

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING AGENDA OF THE COMMITTEE OF ADJUSTMENT
MAY 5, 2025 @ 2:00 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/83864963084>
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: 838 6496 3084

**PAGE
NUMBER**

CALLING TO ORDER

DISCLOSURE OF PECUNIARY INTEREST

A09/25 M&S Properties (Mount Forest) Inc.

MINUTES OF PREVIOUS MEETING

Committee of Adjustment, April 22, 2025 (A07/25, A08/25) 3
Recommendation:
THAT the Committee of Adjustment meeting minutes of April 22, 2025 –
A07/25 & A08/25 be adopted as presented.

APPLICATION

A09/25 M&S Properties (Mount Forest) Inc.

THE LOCATION OF THE SUBJECT PROPERTY is described as Wellington 7
North Range S Waterloo St Part Park Lot 9 RP 61R7008 Pt Part 1 and is
municipally known as 773 Princess Street, Mount Forest. The property is
approximately 0.64 ha (1.6 ac) in size. The location of the property is shown
on the map attached.

THE PURPOSE AND EFFECT of the application is to provide relief from
maximum number units permitted. The proposed variance will permit 33 units
to be constructed, in lieu of maximum permitted 32 units. 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 April 17, 2025.

PRESENTATIONS

Zachary Prince, Senior Planner, County of Wellington, Township of Wellington North

- Planning Report dated April 28, 2025 8

CORRESPONDENCE FOR COMMITTEE'S REVIEW

Michael Oberle, Environmental Planning Technician, Saugeen Valley Conservation Authority

- Email dated April 28, 2025 (No Objection) 12

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 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 A09/25, for the property described as Wellington North Range S Waterloo St Part Park Lot 9 RP 61R7008 Pt Part 1, geographic Town of Mount Forest, with a civic address of 733 Princess Street, to provide the following relief;

1. **THAT a total of 33 apartment units be permitted, to allow one (1) additional apartment, whereas the By-Law permits a maximum of 32 units.**

WITH THE CONDITION THAT the applicant shall submit a revised site plan of the property with a revised parking layout to meet the required parking requirements.

ADJOURNMENT

Recommendation:

THAT the Committee of Adjustment meeting of May 5, 2025 be adjourned at _____.

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MEETING MINUTES OF THE COMMITTEE OF ADJUSTMENT
APRIL 22, 2025 @ 7:00 P.M.
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING
[April 22, 2025 Township of Wellington North Council Meeting \(you tube\)](#)

Members Present:

Chair: Andrew Lennox
Members: Lisa Hern
Steve McCabe
Penny Renken

Members Absent:

Member: Sherry Burke

Staff Present:

Chief Administrative Officer:	Brooke Lambert
Director of Legislative Services/Clerk:	Karren Wallace
Executive Assistant to the CAO:	Tasha Grafos
Human Resources Manager:	Amy Tollefson
Chief Building Official:	Darren Jones
Manager of Infrastructure and Engineering:	Tammy Stevenson
Manager Recreation Community & Economic Development:	Mandy Jones
Planner:	Zach Prince
Planner:	Asavari Jadhav-Admane

CALLING TO ORDER

Chair Lennox called the hearing to order.

DISCLOSURE OF PECUNIARY INTEREST

None disclosed

MINUTES OF PREVIOUS MEETING

Committee of Adjustment, April 7, 2025 (A06/25)

RESOLUTION: COA 007-2025

Moved: Hern

Seconded: Renken

THAT the Committee of Adjustment meeting minutes of April 7, 2025 – A06/25, A04/25 & A05/25 be adopted as presented.

CARRIED

APPLICATION

A07/25 – 5053745 Ontario Inc.

THE LOCATION OF THE SUBJECT PROPERTY is described as MOUNT FOREST TOWN PLAN PT LOTS 23 AND 24 and is municipally known as 279 Fergus Street South. The property is approximately 0.18 ha (0.45 ac) in size. The location of the property is shown on the map attached.

THE PURPOSE AND EFFECT of the application is to provide relief from minimum required interior side yard requirements for a proposed 8-unit cluster (stacked) townhouses. The proposed variance will permit a reduced interior side yard setback of 1.5 m (4.9 ft) in lieu of a minimum required interior side yard setback of 6.0 m (19.6 ft). 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 April 7, 2025.

PRESENTATIONS

Zachary Prince, Senior Planner and Jamie Barnes, Junior Planner, County of Wellington, Township of Wellington North

- Planning Report dated April 11, 2025

CORRESPONDENCE FOR COMMITTEE'S REVIEW

Michael Oberle, Environmental Planning Technician, Saugeen Valley Conservation Authority

- Email dated April 8, 2025 (No Objections)

Danielle Fisher, Source Protection Coordinator, Wellington Source Water

- Correspondence dated November 19, 2024 (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 COMMENTS/QUESTIONS

No one spoke to the application.

COMMENTS/QUESTIONS FROM THE COMMITTEE

No comments or questions from the Committee.

DECISION

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

THAT the minor variance applied for in Application A07/25, for the property described as Mount Forest Town Plan Pt Lots 23 and 24, geographic Town of Mount Forest, with a civic address of 279 Fergus Street South, to provide the following relief;

1. THAT a reduced Interior Side Yard Setback of 1.5m (4.9 ft) be permitted, for a proposed 8-unit cluster (stacked) townhouse, whereas the By-law requires 6.0m (19.6 ft).
2. THAT a reduced Minimum Unit Size – Bachelor/One Bedroom, of 39.9m² (430 ft²) be permitted for a proposed 8-unit cluster (stacked) townhouse, whereas the By-law requires 51.1m² (550 ft²).

Committee of Adjustment Minutes, April 22, 2025**Page 3 of 4**

3. THAT a reduced Lot Area Minimum of 1,871.48 m² (0.45 ac) be permitted for a proposed 8-unit cluster (stacked) townhouse, whereas the By-law requires 2,452.7 m² (0.65 ac).

THAT one permanent parking space be permitted in front of the front wall of each of the townhouse dwelling units, provided it is not within the front yard setback, to facilitate an 8-unit cluster (stacked) townhouse.

CARRIED

APPLICATION

A08/25 – Cleon Weber

THE LOCATION OF THE SUBJECT PROPERTY is described as WOSR Part Lot 4 Division 3 RP 61R8418 Part 1 and is municipally known as 9820 Highway 6. The property is approximately 1.96 ha (4.85 ac) in size. The location of the property is shown on the map attached.

THE PURPOSE AND EFFECT of the application is to provide relief from the minimum required interior side yard requirements to facilitate replacement of two (2) existing grain bins with one larger bin. The new bin is proposed to be closer to the lot line than the existing grain bins. The proposed variance will permit a reduced interior side yard setback of 3.9 m (13 ft) in lieu of a minimum required interior side yard setback of 18.3 m (60 ft). 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 April 7, 2025.

PRESENTATIONS

Asavari Jadhav-Admane, Planner, County of Wellington, Township of Wellington North

- Planning Report dated April 11, 2025

CORRESPONDENCE FOR COMMITTEE'S REVIEW

Michael Oberle, Environmental Planning Technician, Saugeen Valley Conservation Authority

- Email dated April 8, 2025 (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 COMMENTS/QUESTIONS

No one was present to speak to the application.

COMMENTS/QUESTIONS FROM THE COMMITTEE

Member Renken felt the variance was minor in nature and adjacent to farmland so no objections.

Committee of Adjustment Minutes, April 22, 2025

Page 4 of 4

Chair Lennox wanted to know the change in distance from the lot line from the bins that are being replaced. The CBO advised the size of the upper portion of the replacement bin is the same size, however the bottom is a little wider so it is a little closer to the lot line meaning the 13 foot setback is from the foundation of the bin.

DECISION

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

THAT the minor variance applied for in Application A08/25, for the property described as WOSR Part Lot 4 Division 3 RP 61R8418 Part 1, geographic Township of Arthur, with a civic address of 9820 Highway 6, to provide the following relief;

1. THAT a reduced Interior Side Yard Setback of 3.9m (13 ft) be permitted, for a proposed new larger grain bin to replace two (2) existing grain bins, whereas the By-Law requires 18.3m (60 ft).

CARRIED

ADJOURNMENT

Recommendation:

THAT the Committee of Adjustment meeting of April 22, 2025 be adjourned at 7.26 PM

CHAIRPERSON

SECRETARY TREASURER

A09/25 M&S PROPERTIES (MOUNT FOREST) INC. – 773 PRINCESS STREET





COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
ALDO SALIS, M.Sc., B.E.S., MCIP, RPP, DIRECTOR
TEL: (519) 837-2600
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

April 28th, 2025

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 A09/25**
Part Park Lot 9, RP 61R7008, PT Part 1, Geographic Town of Mount Forest
773 Princess St
M&S Properties (Mount Forest) Inc

We have reviewed the application for minor variance and provide the following comments. Please note staff visited the site on April 28th, 2025.

Planning Opinion: The variance requested would provide relief from a site-specific zoning provision to allow 33 apartment dwelling units in the structure where 32 units is currently permitted. A site-specific zoning amendment was applied to the property in 2021 which restricted the building to 2 storeys and 32 apartment units.

The applicant is seeking to convert the proposed party room to a residential dwelling. The Township's zoning by-law allows common amenity space to be provided indoor or outdoor. The applicant has provided a proposed patio area on the site plan and has indicated that the existing parking provisions allow for the additional parking requirements; however the existing site plan does not reflect the updated parking requirements.

Planning staff have no concerns with the requested relief and are satisfied that the application meet the four tests of a minor variance as required in the Planning Act. The proposal 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 Part Park Lot 9, PT Part 1 on RP 61R-7008, Geographic Town of Mount Forest and is municipally known as 773 Princess Street. The property is approximately 0.64 ha (1.6 ac) in size. The location is shown in Attachment 1. The development has an approved site plan and the building is under construction.

PROPOSAL

The purpose and effect of the application is to add one additional residential unit within the proposed multi unit building. A site plan has been included in Attachment 2.

WELLINGTON COUNTY OFFICIAL PLAN

The subject property is within Primary Urban Centre of Mount Forest and designated as RESIDENTIAL in the County Official Plan. Regarding density, the proposal would represent medium density and considered intensification within the built up area. Section 8.3.5 allows for a density of 75 units per hectare (30 units per acre) for apartment buildings. The proposal achieves a density of 50.8 units per hectare (20.5 units per acre). 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.

TOWNSHIP OF WELLINGTON NORTH ZONING BY-LAW

The subject property is zoned High Density Residential Site Specific (R3-61). The lands are approximately 0.65 ha (1.61 ac) in size. The zoning by law allows for residential apartments and restricts the number of units to 32 on the subject lands. Based on the proposal the development requires the following variances:

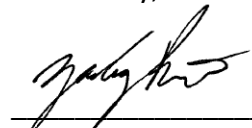
R3-61 Regulations	Required	Proposed	Difference
Number of Units	32	33	1

Planning staff have reviewed the parking requirements for the site and find that an increase in the number of spaces provided on the applicant's site plan is required from 48 to 50 spaces due to the additional unit. As a condition of the minor variance the applicant should submit a revised site plan of the property with a revised parking layout to meet the required parking requirements.

Regarding the amenity area, the site plan shows a patio area as the outdoor amenity space, which meets the requirements of the Township's zoning by-law. Given the removal of the indoor space the applicant should consider improving the outdoor space to a play area, gazebo or pergola to provide a more active amenity space to the site.

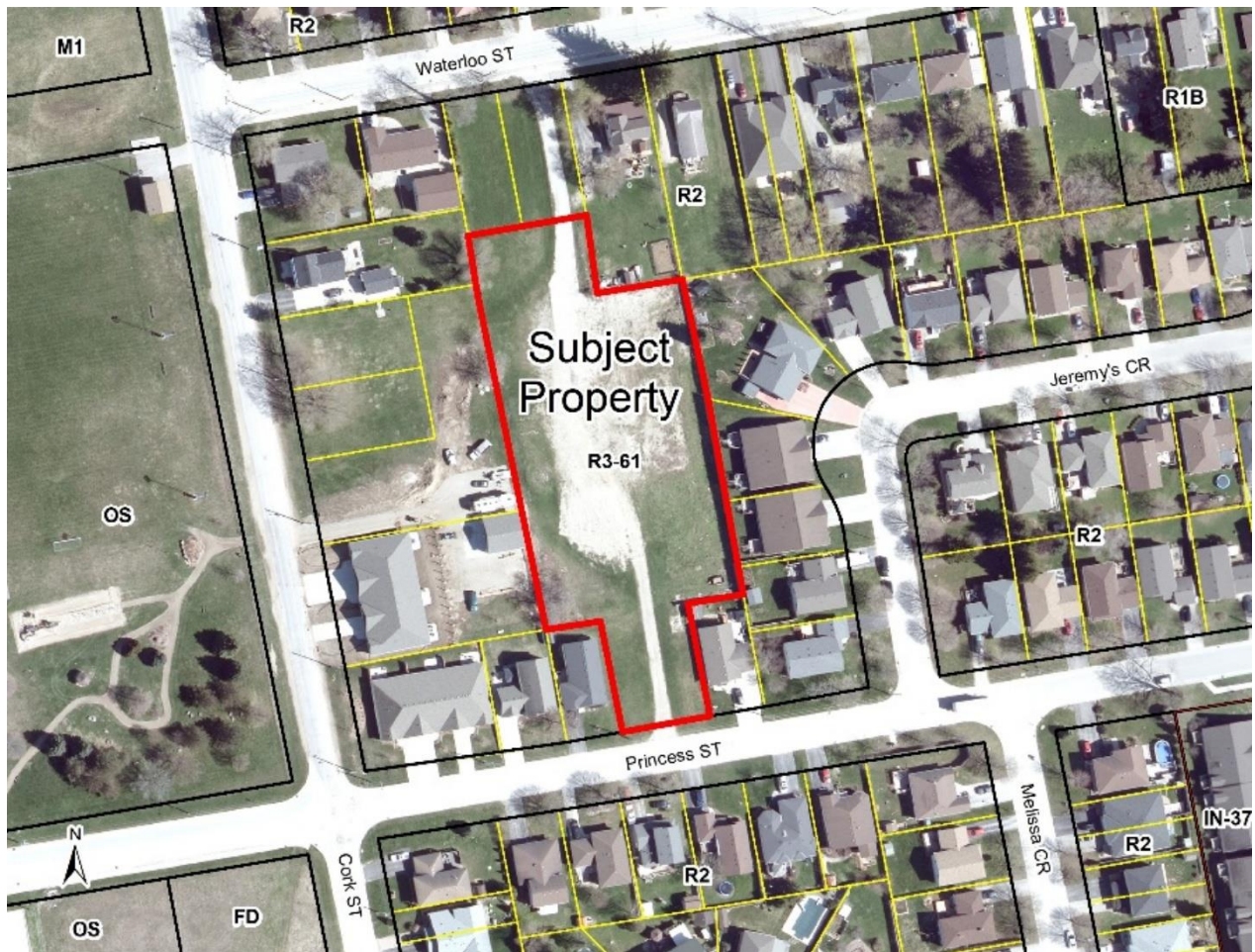
Overall, planning staff's opinion is that the requested variances are minor and appropriate for the use of the lot. The variance meets the general intent of the Official Plan and Zoning By-law. I trust that this information will be of assistance to the Committee when making their decision on this application.

Yours truly,



Zach Prince MCIP RPP
Senior Planner

Attachment 1 – Aerial image of subject property



Attachment 2 – Applicant's site plan



Tammy Pringle

From: Mike Oberle <m.oberle@SVCA.ON.CA>
Sent: Monday, April 28, 2025 10:39 AM
To: Tammy Pringle
Cc: Darren Jones; Steve McCabe
Subject: SVCA comments- A09/25 773 Princess St

Good day Tammy,

This email is further to the email of below regarding the above referenced file.
SVCA staff find the application acceptable. The subject property does not contain any floodplains, watercourses, shorelines, wetlands, valley slopes or other environmental features of interest to SVCA or as per our MOA with the County of Wellington. As such, it is the opinion of SVCA staff that the application is consistent with the Natural Hazard Policies of the PPS, 2024 and the Wellington County Official Plan. Additionally, the property is not subject to Ontario Regulation 41/24, or to the policies of SVCA at this time, and as such, permission from the SVCA is not required for development on the property.

Please inform this office of any decision made by the planning approval authority regarding the application. We respectfully request to receive a copy of the decision and notice of any appeals filed.

Kind regards,
Mike
Michael Oberle
Environmental Planning Technician
Cell: 519-373-4175
1078 Bruce Road 12, PO Box 150, Formosa, ON N0G 1W0
m.oberle@svca.on.ca
www.saugeenconservation.ca

From: Tammy Pringle <tpringle@wellington-north.com>
Sent: April 17, 2025 11:04 AM
Subject: NOTICE OF PUBLIC HEARING FOR MINOR VARIANCE - A09/25 773 Princess St

****[CAUTION]: This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.**

TOWNSHIP OF WELLINGTON NORTH COMMITTEE OF ADJUSTMENT

NOTICE OF PUBLIC HEARING OF APPLICATION FOR MINOR VARIANCE

Planning Act, R.S.O. 1990, Chap.P.13, ss.45 (5)

A09/25

TAKE NOTICE that an application for minor variance, under the above file number has been submitted to the Committee of Adjustment for the Township of Wellington North. The Committee will give consideration to the minor variance application on:

Monday, May 5, 2025 @ 2:00 p.m.

HOW TO JOIN

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

Please click this URL to join. <https://us02web.zoom.us/j/83864963084>

Description: Public Meeting Under the Planning Act

Join by phone:

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

Webinar ID: 838 6496 3084

Or

Attend in person:

Township of Wellington North, Administration Office, Council Chambers
7490 Sideroad 7 West, Kenilworth

THE LOCATION OF THE SUBJECT PROPERTY is described as Wellington North Range S Waterloo St Part Park Lot 9 RP 61R7008 Pt Part 1 and is municipally known as 773 Princess Street, Mount Forest. The property is approximately 0.64 ha (1.6 ac) in size. The location is shown on the map below.

THE PURPOSE AND EFFECT of the application is to provide relief from maximum number units permitted. The proposed variance will permit 33 units to be constructed, in lieu of maximum permitted 32 units. Other variances may be considered where deemed appropriate.

Tammy Pringle

Development Clerk

Township of Wellington North
7490 Sideroad 7 W, PO Box 125

Kenilworth, ON N0G 2E0

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