



NOTICE OF STATUTORY PUBLIC MEETING

Minor Variance Application A-17/25

40 Oakwood Drive

TAKE NOTICE that the Council (the “Committee”) for The Corporation of the Township of North Dumfries (the “Township”) will be considering the following proposed Minor Variance to General Zoning By-law 689-83 under Section 45 of the *Planning Act*, R.S.O. 1990, c. P.13. The Meeting will be convened on **Tuesday September 23rd, 2025, at 6:00 pm.**

Please note that this will be a hybrid Committee Meeting. Interested members of the Public have the option of either attending the Meeting in-person or alternatively to connect to the meeting through a virtual electronic platform.

Information in terms of how to register and participate through the virtual meeting platform, if that engagement option is selected, is included as Appendix ‘A’ to this Notice. Please refer to Appendix ‘A’ so that you can be engaged and have the ability to directly participate in this upcoming Statutory Public Meeting if you wish to participate in the Meeting through a remote connection.

Application(s)	Minor Variance A-17/25
Related Application(s)	N/A
Owner(s):	Parry Herteis
Applicant / Agent	Clinton Archer
Legal Description:	Lot 39 Plan 1204; North Dumfries
Civic Address:	40 Oakwood Drive
Assessment Roll No.:	300103000421700
<u>Public Meeting:</u>	<u>Tuesday September 23, 2025, at 6:00 pm</u>
Location:	For In-Person Participation: 2958 Greenfield Road, North Dumfries Community Complex, Dumfries Room, Ayr For Virtual Participation: See Appendix “A” as to how to participate in the virtual meeting.

Purpose of Statutory Public Meeting:

The purpose of the Public Meeting is to present background information and to receive public and agency input on the proposal. Any person may participate in the hybrid Statutory Public Meeting by attending in-person or virtually (see Appendix A to this Notice for directions to participate virtually) and/or provide written comments on the proposal and/or may make verbal representation at the time of the meeting.

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Location & Property Context:

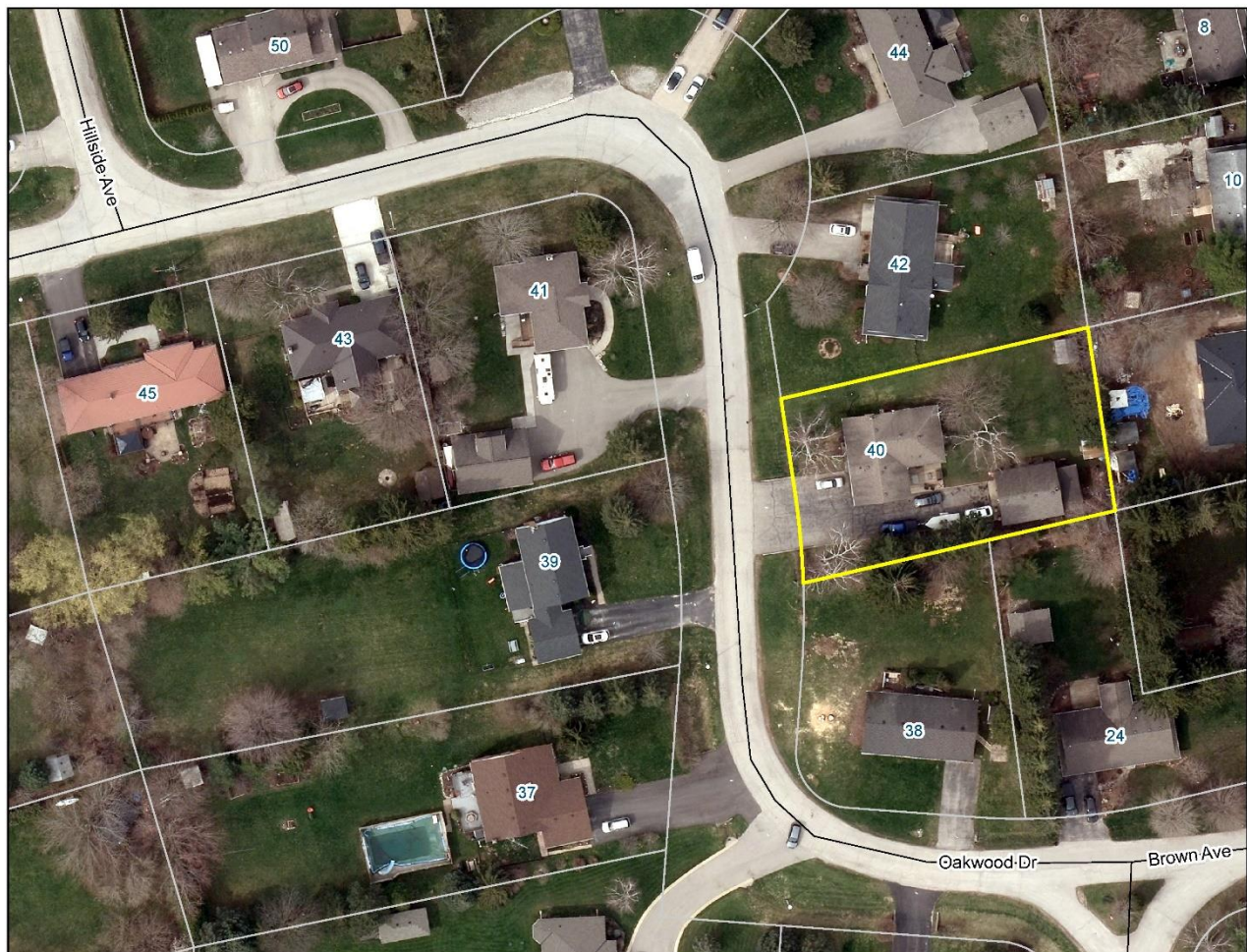
The subject property is located on the east side of Oakwood Drive, within the Brown's Settlement Area in North Dumfries. Surrounding land uses consist primarily of rural residential lots, with agricultural and mineral aggregate uses located nearby outside of the Settlement Area.

The property is approximately 0.16 hectares (1,578 m²) in size, with a frontage of 15.24 metres onto Oakwood Drive.

The property is currently developed with a one-storey single detached dwelling, a detached garage (accessory building), and a storage shed. The property is serviced by a private well and septic system.

The location of the subject property is shown in Figure 1 below (yellow boundary).

Figure 1: Location of Property



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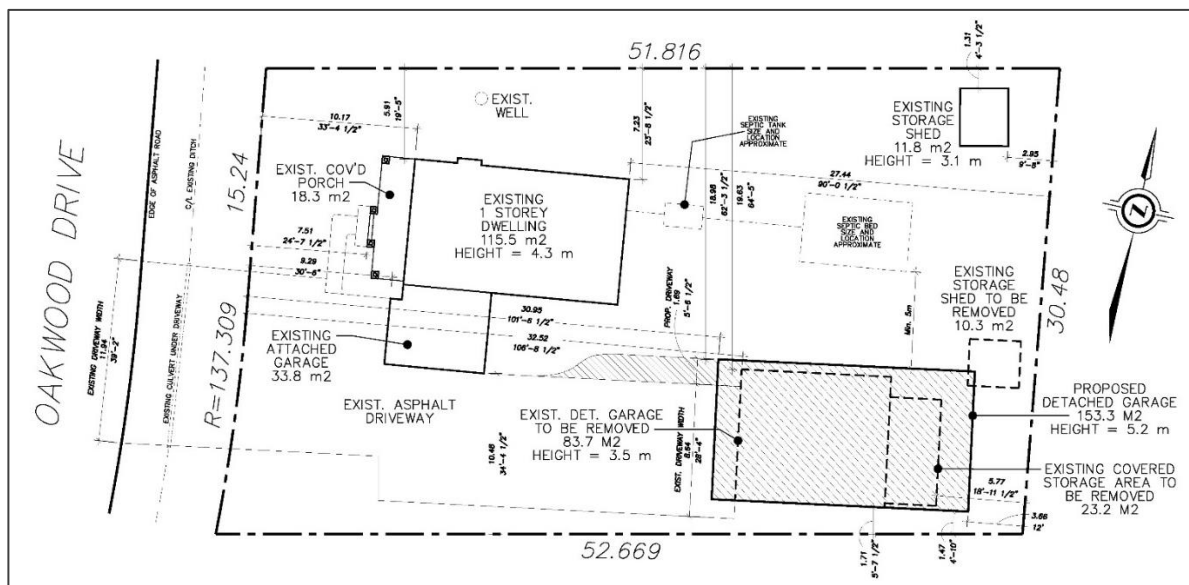
Purpose and Effect of the Planning Application:

The purpose of the proposed minor variance application is to facilitate the construction of a new 1-storey detached garage, which will replace the existing detached garage that currently exists on the subject property.

The proposed detached garage (accessory building) will have an approximate height of 5.2 metres, be 16.76 m x 9.14 m (55 feet x 30 feet) in size, and have a floor area of 153.3 m² (± 1162.5 square feet).

A concept plan showing the proposed development (new detached garage) is provided below.

Figure 2: Concept Plan



The property is zoned 'Z.3 – Rural Residential' (Zone 3) under General Zoning By-law 689-83, and Accessory Buildings are a permitted use within this zoning classification.

For properties zoned Z.3 – Urban Residential (Zone 3), the Zoning By-law permits a maximum total floor area of 4% for all accessory buildings on a lot. This 4% requirement is based on the percentage of total lot coverage. The proposal would result in a combined accessory building floor area of approximately 165.1 m² (11.8 m² existing shed, and the new 153.3 m² detached garage), which equates to a lot coverage of 11% (rounded up to the nearest whole number).

As such, a Minor Variance is required to permit the proposed development of the new detached garage.

The following minor variance is being requested by the Owner/Applicant from General Zoning By-law 689-83:

1. Section 8.3.7(a) of General Zoning By-law 689-83 permits a maximum floor area of 4% for all accessory buildings located on the property. The owner seeks relief from this provision to permit a maximum combined floor area of 11% for all accessory buildings on the lot.

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For More Information:

Members of the Public are encouraged to contact Township Staff for more information about the proposed planning application, and/or, to learn more about the Public Meeting process and how to be engaged in the review / decision making process.

Technical reports/drawings submitted by the Applicant in support of the proposed Minor Variance Application have been posted onto the Township's "Current Planning Applications" webpage [www.northdumfries.ca/doing-business/planning/current-planning-applications]. To view and/or download these reports, please access the Planning home page and follow the link to current planning applications. "40 Oakwood Drive" will be one of the listed current planning applications on this webpage.

For more information about this matter, including information about appeal rights, please contact Brock Linklater, Senior Planner, via E-Mail: blinklater@northdumfries.ca or Phone: (519) 632-8800 ext. 129, during regular business hours (Monday to Friday, between 8:30 am and 4:30 pm).

Important Information About Making a Submission and Appeals

If you wish to be notified of the Committee of Adjustment's decision for the proposal, you must make a written request to the Secretary-Treasurer of the Committee of Adjustment (Township of North Dumfries, 106 Earl Thompson Road, 3rd Floor, P.O. Box 1060, Ayr, Ontario N0B 1E0) or via Email: clerk@northdumfries.ca.

Only the applicant, the Minister or a specified person or public body that has an interest in the matter may file an appeal within 20 days of the making of the decision. If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed application does not make an oral or written submission to the Committee of Adjustment before it gives or refuses to give an approval, the Ontario Land Tribunal may dismiss the appeal.

Please note that under the Freedom of Information and Protection of Privacy Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in the submission will become part of the public record files for this matter and will be released, if requested, to any person.

Providing Comments and Requesting Further Notification:

The purpose of the Statutory Public Meeting is to present information and to receive input on the proposal. Any person or agency may attend the meeting in-person or virtually, provide written comments on the proposal and/or may make a verbal representation in-person or virtually at the time of the meeting.

You may provide comments about the proposed planning application in writing to the Township. Any comments received **on or before 4:30 p.m. Tuesday September 23rd, 2025** will be presented at the Public Meeting. Any comments received after the meeting, but prior to the Committee of Adjustment making a decision on the planning application, will be considered in a future Report to Committee on the disposition of this matter.

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This information is collected and maintained for creating a record that is available to the public. Please note that while the Township may redact personal information such as your email addresses and phone number, your submissions will otherwise be made public in its entirety.

If you wish to be notified of future meetings, reports or a decision regarding this application, please:

- Submit a written request, noting that you wish to be kept informed, to the Township of North Dumfries Planning Department, 106 Earl Thompson Road, 3rd Floor, P.O. Box 1060, Ayr, ON, N0B 1E0.
- Email your request noting that you wish to be kept informed to Brock Linklater, Senior Planner at blinklater@northdumfries.ca.

Dated: September 2, 2025

APPENDIX A

PARTICIPATION IN A HYBRID STATUTORY PUBLIC MEETING

The Committee of Adjustment meeting scheduled for September 23rd, 2025, to deal with Minor Variance Application A-17/25 will be a hybrid-format meeting where members of the Public can decide whether to view or participate in-person, or virtually.

HOW TO PARTICIPATE

If you decide to attend the Statutory Public Meeting virtually rather than in-person, you can view or participate in the meeting as follows:

Below is information on how you can submit comments, view or participate in the meeting. You may also contact the Committee of Adjustment Secretary-Treasurer by sending an email to clerk@northdumfries.ca or by phone at 519-632-8800 ext. 130 if you have any questions.

HOW TO PARTICIPATE

If you decide to attend the Statutory Public Meeting virtually rather than in-person, you can view or participate in the meeting as follows:

1. Watch the livestream via the Township of North Dumfries YouTube page. Members of the public are invited to view this public meeting electronically by accessing the meeting's stream at: <https://calendar.northdumfries.ca/council>. Under the Video column, click on the link for the meeting date that you wish to watch. Note – you do not need a YouTube account to watch the livestream. You cannot directly participate in the Public Meeting via the livestream YouTube feed. This is for viewing only.
2. To participate directly in the Public Meeting, please **REGISTER** with the Committee of Adjustment Secretary-Treasurer **on or before 5 pm on September 23rd, 2025**. To register, please email clerk@northdumfries.ca or phone 519-632-8800 ext.130. When registering you must provide your name, phone number, email address and the application number you would like to comment on. Once you are registered, the Committee Secretary-Treasurer will forward information on how to connect to the Zoom meeting (i.e. Zoom meeting link or conference call number).

If you are unsure whether or not you would like to speak at the Public Meeting but want to listen and have the option to comment on a particular application, please register with the Committee Secretary-Treasurer. You will not be required to speak if you do not want to.

3. If you would like to comment on a particular application but are not available to attend the Public Meeting virtually, you can submit a letter by mail; deliver the letter to the Township Municipal Office (there is a drop box outside the main entry door); or, submit an email to clerk@northdumfries.ca. Any correspondence submitted will be provided to the Committee of Adjustment and will form part of the public record.