

THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD



A G E N D A

Monday September 12, 2022

COMMITTEE OF ADJUSTMENT

7:00 p.m., Council Chambers, Fingal/Via Video Link

-
1. CALL TO ORDER
 2. ADDENDUM TO AGENDA
 3. DISCLOSURE OF PECUNIARY INTEREST
 4. ADOPTION OF MINUTES
 - (a) Minutes of Committee of Adjustment meeting of June 27, 2022
 5. NEW BUSINESS
 - (a) Minor Variance Application MV 2022-06, Eckel C/O. T. Keck, Gray & Fick Ltd, 40205 Longhurst Line
 - (b) Minor Variance Application MV 2022-07, Hiebert, 11645 Sunset Road
 6. ADJOURNMENT



Meeting of the Committee of Adjustment
Monday June 27, 2022
Council Chambers, Fingal/Via Video Link

MEMBERS PRESENT: Chairperson: Mayor Grant Jones
 Members: Deputy Mayor Robert Monteith
 Councillor: Sarah Emons
 Councillor: Justin Pennings

Township Administration Present: Jeff Carswell , Secretary-Treasurer
 Heather James, Planner

In Attendance: Claude Farhat

C of A 2022-18 MOVED BY: Member Emons
 SECONDED BY: Member Monteith

THAT the regular Council meeting adjourn to sit as a
Committee of Adjustment to hear minor variance application
MV 2022-05, filed by Alora Homes (Anthony Caputo) C/O
Claude Farhat at **8:08 p.m.**

CARRIED

Cof A 2022-19 MOVED BY: Member Emons
 SECONDED BY: Member Monteith

THAT the minutes from the Committee of Adjustment
meeting of May 24, 2022 are hereby adopted.

CARRIED

Chairperson Jones called the Committee of Adjustment hearing for Minor Variance Application MV 2022-05 to order. To seek relief from Section 3.26 (a) Minimum Distance from Municipal Drains and Natural Watercourse to permit the construction of a 192.28 square metre footprint area, two-storey single detached dwelling with a reduced setback from 7.5 m to 4.0 m from the centreline of an enclosed municipal drain for the property located at 19 Rea Court .

No members of the Committee declared a disclosure of interest on this application.

The Secretary-Treasurer reported that a sign was posted on property by June 17th , 2022 and notices mailed to property owners within 60 metres on June 12 11th , 2022.

Planner Heather James presented her report to the Committee.

Secretary- Treasurer reported that comments were received from staff indicating they had no concerns. Comments were received from Kettle Creek Conservation Authority, having no objection, as detailed in the Planning Staff Report. No other comments were received.

No questions were asked from the Committee or the public.

C of A 2022-20

MOVED BY: Member Emons

SECONDED BY: Member Pennings

THAT Committee of Adjustment of the Township of Southwold receive Report PLA 2022-18 regarding Minor Variance Application MV 2022-05 – Recommendation Report;

AND THAT Committee of Adjustment of the Township of Southwold approve the proposed Minor Variance Application MV 2022-04, to obtain relief from Section 3.26(a) Minimum Distance from Municipal Drains and Natural Watercourses to permit the construction of a 192.28 square metre footprint area, two-storey single detached dwelling with a reduced setback from 7.5 m to 4.0 m from the centreline of an enclosed municipal tile drain, subject to the following conditions:

1. That the proposed development is substantially in accordance with the Minor Variance MV 2022-05 drawings, as appended to Report PLA 2022-18.

CARRIED

C of A 2022-21

MOVED BY: Member Emons

SECONDED BY: Member Pennings

RESOLVED that the Committee of Adjustment approves Minor Variance Application MV 2022-05, filed by Alora Homes (Anthony Caputo) C/O Claude Farhat a per the attached decision sheet.

CARRIED

Chairperson Jones advised the Committee and the public that the last day for appealing this decision is July 17th, 2022. If you wish to be notified of the decision of the Committee in respect of this application, you must submit a written request to the Township of Southwold Committee of Adjustment. If you are not the applicant, you should request a copy of the decision since it may be appealed to the Ontario Land Tribunal by the applicants or another member of the public.

C of A 2022-12

MOVED BY: Member Monteith

SECONDED BY: Member Pennings

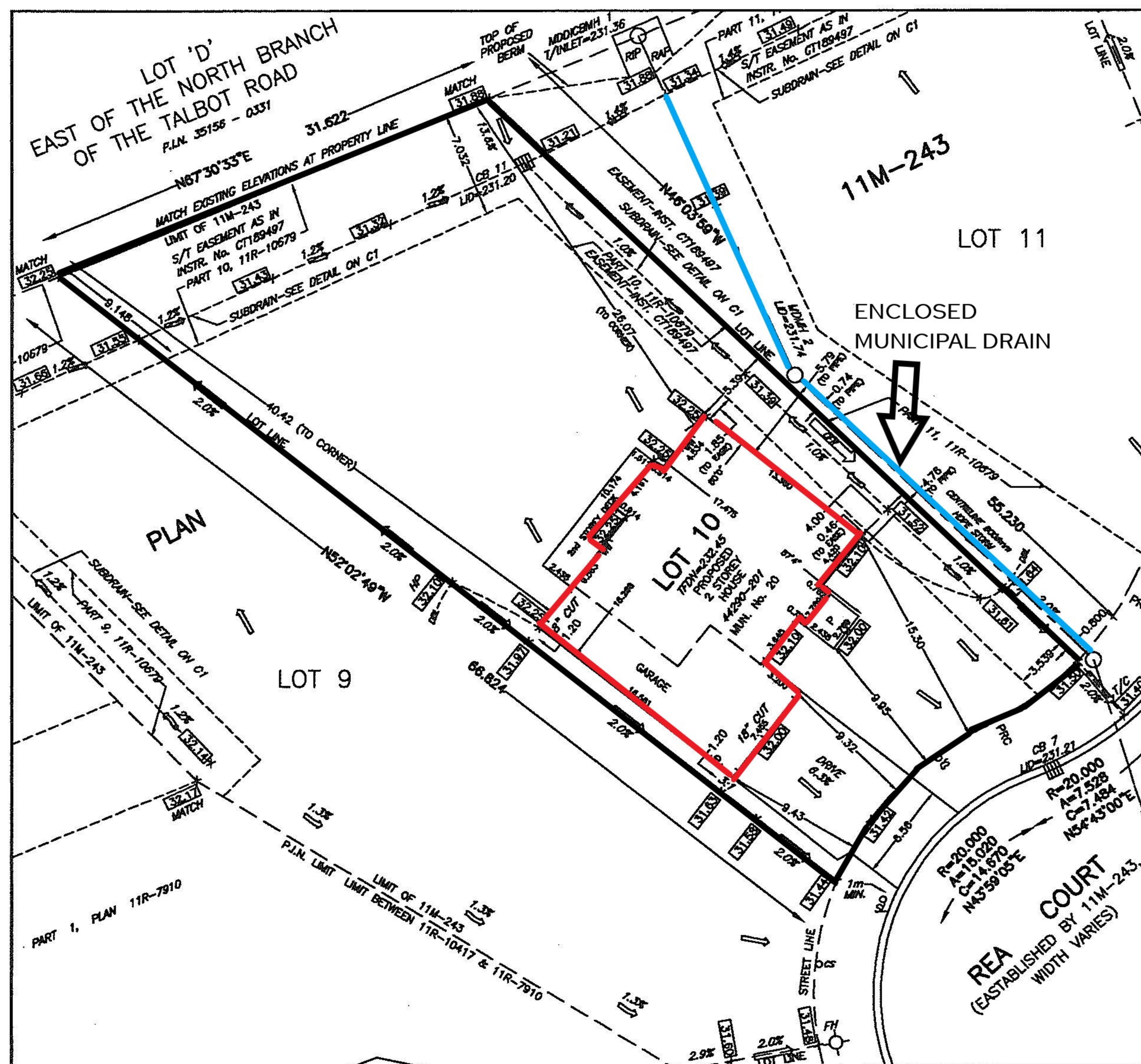
THAT the meeting of the Committee of Adjustment to hear Application MV 2022-05, filed by Alora Homes (Anthony Caputo) C/O Claude Farhat adjourns at **8:15 p.m.** and the regular meeting of council reconvenes.

CARRIED

Chairperson

Secretary-Treasurer

CURRENT FROM
MTE



LOT GRADING PLAN

of all of LOT 10
PLAN 11M-243

in the
TOWNSHIP of SOUTHWOLD
COUNTY OF ELGIN

Scale 1 : 300

2022



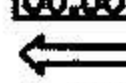
METRIC: DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND
CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

FINISHED FLOOR = 32.74
TOP OF FOUNDATION = MAIN 32.45
UNDERSIDE OF FOOTING = MAIN 29.91
DRIVEWAY ELEV. AT GARAGE ENTRANCE = FRONT 32.00 REAR 32.25
DRIVEWAY SLOPE = 6.3%
BASEMENT WINDOW SILL ELEV. = 31.54
BASEMENT SLAB = 30.14
0.45 (18") CUT TO FINISHED GARAGE FLOOR FROM TFDN MAIN
0.2D (8") CUT TO FINISHED GARAGE FLOOR FROM TFDN MAIN
7'10" FOUNDATION WALL ON 6" FOOTING (MAIN-2.54)

W DENOTES WINDOW
WW DENOTES WINDOW WELL
ADD 200.000 TO OBTAIN
GEODETIC ELEVATIONS

ZONED R1
FRONTAGE = 22.649m
Max. COVERAGE = 40%
Mun. No. 20 REA COURT

AREA of LOT = 1505.041 Sq. m.
AREA of DWELLING = 192.280 Sq. m. (12.78 %)
AREA of GARAGE = 88.610 Sq. m. (5.89 %)
AREA of PARKING = 68.760 Sq. m. (4.57 %)
LANDSCAPED OPEN SPACE = 1155.391 Sq. m. (76.76 %)


 PROPOSED ELEVATION
 DRAINAGE DIRECTION
 SHALE DIRECTION
 EXISTING ELEVATION
 OVERLAND FLOW ROUTE
 DEEPER USE REQUIRED
 CURB STOP
 EASEMENT

NOTE
AIR CONDITIONING UNITS, WOOD DECKS AND PATIOS
ARE OPTIONAL AND ARE SHOWN ON THIS PLAN
FOR THE CONVENIENCE OF THE BUILDER. THEIR
APPEARANCE ON THIS PLAN DOES NOT OBLIGATE
THE BUILDER TO INCLUDE THEM IN CONSTRUCTION.

AREAS INCLUDE PORCHES AND COVERED AREAS

**BUILDER TO CONFIRM SANITARY PDC
ELEVATION PRIOR TO POURING FOOTINGS**

SEALED FOR LOT GRADING DESIGN ONLY
PROJECT NUMBER SBM-

ENGINEERS CERTIFICATE:

I HEREBY CERTIFY THAT THE PROPOSED GRADING AND APPURTENANT DRAINAGE WORKS COMPLY WITH SOUND ENGINEERING DESIGN AND THAT THE PROPOSED GRADING IS IN GENERAL CONFORMITY FOR DRAINAGE AND RELATIVE ELEVATIONS, WITH THE ACCEPTED SUBDIVISION GRADING PLANS FILED WITH THE MUNICIPAL ENGINEER OR ATTACHED TO THE SUBDIVISION AGREEMENT.

NOTE TO BUILDER: THIS CERTIFICATION DOES NOT INCLUDE THE INVESTIGATION OF ANY POTENTIAL UTILITY CONFLICTS WITHIN THE ROAD ALLOWANCE FRONTING AND/OR FLANKING THE SUBJECT LOT, OR THE LOCATION OF A DRIVEWAY CURB CUT IF APPLICABLE, AND IT IS IN THE INTEREST OF THE BUILDER TO CONFIRM UTILITY AND DRIVEWAY LOCATIONS.



123 ST. GEORGE STREET
LONDON, ONTARIO, N6A 3A1
TEL: (519) 204-6510 FAX: (519) 204-6511

Builder : ALORA HOMES

Drawn By : RJC/SM

Checked By : SM

Date : MAY 10, 2022

MTE
File No. - 44290-201

STRIK, BALDINELLI, MONIZ



TOWNSHIP OF SOUTHWOLD

Report to Committee of Adjustment

MEETING DATE: September 12, 2022

PREPARED BY: Tracey Pillon-Abbs, MCIP, RPP, Planner

REPORT NO: PLA 2022-27

**SUBJECT MATTER: Minor Variance Application MV 2022-06 –
Recommendation Report**

Recommendation(s):

THAT Committee of Adjustment of the Township of Southwold receive Report PLA 2022-27 regarding Minor Variance Application MV 2022-06 – Recommendation Report;

AND THAT Committee of Adjustment of the Township of Southwold approve the proposed Minor Variance Application MV 2022-06, to obtain relief from Section 5.2(i) Maximum Lot Coverage to permit the construction of an accessory structure on the subject lands.

Purpose:

The proposal seeks relief from Section 5.2(i) Maximum Lot Coverage to permit the construction of an accessory structure on the subject lands.

The proposed storage facility will be used for the storage of electrical supplies for the use of agricultural building construction as it relates to an agricultural service establishment.

Background:

Below is background information from the application in a summary chart:

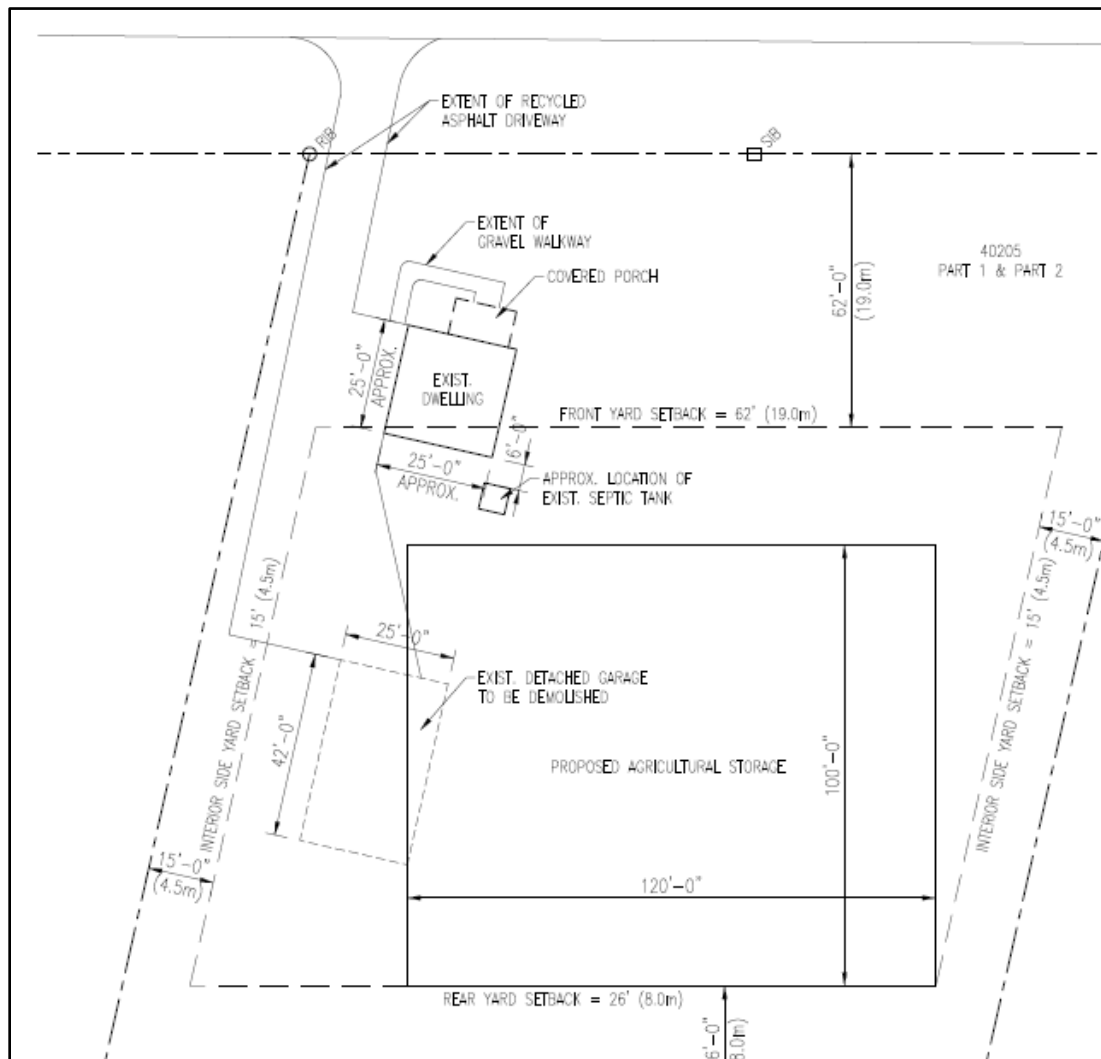
Application	MV 2022-06
Owner/Applicant	Brad and Jessica Eckel
Agent	Taylor Keck – Gray & Fick Ltd.
Legal Description	Pt Lot F, Con NWNBTR
Civic Address	40205 Longhurst Line
Entrance Access	Longhurst Line
Water Supply	Municipal water supply

Sewage Supply	Private Sewer System
Use of Property	Existing: residential Proposed: residential and agricultural storage
Buildings	Existing: single detached dwelling and detached garage Proposed: existing detached garage to be removed and a new 36.57 m x 30.48 m (120ft x 100ft), 9.0 m (29 ft) accessory structure (storage building) constructed
Existing Lot Area	0.40 ha (0.99 ac)
Existing Lot Frontage	60.96 metres (200 feet)
Existing Lot Depth	67.06 metres (220 feet)
Official Plan Land Use Designation	Agricultural Area (Schedule 4)
Zoning Category	Agricultural 1 (A1) (Schedule A, Map 4)

Figure One below depicts the existing parcel (see the area in yellow).



Figure Two below is an excerpt of the site plan submitted:



Comments/Analysis:

Planning Policy Review:

Provincial Policy Statement

Under Section 3(5) of the *Planning Act*, the Township "shall be consistent with" matters of provincial interest as set out in the Provincial Policy Statements (PPS).

Section 1.1.5.4 of the PPS states that Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses (Section 2.3.3.1).

The rural landscape is not impacted. Therefore, this proposed Minor Variance is consistent with the PPS.

County of Elgin Official Plan

The subject lands are designated Agricultural Area as shown on Schedule 'A' Land Use in the County of Elgin Official Plan (CEOP).

Section C2.1 (c) of the CEOP states that the objective is to protect the County's prime agricultural area from fragmentation, development and land uses unrelated to agriculture.

The agricultural area will be unchanged. Therefore, this proposed Minor Variance conforms to the CEOP.

Southwold Official Plan

The subject lands are designated Agricultural Area as shown on Schedule '4' Land Use in the Southwold Official Plan (OP).

Section 5.1.2.1 of the OP states that agricultural uses have the highest priority in designated Agricultural Areas. Non-agricultural uses are discouraged and should be located in Settlement Areas, Hamlets or other appropriate designations to help preserve agricultural land and to prevent conflict between farm and non-farm uses.

The use of an accessory structure for agricultural building construction as it relates to an agricultural service establishment is permitted. Therefore, this proposed Minor Variance conforms to the OP.

Southwold Zoning By-law

The subject lands are zoned Agricultural 1 (A1) on Schedule 'A', Map 4 in the Southwold Zoning By-law (ZBL).

Permitted uses in the A1 zone include agricultural uses and single detached dwellings.

Section 5.2(i) Maximum Lot Coverage requires that the maximum lot coverage for a reduced lot in the A1 zone is 20%. The application is to request an increase of the maximum lot coverage to 30% to permit the construction of an accessory structure on the subject lands. This will result in a difference of 10%.

All other A1 zone requirements are proposed to comply.

The use of an accessory structure for agricultural building construction as it relates to an agricultural service establishment is permitted. Therefore, this proposed Minor Variance complies with the ZBA, subject to the approval of the required relief for an increase in lot coverage.

Four Tests Of The Minor Variance:

Section 45(1) of the *Planning Act* gives the authority of granting minor relief from the provisions of the Zoning By-law to the Committee of Adjustment. Such relief can only be granted if the Minor Variance passes four tests. If the Committee is not satisfied with all four tests, then the Minor Variance cannot be approved.

1. Does the variance maintain the intent and purpose of the Township of Southwold Official Plan?

Yes. The subject lands are designated to permit the proposed structure.

2. Does the variance maintain the intent and purpose of the Township of Southwold Zoning By-law?

Yes. The subject lands are zoned to permit the proposed structure.

3. Is the variance requested desirable for the appropriate and orderly development and use of the lands and buildings?

Yes. The variance will enable the owner to construct the desired accessory structure. There are no immediate properties where privacy would be impacted.

4. Is the variance minor in nature?

Yes. The meaning of 'minor' is not based on a specific number, where a difference in the number of feet determines whether or not the development is acceptable. It is more appropriate to base this test on the degree of the potential impact on neighbouring property owners, the environment, and the municipal, County, or provincial functions. The impact from the proposed variance is negligible with respect to the environment, functions and surrounding property owners.

Circulation Of The Application:

The application was circulated to the applicable Commenting Agencies, Township Departments and neighboring property owners within 60 metres of the subject land prior to the public hearing (minimum 10 days required).

Additional information related to the application is available on the website:

www.southwold.ca/current-planning-applications

Staff Comments

The application was circulated to Township staff for comments. Staff indicated they had no concerns with the proposed application.

Agency Comments

Comments received from applicable commenting agencies at time of writing of this report, as summarized below:

- Kettle Creek Conservation Authority
 - We confirm that the above properties are not affected by natural hazard regulations of the Conservation Authorities Act.
- Bell Canada
 - Bell Canada kindly requests to always be circulated on any future materials related to this development project or infrastructure/policy initiative.
- County of Elgin
 - No concerns.

Public Comments

At the time of submission of this report, no written comments from the public have been received related to the Minor Variance.

Financial Implications:

None. Application fees were collected in accordance with the Township's Tariff of Fees By-law, as amended time to time.

Strategic Plan Goals:

The above recommendation helps the Township meet the Strategic Plan Goal of:

☒ Promoting residential, agricultural, commercial, and industrial development by ensuring policies and services are in place to support growth in The Township of Southwold.

- ☐ Promoting a healthy, naturally beautiful, and community-oriented municipality by encouraging and supporting involvement of volunteer organizations wishing to provide cultural and recreational activities in the Township of Southwold.
- ☐ Providing improved transportation and a strong commitment to asset management with a goal of maintaining the Township's infrastructure in the promotion of public safety
- ☐ Exercising good financial stewardship in the management of Township expenditures and revenues.
- ☒ Promoting public engagement, transparent government, and strong communications with all members of the community across various mediums for the strengthening of civic participation.

Summary/Conclusion:

The application has been assessed for appropriateness with regard to existing policy, and the impact of the proposal on the surrounding land uses. The application maintains the intent and purpose of the Official Plan and Zoning By-law, is desirable for the appropriate and orderly development and use of the lands and buildings and is minor in nature. Therefore, the minor variance application satisfies the four tests pursuant to Section 45(1) of the *Planning Act* and constitutes good land use planning.

Planning Staff recommends that the request for Minor Variance be approved, subject to no concerns being raised through any oral and written submissions being received since the writing of this report and at the public hearing.

Once a Committee of Adjustment decision is made, Notice will be sent to those who have requested a copy and/or attended the public hearing.

There will be a 20 day appeal period from the Decision in which the Notice will be sent out within 10 days of the Decision. Any appeals received by the Township of Southwold will be forwarded to the Ontario Land Tribunal for a hearing, in accordance with the *Planning Act*.

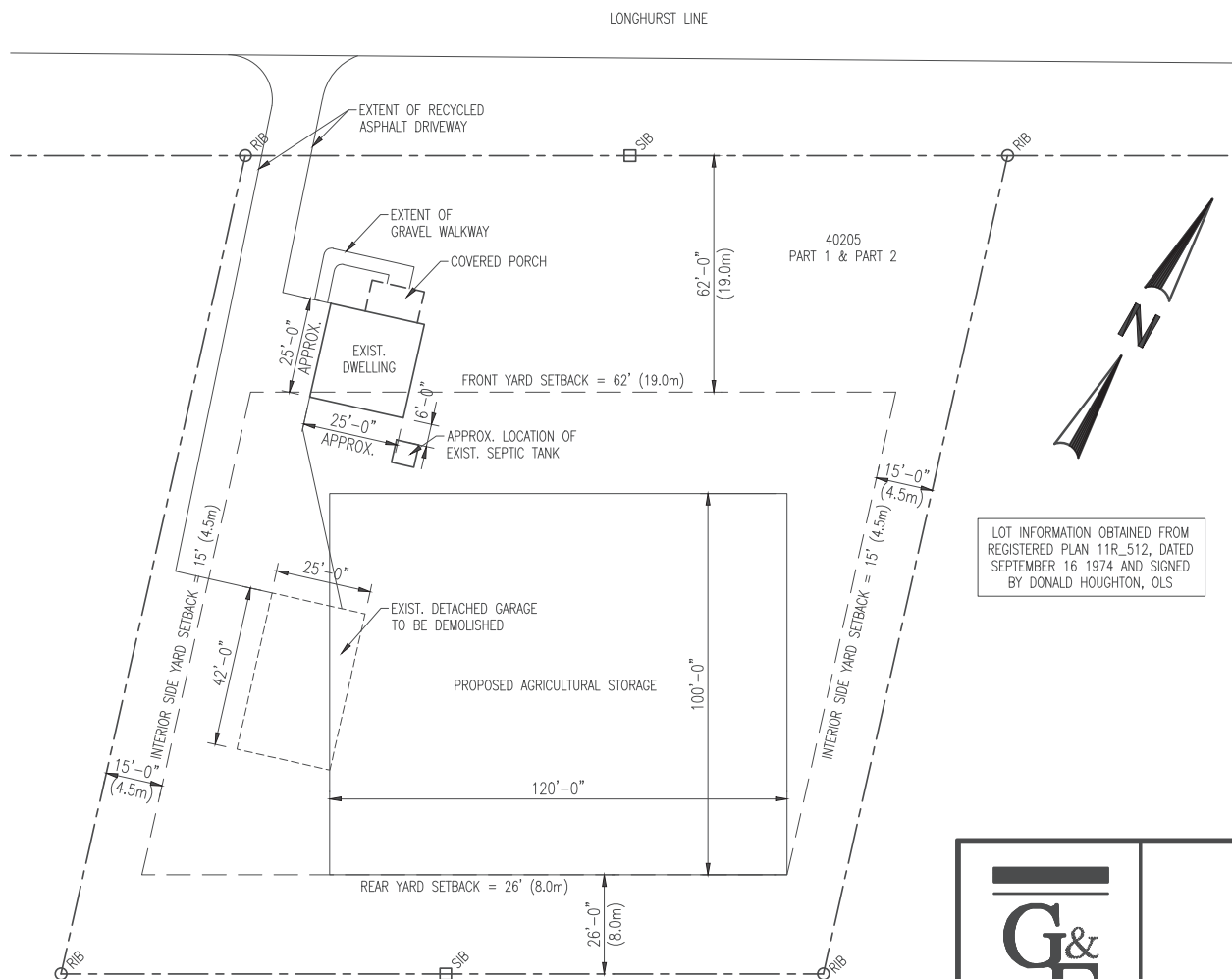
Respectfully submitted by:
Tracey Pillon-Abbs, MCIP, RPP
Planner
"Submitted Electronically"

Approved for submission by:
Jeff Carswell
CAO/Clerk
"Approved electronically"

Appendices:

1. Appendix One: Minor Variance Application MV 2022-06 Sketch

PLA 2022-27 Report Appendix One: Sketch



Site Plan

Scale : $\frac{1}{32}'' = 1'-0''$



Key Plan

Scale : N.T.S.

LOT INFORMATION OBTAINED FROM REGISTERED PLAN 11R_512, DATED SEPTEMBER 16 1974 AND SIGNED BY DONALD HOUGHTON, OLS



No.	Revisions	By	Date
GRAY AND FICK LTD. • CONSULTING STRUCTURAL ENGINEERS 309 CONSORTIUM COURT, LONDON, ONT. N6E 2S8 (519)661-6475			
Drawn by	T.KECK	Project Name	MINOR VARIANCE - 40205 LONGHURST LN. SOUTHWOLD ONTARIO
Scale	AS NOTED	Drawing Title	PROPOSED SITE PLAN
Date	AUGUST 2022		
Job No.	3655		
			Drawing No. S1



TOWNSHIP OF SOUTHWOLD

Report to Committee of Adjustment

MEETING DATE: September 12, 2022

PREPARED BY: Tracey Pillon-Abbs, MCIP, RPP, Planner

REPORT NO: PLA 2022-32

**SUBJECT MATTER: Minor Variance Application MV 2022-07 –
Recommendation Report**

Recommendation(s):

THAT Committee of Adjustment of the Township of Southwold receive Report PLA 2022-32 regarding Minor Variance Application MV 2022-07 – Recommendation Report;

AND THAT Committee of Adjustment of the Township of Southwold approve the proposed Minor Variance Application MV 2022-07, to obtain relief from Section 5.2(e) Minimum Side Yard to decrease the required minimum interior side yard from 4.5 m to 1.63 m to permit the construction of a proposed single detached dwelling on the subject lands.

Purpose:

The proposal is to seek relief from Section 5.2(e) Minimum Side Yard to decrease the required minimum interior side yard setback from 4.5 m to 1.63 m.

It is proposed to construct a new single detached dwelling on the subject lands.

Background:

Below is background information from the application in a summary chart:

Application	MV 2022-07
Owner/Applicant	Abram Hiebert
Agent	None
Legal Description	Part Lot 46, Con WNBTR
Civic Address	11645 Sunset Road
Entrance Access	Sunset Road
Water Supply	Municipal water supply

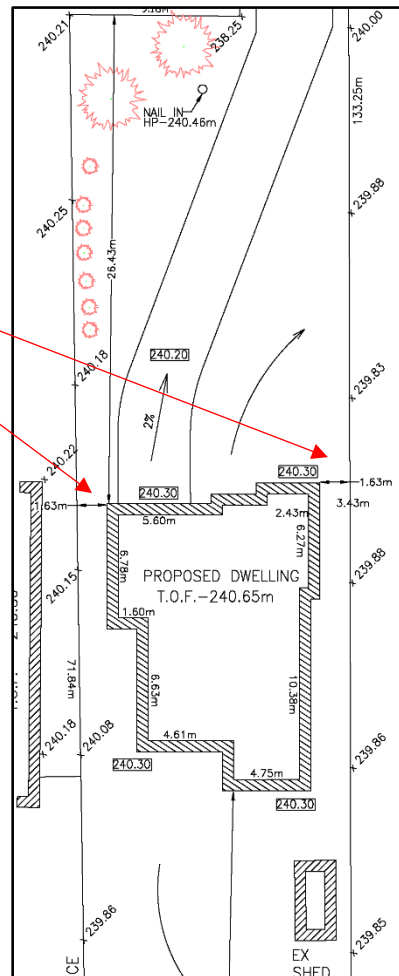
Sewage Supply	Private Sewer System
Use of Property	Existing: residential Proposed: residential
Buildings	Existing: single detached dwelling (removed) and existing accessory structure Proposed: single detached dwelling (new)
Existing Lot Area	2,229.67 m ² (24,000 ft ²), irregularly shaped lot
Existing Lot Frontage	6.096 metres (20 feet)
Existing Lot Depth	133.25 metres (437.17 feet)
Official Plan Land Use Designation	Agricultural Area (Schedule 4)
Zoning Category	Agricultural 1 (A1) (Schedule A, Map 4)

Figure One below depicts the existing parcel (see the area in yellow).



Figure Two below is an excerpt of the site plan submitted:

Relief required



Comments/Analysis:

Planning Policy Review:

Provincial Policy Statement

Under Section 3(5) of the *Planning Act*, the Township "shall be consistent with" matters of provincial interest as set out in the Provincial Policy Statements (PPS).

Section 1.1.5.4 of the PPS states that Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses (Section 2.3.3.1).

The rural landscape is not impacted. Therefore, this proposed Minor Variance is consistent with the PPS.

County of Elgin Official Plan

The subject lands are designated Agricultural Area as shown on Schedule 'A' Land Use in the County of Elgin Official Plan (CEOP).

Section C2.1 (c) of the CEOP states that the objective is to protect the County's prime agricultural area from fragmentation, development and land uses unrelated to agriculture.

The agricultural area will be unchanged. Therefore, this proposed Minor Variance conforms to the CEOP.

Southwold Official Plan

The subject lands are designated Agricultural Area as shown on Schedule '4' Land Use in the Southwold Official Plan (OP).

Section 5.1.2.1 of the OP states that agricultural uses have the highest priority in designated Agricultural Areas. Non-agricultural uses are discouraged and should be located in Settlement Areas, Hamlets or other appropriate designations to help preserve agricultural land and to prevent conflict between farm and non-farm uses.

The proposed use is permitted. Therefore, this proposed Minor Variance conforms to the OP.

Southwold Zoning By-law

The subject lands are zoned Agricultural 1 (A1) on Schedule 'A', Map 4 in the Southwold Zoning By-law (ZBL).

Permitted uses in the A1 zone include agricultural uses and single detached dwellings.

Section 5.2(e) Minimum Side Yard requires that the interior side yard setback be a minimum of 4.5 m. The application requests a decrease of the minimum interior side yard setback to 1.63 m to permit the construction of a new single detached dwelling on the subject lands. This will result in a difference of 2.87 m and applies to both sides of the proposed single detached dwelling. The south side acknowledges the legal non-conforming setback where the previous dwelling was located, and the north side creates the new reduced setback for the new dwelling.

All other A1 zone requirements are proposed to comply.

There was a previous dwelling with a similar side yard setback. Therefore, this proposed Minor Variance complies with the ZBA, subject to the approval of the required relief for an increase in lot coverage.

Four Tests Of The Minor Variance:

Section 45(1) of the *Planning Act* gives the authority of granting minor relief from the provisions of the Zoning By-law to the Committee of Adjustment. Such relief can only be granted if the Minor Variance passes four tests. If the Committee is not satisfied with all four tests, then the Minor Variance cannot be approved.

1. Does the variance maintain the intent and purpose of the Township of Southwold Official Plan?

Yes. The subject lands are designated to permit the proposed single detached dwelling.

2. Does the variance maintain the intent and purpose of the Township of Southwold Zoning By-law?

Yes. The subject lands are zoned to permit the proposed single detached dwelling.

3. Is the variance requested desirable for the appropriate and orderly development and use of the lands and buildings?

Yes. The variance will enable the owner to construct the desired single detached dwelling. This is a replacement of a previous single detached dwelling with similar setbacks.

4. Is the variance minor in nature?

Yes. The meaning of 'minor' is not based on a specific number, where a difference of a number of feet determines whether or not the development is acceptable. It is more appropriate to base this test on the degree of the potential impact on neighbouring property owners; the environment; and the municipal, County, or provincial functions. The impact from the proposed variance is negligible with respect to the environment, functions and surrounding property owners. The subject lands are irregularly shaped and are unique as it is very narrow.

Circulation Of The Application:

The application was circulated to the applicable Township Departments, Commenting Agencies, and neighboring property owners within 60 metres of the subject land (minimum 10 days required).

Additional information related to the application is available on the website:

www.southwold.ca/current-planning-applications

Staff Comments

The application was circulated to Township staff for comments. Staff indicated they had no concerns with the proposed application.

Agency Comments

Comments received from applicable commenting agencies at time of writing of this report, as summarized below:

- Bell Canada
 - Bell Canada kindly requests to always be circulated on any future materials related to this development project or infrastructure/policy initiative.
- Kettle Creek Conservation Authority
 - We confirm that the above properties are not affected by natural hazard regulations of the Conservation Authorities Act.

Public Comments

At the time of submission of this report, no written comments from the public have been received related to the Minor Variance.

Financial Implications:

None. Application fees were collected in accordance with the Township's Tariff of Fees By-law, as amended time to time.

Strategic Plan Goals:

The above recommendation helps the Township meet the Strategic Plan Goal of:

☒ Promoting residential, agricultural, commercial, and industrial development by ensuring policies and services are in place to support growth in The Township of Southwold.

- ☐ Promoting a healthy, naturally beautiful, and community-oriented municipality by encouraging and supporting involvement of volunteer organizations wishing to provide cultural and recreational activities in the Township of Southwold.
- ☐ Providing improved transportation and a strong commitment to asset management with a goal of maintaining the Township's infrastructure in the promotion of public safety
- ☐ Exercising good financial stewardship in the management of Township expenditures and revenues.
- ☒ Promoting public engagement, transparent government, and strong communications with all members of the community across various mediums for the strengthening of civic participation.

Summary/Conclusion:

The application has been assessed for appropriateness with regard to existing policy, and the impact of the proposal on the surrounding land uses. The application maintains the intent and purpose of the Official Plan and Zoning By-law, is desirable for the appropriate and orderly development and use of the lands and buildings and is minor in nature. Therefore, the minor variance application satisfies the four tests pursuant to Section 45(1) of the *Planning Act* and constitutes good land use planning.

Planning Staff recommends that the request for Minor Variance be approved, subject to no concerns being raised through any oral and written submissions being received since the writing of this report and at the public hearing.

Once a Committee of Adjustment decision is made, Notice will be sent to those who have requested a copy and/or attended the public hearing.

There will be a 20 day appeal period from the Decision in which the Notice will be sent out within 10 days of the Decision. Any appeals received by the Township of Southwold will be forwarded to the Ontario Land Tribunal for a hearing, in accordance with the *Planning Act*.

Respectfully submitted by:
Tracey Pillon-Abbs, MCIP, RPP
Planner
"Submitted electronically"

Approved for submission by:
Jeff Carswell
CAO/Clerk
"Approved electronically"

Appendices:

1. Appendix One: Minor Variance Application MV 2022-07 Sketch

PLA 2022-32 Report Appendix One: Sketch

