

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MEETING MINUTES OF THE COMMITTEE OF ADJUSTMENT  
SEPTEMBER 11, 2023 AT 2:00 P.M.  
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING**

<b>Members Present:</b>	<b>Chairperson:</b>	<b>Andrew Lennox</b>
	<b>Members:</b>	<b>Sherry Burke (via Zoom) Steve McCabe Penny Renken</b>
<b>Member Absent:</b>	<b>Member:</b>	<b>Lisa Hern</b>
<b>Staff Present:</b>		
	<b>Chief Administrative Officer:</b>	<b>Brooke Lambert</b>
	<b>Director of Legislative Services/Clerk:</b>	<b>Karren Wallace</b>
	<b>Deputy Clerk:</b>	<b>Catherine Conrad</b>
	<b>Chief Building Official:</b>	<b>Darren Jones</b>
	<b>Human Resources Manager:</b>	<b>Amy Tollefson</b>
	<b>Director of Finance:</b>	<b>Jerry Idialu</b>
	<b>Deputy Treasurer:</b>	<b>Mary Jo Marshall</b>
	<b>Deputy Treasurer:</b>	<b>Laura Rooney</b>
	<b>Manager Community &amp; Economic Development:</b>	<b>Dale Small</b>
	<b>Recreation Community Coordinator:</b>	<b>Tasha Grafos</b>
	<b>Manager of Recreation Services:</b>	<b>Tom Bowden</b>
	<b>Manager of Transportation Services:</b>	<b>Dale Clark</b>
	<b>Senior Project Manager:</b>	<b>Tammy Stevenson</b>
	<b>Manager Environment and Development Services:</b>	<b>Corey Schmidt</b>
	<b>Director of Fire Services:</b>	<b>Chris Harrow</b>
	<b>Drainage Engineer:</b>	<b>Thomas Jackson</b>
	<b>Senior Planner:</b>	<b>Matthieu Daoust</b>

**CALLING TO ORDER - Chairperson Lennox**

Chairperson Lennox called the meeting to order.

**DISCLOSURE OF PECUNIARY INTEREST**

No pecuniary interest disclosed.

**MINUTES OF PREVIOUS MEETING(S)**

- Committee of Adjustment, August 14, 2023 (A08/23)

RESOLUTION: 015-2023

Moved: McCabe

Seconded: Burke

THAT the Committee of Adjustment meeting minutes of August 14, 2023 – A08/23 be adopted as presented.

CARRIED

**APPLICATION**

A09/23 – Warren Dickson

**THE LOCATION OF THE SUBJECT PROPERTY** is described as Plan 7119D Part Lot 17 and is municipally known as 334 Egremont St N. The property is approximately 6,146 ft<sup>2</sup> (571 m<sup>2</sup>) in size.

**THE PURPOSE AND EFFECT** of the application is to provide relief from minimum width requirements for a proposed private garage. The proposed variance will permit a reduced width of 5.18 m (17 ft). The applicants are proposing to add an additional dwelling unit and require one additional permanent parking space. 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 August 18, 2023.

#### **PRESENTATIONS**

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

- Planning Report dated September 11, 2023

Planning Opinion: The variance requested would provide relief from the minimum width for a private garage. The applicants are proposing to add an additional residential unit in the basement. As a result, an additional permanent parking space is required. The applicant is proposing to make use of the existing 5.18 m (17 ft) wide private garage, whereas the bylaw requires a minimum garage width of 6.0 m (19.6 ft) to park two vehicles.

We have no concerns with the requested relief and are satisfied that the application maintains the general intent and purpose of the Official Plan and Zoning By-law, and the request is desirable and appropriate for the development of the subject property.

#### **SUBJECT PROPERTY AND LOCATION**

The location of the subject property is described as Plan 7119D PT Lot 17 and is Municipally known as 334 Egremont St N, Mount Forest. The property is approximately 6,100 ft<sup>2</sup> (566 m<sup>2</sup>) in size.

#### **PROPOSAL**

The purpose of this application is to provide relief from the minimum width for a private garage. The applicants are proposing to add an additional residential unit in the basement. As a result, an additional permanent parking space is required. The applicant is proposing to make use of the existing 5.18 m (17 ft) wide private garage, whereas the bylaw requires a minimum garage width of 6.0 m (19.6 ft) to park two vehicles.

#### **WELLINGTON COUNTY OFFICIAL PLAN**

The subject property is designated RESIDENTIAL located within the Urban Center of Mount Forest. 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 Residential (R1C). The applicant is proposing to add an additional residential unit in the basement and requires an additional permanent parking space. The applicant is proposing to make use of the existing 5.18 m (17 ft) wide private garage to park two vehicles and requires the following variance:

<b>Parking Regulations</b>	<b>Required Width</b>	<b>Proposed Width</b>	<b>Difference</b>
<b>Size of Parking Spaces</b> (Section 6.27.1)	6.0 m (19.6 ft)	5.18 m (17 ft)	0.82 m (2.2 ft)

The variance requested is minor and appropriate for the use of the lot. The applicant is proposing to add an additional residential unit in the basement. As a result, an additional permanent parking space is required. 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.

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

Kim Funk, Source Protection Coordinator, Wellington Source Water Protection

- Email dated August 18, 2023 (No Objection)

Michael Oberle, Environmental Planning Technician, Saugeen Conservation

- Letter dated August 24, 2023 (No Objection)

#### **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**

Warren Dickson, Applicant was present to answer questions regarding the application.

Gloria Bell, 109 Byeland Drive, Mount Forest, inquired if another apartment can be built above the garage. Darren Jones, CBO, responded that the proposal is to build an apartment in the basement. An apartment would be allowed anywhere in the house, above the garage or in a detached building on the property; to a maximum of three units provided parking can be accommodated. A third unit would not meet the parking regulations.

Harvey Jackson, 102 Byeland Drive, Mount Forest, commented that the infrastructure is not set for all the traffic that will be there and advised there is no back yard to that house. The owner does not live there and will not be impacted noting these are single family dwellings.

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

Councillor Burke inquired if the parking space will be adjacent to the parking space that is there now or elsewhere in the property; and if it will impede the sight triangle at the corner. Mayor Lennox commented that this is for an additional space in an existing garage. The minor variance is required because the garage is too narrow. Matthieu Daoust explained that the existing dwelling is serviced by the existing 6 m garage. The additional unit in the basement requires a second permanent parking space. The driveway cannot be used as a permanent parking space so they will be parking vehicles for both units in the two-car garage.

**Committee of Adjustment Minutes September 11, 2023**

**DECISION**

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

THAT the minor variance applied for in Application A09/23, for the property described as Plan 7119D Part Lot 17, geographic Town of Mount Forest, with a civic address of 334 Egremont St N, to provide the following relief;

1. THAT a reduced width of 5.18 m (17 ft) be permitted, for an existing private garage to allow for an additional permanent parking space for an additional residential unit, whereas the By-law requires 6.0 m (19.6 ft).

APPROVED

**ADJOURNMENT**

RESOLUTION: 016-2023

Moved: McCabe

Seconded: Renken

THAT the committee of adjustment meeting of September 11, 2023 be adjourned at 2:13 p.m.

CARRIED

DocuSigned by:



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**MAYOR**

DocuSigned by:

*Karren Wallace*

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**CLERK**