



**NOTICE OF STATUTORY PUBLIC MEETING**  
**Minor Variance Application A-02/26**  
**1661 Morrison Road, Township of North Dumfries**

**TAKE NOTICE** that the Council (the “Committee”) for The Corporation of the Township of North Dumfries (the “Township”) will be considering a Minor Variance Application (File No. A-02/26) 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, February 24<sup>th</sup>, 2026, at 6:00 pm.**

**This Meeting 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.

<b>Application(s)</b>	<b>Minor Variance Application A-02/26</b>
Related Application(s)	SP-01-26
Owner(s):	Moura Family Holdings Ltd. (Carlos Moura)
Applicant / Agent	Andrew Head (DSH Planning Consultants)
Legal Description:	Pt Lt G, Con 7, Beverly Pt 1 67R928; North Dumfries
Civic Address:	1661 Morrison Road, Township of North Dumfries
Assessment Roll No.:	300105000718701
<b><u>Public Meeting:</u></b>	<b><u>Tuesday, February 24, 2026, at 6:00 pm</u></b>
Location:	<b>In-Person Participation:</b> 2958 Greenfield Road, North Dumfries Community Complex, Dumfries Room, Ayr <b>Virtual Meeting Participation:</b> 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 municipally addressed as 1661 Morrison Road, in the Township of North Dumfries. The subject lands are located on Morrison Road, on the inside of the Morrison Road curve, approximately 150 m north of the intersection of Morrison Road and Dundas Street South. The property has frontage on Morrison Road along both its north and west lot lines. The Township's municipal boundary with the City of Cambridge is located immediately west of the subject property, on the opposite side of Morrison Road.

The subject property is approximately 0.8 ha (8,061 m<sup>2</sup>) in area, with approximate lot frontages of 55.1 metres along Morrison Road (west lot line) and 123.5 metres along Morrison Road (north lot line).

The subject property contains an existing industrial building with warehouse and associated showroom space (custom cabinetry/woodworking), having an approximate building footprint of 1,654 m<sup>2</sup>. The property is serviced by a private well and septic system. Surrounding land uses consist primarily of industrial, rural residential, and agricultural uses.

A location map of the subject property is included below for context.

**Figure 1: Location Map**



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**Purpose and Effect of the Planning Applications:**

The purpose of the proposed Minor Variance application is to facilitate a 951 square metre (10,236.5 sq. ft.) building addition to the existing 1,654 square metre (17,804 sq. ft.) industrial building located on the subject property. Following the proposed building addition, the expanded industrial building would have a total building footprint of approximately 2,605 square metres (28,040 sq. ft.).

The building addition proposed by the Owner/Applicant would result in the expanded building having a minimum side yard setback of 2.5 metres, whereas the Zoning By-law requires a minimum side yard setback equal to one-half of the building height (3.66 metres). Accordingly, relief from the Zoning By-law is being requested to facilitate the proposed building addition. A concept plan illustrating the proposed building addition is attached to this Notice.

The subject property is a corner lot and has frontage on Morrison Road along both the north and west sides of the lot. In accordance with the Zoning By-law, the “front lot line” for a corner lot is defined as the shorter lot line that abuts a street; as such, the west lot line is considered the front lot line for the purposes of this application.

The subject property is zoned Z.10 – Industrial in General Zoning By-law 689-83.

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

1. Section 15.3.3 of the Zoning By-law requires that the minimum side yard setback (each side) shall be equal to one-half of the building height, which in this case is 3.66 metres. The Owner seeks relief from this provision (as applied to lands zoned Z.10 through Section 16.2.1) to permit a minimum side yard setback of 2.5 metres.

The Owner/Applicant has also submitted a Site Plan Application concurrently with this Minor Variance application. The Minor Variance application is being reviewed in conjunction with the Site Plan Control application to ensure that the requested zoning relief is evaluated within the context of a complete and functional site design, and to confirm that any variances approved are appropriate and necessary to facilitate the proposed development.

**For More Information:**

Members of the Public are encouraged to contact Township Staff to secure more information about the proposed planning applications, 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 Owner in support of the proposed Applications have been posted onto the Township’s website [www.northdumfries.ca]. To view / download these reports, please access the Planning home page and follow the link to current planning applications. The “**1661 Morrison Road**” icon will be one of the listed current planning applications.

For more information about this matter, including information about appeal rights, please contact Brock Linklater via Phone: (519) 632-8800 ext. 129 or E-Mail: [blinklater@northdumfries.ca](mailto:blinklater@northdumfries.ca) 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 decision of the Committee of Adjustment in respect of 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, 3<sup>rd</sup> Floor, P.O. Box 1060, Ayr, Ontario N0B 1E0 or via Email: [clerk@northdumfries.ca](mailto: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 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. on Tuesday February 24<sup>th</sup>, 2026**, 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 the Committee of Adjustment on the disposition of this matter.

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.

Should you wish to be notified of future meetings, reports or a decision regarding these applications, 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, 3<sup>rd</sup> 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](mailto:blinklater@northdumfries.ca).

Dated: February 4<sup>th</sup>, 2026

## APPENDIX A PARTICIPATION IN A HYBRID STATUTORY PUBLIC MEETING

The Committee of Adjustment meeting scheduled for February 24<sup>th</sup>, 2026, to deal with Minor Variance Application A-02/26 will be a hybrid meeting where members of the Public can decide whether to attend in-person or opt to appear 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](mailto:clerk@northdumfries.ca) or by phone at 519-632-8800 ext. 122 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 site. Members of the public are invited to view this open meeting electronically by accessing the meeting 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 Tuesday February 24<sup>th</sup>, 2026**. To register, please email [clerk@northdumfries.ca](mailto:clerk@northdumfries.ca) or phone 519-632-8800 ext.122. 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 (ie: 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 or, submit an email to [clerk@northdumfries.ca](mailto:clerk@northdumfries.ca). Any correspondence submitted will be provided to the Committee of Adjustment and will form part of the public record.

