

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
PUBLIC MEETING MINUTES JULY 14, 2025 AT 2:00 P.M.
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING
[July 14, 2025, Township of Wellington North Council Meeting \(youtube\)](#)

Members Present:

Mayor: Andrew Lennox
Councillors: Sherry Burke (via Zoom)
Lisa Hern (via Zoom)
Steve McCabe
Penny Renken

Staff Present:

Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Executive Assistant to the CAO: Tasha Grafos
Director of Finance: Jeremiah Idialu
Human Resources Manager: Amy Tollefson
Chief Building Official: Darren Jones
Manager of Infrastructure and Engineering: Tammy Stevenson
Manager Environment and Development Services: Corey Schmidt
Manager Recreation Community & Economic Development: Mandy Jones
Community Development Coordinator: Mike Wilson
Planner: Asavari Jadhav-Admane
Planner: Zach Prince

CALLING TO ORDER

Mayor Lennox called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest disclosed.

OWNERS/APPLICANT

ZBA 01/25 Township of Wellington North

LOCATION OF THE SUBJECT LAND

The proposed amendment proposes to amend regulations and provisions that apply to all lands within the Township. Site specific changes are also proposed which may apply to specific properties only.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to provide for Township initiated “housekeeping” amendments to the Comprehensive Zoning By-law. Some of the changes are identified below:

- i) General typographical and mapping corrections.
- ii) Add, revise and update definitions, including commercial motor vehicle, contractor’s yard, fourplex, motor vehicle, parking lot, transport establishment, townhouses (street, cluster, stacked) etc.

- iii) Revise swimming pool setbacks to allow a swimming pool in an exterior side yard.
- iv) Revise outdoor garbage storage regulations to recognize underground storage containers.
- v) Revise home occupation regulations to permit a home occupation within a detached accessory structure.
- vi) Revise wording to clarify parking and driveway requirements.
- vii) Update regulations for accessory dwelling units to reflect the latest Provincial legislation including wording to permit tandem parking in front of a dwelling for an additional dwelling unit.
- viii) Remove holding provision language in various zones and site-specific exceptions where not needed.
- ix) Add a medical clinic as a permitted use in the Commercial (C2) zone.
- x) Add specific regulations for stacked townhouse dwellings to provide further clarity.
- xi) Reduce the minimum landscaped area for residential dwellings.
- xii) Remove parking lots and parking areas as stand-alone permitted uses in certain zones.
- xiii) Remove and/or amend site specific exemptions to remove expired garden suites, former uses, redundant restrictions, and unnecessary wording.
- xiv) Revise zoning maps/schedules to amend zoning on site specific properties to remove former uses, reflect current use of the property, and reflect more up to date environmental mapping.

Please note this is not a complete list and more information can be obtained at the Township office.

NOTICE

Notices were mailed to applicable agencies and posted in the Wellington Advertiser on June 19, 2025.

PRESENTATIONS

Zach Prince presented the Planning Report prepare by Curtis Marshall, Manager of Development Planning, County of Wellington, Township of Wellington North

- Planning Report dated July 2, 2025

CORRESPONDENCE FOR COUNCIL'S REVIEW

Becky Hillyer, Senior Planner, Grey County

- Email dated June 25, 2025 (No Objections)

O'Neil Nembhard, Corridor Management Planner, Ministry of Transportation

- Letter dated June 27, 2025 (No Objections)

Jessica Conroy, Resource Planner, Grand River Conservation Authority

- Letter dated July 9, 2025 (No Objection)

Michael Oberle, Environmental Planning Technician, Saugeen Conservation

- Letter dated July 9, 2025 (No Objection with Provisions Request)

Patrick Huber-Kidby, MVCA,

- Memorandum dated July 11, 2025 (No Objection with Provisions Request)

Adrian Duiker, 6 Duke Street, Arthur

- Letter dated July 12, 2025 (In favour of zoning for this property changing from R1C-7 to R2 Zone)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at a future council meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR COMMENTS/QUESTIONS

No one was present with comments or questions.

COMMENTS/QUESTIONS FROM COUNCIL

Councillor McCabe inquired if there would be public consultations. Mr. Prince advised that this meeting is considered to be public consultation.

Councillor Renken:

- Will apartment buildings require more parking spaces to prevent on street parking. CBO - amendments to parking are for residential units that front onto a street, not apartment buildings that have their own parking lot. The amendment will allow the front yard set back to increase to keep the parking out of the front yard set back and avoid needing a minor variance.
- How will civic addressing be handled for additional dwelling units. CBO – Wellington County handles civic addressing for each lot. It would be the property owner's responsibility to create an A or B for the accessory unit.
- With the reduction in landscaped area from 50% to 30%, could the developer still ask for a variance. Planner - through the provisions any owner or developer can apply for a minor variance. 30% is more standard with other municipalities.
- How are easements for 4-unit townhouses dealt with. CBO - access to middle unit backyards is dealt with at the time of severance, as a condition of the subdivision or part lot control. Easements are put in place at the time the lots are created.

Councillor Burke:

- Concerned with landscaped area reduction from 50% to 30% with regard to snow storage. She would like that revisited.
- How do the setbacks for stacked townhome units compare with what has been passed previously. CBO – cluster townhouse regulations had been used for the stacked townhouses. Landscaped area, parking, etc. remains the same. What was built under site specific will be what will be built moving forward.

Mayor Lennox:

- Are all variations of townhouses covered with the amendment. CBO – they are covered. The additional dwelling units can create confusion of the definition. The amendment will be more likely to fit the variations.
- Landscaped area has had pushback regarding the 6m front yard setback. Is there a way to have a minimum landscaped area to ensure snow storage? CBO – the 6m is needed to fit a vehicle. It is important that staff and Council be aware with subdivisions and hold that minimum front yard setback, recognizing the potential reduced landscaped area, and steer developers towards side yards and rear yards, or building envelope size.
- Is there a way to have a minimum area for properties to ensure enough snow storage? Planner – Reduced landscaped area is often so people can widen their driveways. We could look at reduced driveway width. CBO explained that this is a trickle effect from housekeeping amendments that reduced frontages.

OWNERS/APPLICANT

ZBA 07/25 12375532 Canada Incorporated

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as Survey Crown Part Park Lot 6; RP 60R3069 Part 1 and is municipally known as 341 Smith Street. The subject lands are approximately 0.1 ha (0.24 ac) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the subject lands from Low Density Residential (R1B) Zone to Medium Density Residential (R2) Zone to facilitate the construction of two single detached dwellings with reduced lot area and frontage. A related consent application will be filed with the County of Wellington in the future to create separate lots for proposed residential use.

NOTICE

Notices were mailed to property owners within 120 meters of the subject property as well as the applicable agencies and posted on the subject property on June 18, 2025.

PRESENTATIONS

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

- Planning Report dated July 14, 2025

CORRESPONDENCE FOR COUNCIL'S REVIEW

Danielle Fisher, Risk Management Inspector, Wellington Source Water Protection

- Email dated June 20, 2025 (No Objection)

Jessica Conroy, Resource Planner, Grand River Conservation Authority

- Email dated June 24, 2025 (No Objection)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at a future council meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR COMMENTS/QUESTIONS

Robert Russell, Agent for the Applicant, was present via zoom. Mr. Russell provided a broader context of the property and the adjacent property, 335 Smith St. They are owned by an associated ownership and will be developed in phases. A lot line adjustment last fall to provided extra width to meet certain frontage requirements because the lot line had a jog in it. This will accommodate two single detached lots. There will be a further consent application. This strategy was discussed with town and county staff and it was suggested to do the lot line adjustment then zoning. Once the reduced frontage is in place, then two single detached lots can be created. Reduced frontage is common in other built up areas.

COMMENTS/QUESTIONS FROM COUNCIL

Mayor Lennox expressed concern that the additional narrowing of the lots will exacerbate the snow storage problem, especially on Smith Street, and stated he would be more supportive of a semidetached in this location. The original application was for a single detached dwelling. Mr. Russell stated that he heard concerns regarding snow storage and the lots have over 50% landscaped area in the front. Their applications were always for two single detached lots,

ADJOURNMENT

RESOLUTION: PM-2025-005

Moved: Councillor McCabe

Seconded Councillor Renken

THAT the Public meeting of July 14, 2025, be adjourned at 2:49 p.m.

CARRIED

Signed by:



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MAYOR

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CLERK