



**NOTICE OF STATUTORY PUBLIC MEETING**  
**Minor Variance Application A-06/25**  
**2132 Greenfield 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-06/25) 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 May 27<sup>th</sup>, 2025, 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-06/25</b>
Related Application(s)	N/A
Owner(s):	Mark Gerber
Applicant / Agent	Mark Gerber
Legal Description:	PT LT 27-28 CON 9 NORTH DUMFRIES AS IN WS575434; S/T 1236156, 1236157, 1240138, 159761, 58EX137, WS638918; NORTH DUMFRIES
Civic Address:	2132 Greenfield Road, Township of North Dumfries
Assessment Roll No.:	300101000513505
<b><u>Public Meeting:</u></b>	<b><u>Tuesday May 27<sup>th</sup>, 2025, 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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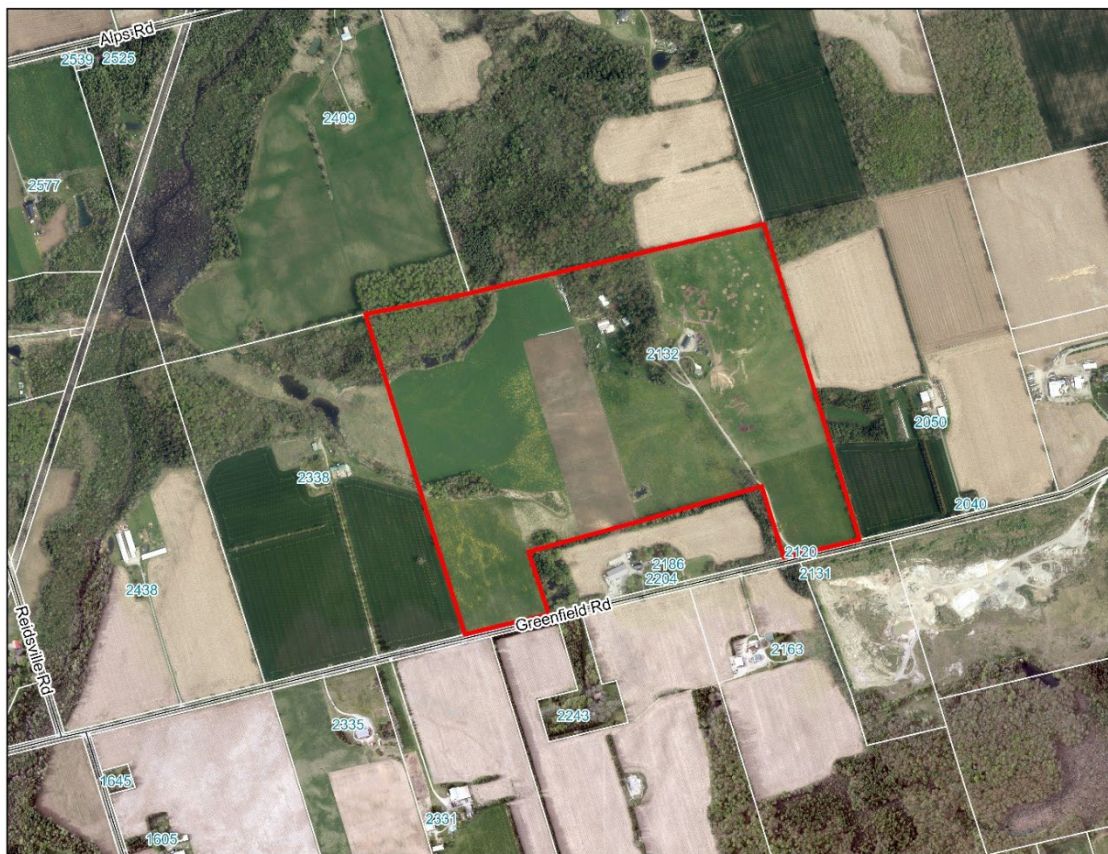
**Location & Property Context:**

The subject property is located on the north side of Greenfield Road, east of the intersection of Greenfield Road and Reidsville Road.

The subject property is approximately 70.8 hectares (175 acres) in area with a corresponding lot frontage of approximately 402 m (1318.8 ft) onto Greenfield Road.

The property is developed with an existing single-detached dwelling, garden suite, retail store and accessory buildings on private services. The location map below provides an aerial view of the subject property.

**Figure 1: Location Map**



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

The purpose of the proposed minor variance application is to permit the continued use of an existing garden suite as a coach house on the subject property.

The property is currently zoned Zone Z.1 (Agriculture), with site-specific exemption 20.1.219 under General Zoning By-law 689-83. The site-specific exemption, approved in 2001, temporarily permitted a second residential dwelling unit in the form of a garden suite, subject to the following conditions:

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- That, pursuant to Section 39(2) of the Planning Act, R.S.O. 1990, the temporary use be permitted for a period not exceeding ten (10) years from the date of passing of the by-law, unless extended by Council;
  - That the second dwelling unit have a minimum ground floor area of 65 m<sup>2</sup>.

The temporary use by-law has since expired, and the owner is now seeking to recognize the second dwelling unit as a coach house in accordance with current zoning provisions. This would allow the unit to remain on the property permanently as a permitted use.

While the Owner is seeking to convert the existing garden suite to a permanent coach house, the unit does not meet all of the applicable regulations for coach houses under the Township's Zoning By-law. One such regulation limits the size of a coach house to 40% of the footprint of the principal dwelling. The principal dwelling on the property has a building footprint of approximately 217.4 m<sup>2</sup> (2,340.3 ft<sup>2</sup>), which results in a maximum permitted coach house size of 87 m<sup>2</sup> (936.4 ft<sup>2</sup>). The existing unit exceeds this threshold. As a result, a Minor Variance is required to permit the conversion and recognize the existing unit on a permanent basis.

The following minor variances are being requested by the Owner from General Zoning By-law 689-83 as set out below:

1. Section 6.40.7 of General Zoning By-law 689-83 permits a maximum coach house size of 40% (87 m<sup>2</sup>) of the footprint of the principal dwelling unit. The Owner seeks relief from this provision to permit a maximum size of 57% (124 m<sup>2</sup>) of the footprint of the principal dwelling unit.
2. Section 6.40.8ii) of General Zoning By-law 689-83 establishes that a coach house may not be located closer to the street line than the front wall of the principal dwelling. The owner seeks relief from this provision to permit the coach house to be located closer to the street line than the principal dwelling.

**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 "2132 Greenfield Road" icon will be one of the listed current planning applications.

For more information about this matter, including information about appeal rights, please contact Christina Blazinovic via Phone: (519) 632-8800 ext. 131, Fax: (519) 632-8700 or E-Mail: [cblazinovic@northdumfries.ca](mailto:cblazinovic@northdumfries.ca) during regular business hours, Monday to Friday, between 8:30 am and 4:30 pm.

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**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. Tuesday May 27<sup>th</sup>, 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.

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 Christina Blazinovic, Planner I/GIS Technician at [cblazinovic@northdumfries.ca](mailto:cblazinovic@northdumfries.ca).

Dated: May 7<sup>th</sup>, 2025



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## APPENDIX A

### PARTICIPATION IN A HYBRID STATUTORY PUBLIC MEETING

The Committee of Adjustment meeting scheduled for May 27<sup>th</sup>, 2025; to deal with Minor Variance Application A-06/25 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 May 27<sup>th</sup>, 2025**. 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.