 Sideroad 7 West  
Kenilworth, ON N0G 2E0

Dear Mr. Jones,

Re: **Minor Variance Application A01/23**  
**8736 Concession 6 S**  
**Marian Reynolds**

We have reviewed the application for minor variance and provide the following comments.

**Planning Opinion:** The variance requested would provide relief from Section 6.29.2c of the Zoning By-law which states that an Additional Dwelling Unit (Detached) shall be located in an accessory structure. The applicant is proposing to build a stand alone 1,668 ft<sup>2</sup> (154.96 m<sup>2</sup>) residential dwelling on the subject lands.

We have no concerns with the application as it generally maintains the intent and purpose of the Official Plan and Zoning By-law as the lands are located within an agricultural area and zoned accordingly.

### SUBJECT PROPERTY AND LOCATION

The location of the subject property is described as N Part Lot 24, Concession 6 and is municipally known as 8736 Concession 6 S. The property is approximately 4 ha (9.88 ac) in size has an existing dwelling and a shed. The location is shown on Figure 1.

### PROPOSAL

The purpose of this application is to provide relief from Section 6.29.2c of the Zoning By-law which states that an Additional Dwelling Unit (Detached) shall be located in an accessory structure. The applicant is proposing to build a stand alone 1,668 ft<sup>2</sup> (154.96 m<sup>2</sup>) residential dwelling on the subject lands.



Figure 1. 2020 Aerial photo



**WELLINGTON COUNTY OFFICIAL PLAN**

The subject property is designated PRIME AGRICULTURAL and GREENLANDS. Section 13.7 of the Plan provides consideration for minor variances provided the general intent of the Official Plan and Zoning By-law are maintained and the variance is minor and desirable for the appropriate development of the land. Consideration shall be given as to whether compliance with the by-law would be unreasonable, undesirable or would pose an undue hardship on the applicant.

**TOWNSHIP OF WELLINGTON NORTH ZONING BY-LAW**

The subject property is zoned Agricultural (A). Section 6.29.2 of the Zoning By-law permits an additional dwelling unit to be constructed in any zone where a single detached, semi-detached or street townhouse dwelling is permitted. The applicant is proposing to build a standalone 1,668 ft<sup>2</sup> (154.96 m<sup>2</sup>) dwelling on the subject lands. Planning staff note the proposed ADU meets all other requirements of the Section 6.29.2 and 6.1. The following relief is requested:

Residential Additional Dwelling Unit (ADU)	Required	Proposed
Additional Dwelling Unit (Detached) Section 6.29.2c	Located in an accessory structure	Stand alone dwelling

The variance requested is minor and appropriate for the use of the lot. The variance meets the general intent of the Official Plan and Zoning By-law. I trust that this information will be of assistance to the Committee when making their decision on this application.

Yours truly,




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Asavari Jadhav  
 Junior Planner




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Matthieu Daoust, RPP MCIP  
 Senior Planner