



# Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

## Public Meeting

Monday, April 22nd, 2013 at 7:00 p.m.

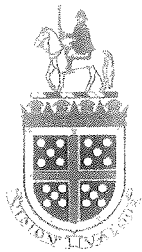
Municipal Office Council Chambers, Kenilworth

## AGENDA

Page 1 of 2

AGENDA ITEM	PAGE NO.
<p><b>The Mayor will call the meeting to order.</b></p> <p><b>Declaration of Pecuniary Interest.</b></p> <p><b>Owners/Applicant:</b> The Corporation of the Township of Wellington North</p> <p><b>This public meeting is to consider a zoning amendment for “housekeeping” revisions.</b></p> <p><b>Re:</b> The changes are of a general nature and apply throughout the Township of Wellington North.</p> <p><b>The Purpose and Effect of the Application</b> The purpose and effect of the proposed amendment is a Township initiated “housekeeping” amendment to the Comprehensive Zoning By-law to address the Residential Conversions Section 6.29. The current provision states that a single detached dwelling may be converted to a duplex. The amendment will remove reference to a duplex dwelling in order to allow additional units within an existing single family dwelling to take other forms. It should be noted that this amendment will only apply to those zoning categories that already allow residential conversions.</p> <p>Please note – Section 34 (12) of the Planning Act.</p> <p>(12) Information. – At a meeting under subsection (12), the council shall ensure that information is made available to the public regarding the power of the Municipal Board under subsection (14.1) to dismiss an appeal if an appellant has not provided the council with oral submissions at a public meeting or written submissions before a By-law is passed.</p>	

AGENDA ITEM	PAGE NO.
<ol style="list-style-type: none"><li>1. Notice for this public meeting was sent to the required agencies and published in the Wellington Advertiser on March 29th, 2013.</li><li>2. Presentations by:<ul style="list-style-type: none"><li>- Linda Redmond, Planner<ul style="list-style-type: none"><li>- See attached comments and draft by-law</li></ul></li></ul></li><li>3. Review of Correspondence received by the Township:<ul style="list-style-type: none"><li>- Erik Downing, Environmental Planning Coordinator, SVCA<ul style="list-style-type: none"><li>- No objection</li></ul></li></ul></li><li>4. The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the By-law must submit a written request.</li><li>5. Mayor opens floor for any questions/comments.</li><li>6. Comments/questions from Council.</li><li>7. Adjournment.</li></ol>	



## COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT  
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ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

April 15, 2013

Darren Jones, Building Official  
Township of Wellington North  
7490 Sideroad 7 W  
Kenilworth, ON N0G 2E0

Dear Mr. Jones:

**Re: General Amendment – Residential Conversion provisions  
Township of Wellington North Zoning By-law 66-01**

This proposed housekeeping amendment to the Comprehensive Zoning By-law has been initiated by Township staff in order to address the current provisions dealing with conversions of a single family dwelling for an additional unit. Section 6.29, Residential Conversions is currently structured as follows:

**RESIDENTIAL CONVERSIONS**

Where specifically permitted by this By-law, a single-detached dwelling (legally existing on the day of the passing of this By-law) may be converted to a **duplex** or a bed and breakfast establishment provided the following regulations are maintained:

- a) That the conversion must meet Building Code and Fire Code regulations and must be certified by the Chief Building Official and Fire Chief;
- b) That the conversion conforms to the requirements of all other By-laws of the municipality;
- c) That any exterior stairways required for such conversion shall be located in a side or rear yard; and
- d) That all other provisions of this By-law for the applicable zone, such as off-street parking, shall be maintained.

Residential conversions are permitted in the Agricultural zone and the Residential (R2) zone. The R2 zone allows a variety of multi residential uses. The residential conversion provisions allow a single family dwelling to be converted into a duplex. The issue with this provision is that a duplex is strictly defined in the zoning by-law as follows:

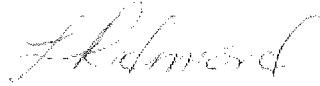
**Duplex**, means a two storey residential dwelling divided horizontally into two residential dwelling units, each of which is completely on a separate storey with an independent entrance either directly from the outside or through a common vestibule.

This definition limits the form in which the conversion may take, which is not the intent of this provision. It is not uncommon for a landowner to want to erect an addition onto the side or rear of their home for an additional unit or to convert existing floor area within a dwelling to provide an additional unit. This amendment will remove reference to a duplex dwelling to allow the unit to take other forms. It should be noted that this amendment will only apply to those zoning

categories that already allow residential conversions

A draft amending By-law is attached for Council's consideration. I trust that these comments will be of assistance to Council in their consideration of this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "L. Redmond".

Linda Redmond B.A.  
Planner

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
BY-LAW NUMBER \_\_\_\_\_

BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 66-01  
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF WELLINGTON NORTH

WHEREAS, the Council of the Corporation of the Township of Wellington North deems it necessary to amend By-law Number 66-01;

NOW THEREFORE the Council of the Corporation of the Township of Wellington North enacts as follows:

THAT Section 6.29, Residential Conversions, is amended by deleting the words "a duplex" and replacing it with the words "provide one additional residential dwelling unit". The paragraph will read as follows:

**Where specifically permitted by this By-law, a single-detached dwelling (legally existing on the day of the passing of this By-law) may be converted to provide one additional residential dwelling unit or a bed and breakfast establishment provided the following regulations are maintained: .....**

THAT this By-law shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34 (30) and (31) of the Planning Act, R.S.O., 1990, as amended.

READ A FIRST AND SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013

READ A THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

## EXPLANATORY NOTE

BY-LAW NUMBER \_\_\_\_\_.

### **The Purpose and Effect of the Application**

The purpose and effect of the proposed amendment is a Township initiated "housekeeping" amendment to the Comprehensive Zoning By-law to address the Residential Conversions Section 6.29. The current provision states that a single detached dwelling may be converted to a duplex. The amendment will remove reference to a duplex dwelling in order to allow additional units within an existing single family dwelling to take other forms. It should be noted that this amendment will only apply to those zoning categories that already allow residential conversions



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April 17, 2013

Township of Wellington North  
 \* 7490 Sideroad 7, W  
 Kenilworth, ON  
 N0G 2E0

ATTENTION: Darren Jones, Building/Zoning Dept.

Dear Mr. Jones:

RE: Proposed Housekeeping Zoning By-law Amendment  
 March 29, 2013  
Township of Wellington North

The Saugeen Valley Conservation Authority (SVCA) has reviewed the proposed Housekeeping Zoning By-law amendment in accordance with the SVCA's mandate and policies and the memorandum of agreement between the SVCA and the County of Wellington. We offer the following comments.

The SVCA has no objection to the granting of the proposed Housekeeping Zoning By-law amendment.

While it does not need to be included as formal part of the By-law it should be noted that the SVCA's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses (Ontario Regulation 169/06) Regulation may apply to the construction or creation of secondary dwelling units regardless of the zone on the property. This Regulation is in accordance with Section 28 of the Conservation Authorities Act, R.S.O, 1990, Chap. C. 27. This Regulation requires that a person obtain the written permission of the SVCA prior to any "development" in a Regulated Area or "alteration" to a wetland or watercourse.

The Authority is of the opinion that this amendment appears to conform with the relevant policies of the Wellington County Official Plan and Provincial Policies referred to in the agreement.

We trust these comments are helpful. Should questions arise, please do not hesitate to contact this office.

Yours Sincerely,

Erik Downing  
 Environmental Planning Coordinator

ED/

cc: Terry Fisk, SVCA Director, via email

Conservation  
 Through  
*Cooperation*

Conservation  
 Authority



Conservation  
 ONTARIO