



NOTICE OF STATUTORY PUBLIC MEETING
Minor Variance Application A-01/26
1753 Shellard 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-01/26) 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 **Monday January 26th, 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.

Application(s)	Minor Variance Application A-01/26
Related Application(s)	N/A
Owner(s):	Manuel and Teresa Amaral
Applicant / Agent	Jonathan Amaral
Legal Description:	Pt Lt 1 Con 9 Beverly Pt 2, 58R11546; North Dumfries
Civic Address:	1753 Shellard Rd, Township of North Dumfries
Assessment Roll No.:	300105000806725
<u>Public Meeting:</u>	<u>Monday January 26th, 2026, at 6:00 pm</u>
Location:	In-Person Participation: 2958 Greenfield Road, North Dumfries Community Complex, Dumfries Room, Ayr Virtual Meeting 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.

Location & Property Context:

The subject property is located on the east side of Shellard Road, south of the intersection of Shellard Road and Clyde Road, as shown on the location map below.

The property is municipally addressed as 1753 Shellard Road. The lot is 1 hectare (2.5 acres) in size with a corresponding lot frontage of approximately 50 m (164 ft) onto Shellard Road.

The subject property consists of a one-storey single detached dwelling and an accessory building on private services. Surrounding land uses are primarily agricultural and rural residential in nature.

Figure 1: Location Map



Purpose and Effect of the Planning Applications:

The purpose of the proposed Minor Variance application is to facilitate the construction of a coach house and a single-storey accessory building in the rear yard of the subject property. The accessory building, intended to be a garage, will be attached to the proposed coach house.

The proposed accessory garage will be 7.01 m x 6.7 m (23 ft x 22 ft) in size with a total area of approximately 47 m² (506 ft²).

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The proposed coach house is irregularly shaped and will have a total area of approximately 154 m² (1,654 ft²). The coach house will have a building height of approximately 5 m (16.4 ft). A basement is also proposed within the coach house to accommodate the necessary mechanical equipment.

The principal dwelling unit has a building footprint of approximately 241.5 m² (2,600 ft²). The proposed coach house is permitted to be 40% of this size, which is approximately 96.6 m² (1,040 ft²). The owner is requesting a variance to exceed this size limit.

The coach house will be accessed using the existing driveway entrance on Shellard Road. A concept plan is attached to this Notice for review.

The property is zoned Z.1 – Agriculture with site specific zoning exemption 20.1.191 in General Zoning By-law 689-83.

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% (96.6 m²) of the footprint of the principal dwelling unit. The Owner seeks relief from this provision to permit a maximum size of 64% (154 m²) of the footprint of the principal dwelling unit.
2. Section 6.40.10 of General Zoning By-law 689-83 establishes that a basement is not permitted in a coach house. The Owner seeks relief from this provision to permit a basement in the coach house.

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 **"1753 Shellard 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 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

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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 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. Monday January 26th, 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 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, 3rd 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.

Dated: January 13th, 2026

APPENDIX A PARTICIPATION IN A HYBRID STATUTORY PUBLIC MEETING

The Committee of Adjustment meeting scheduled for January 26th, 2026; to deal with Minor Variance Application A-21/25 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 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 Monday January 26th, 2026**. To register, please email 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. Any correspondence submitted will be provided to the Committee of Adjustment and will form part of the public record.