



**TOWN OF
MINTO**

MEETING DATE:

REPORT TO:

SERVICE AREA:

SUBJECT:

May 6th, 2025

Committee of Adjustment

Building Department

PLN 2025-003 – Minor Variance: MV 2025-03 –

Robert Harris

167 Margaret St S, Harriston

RECOMMENDATION

THAT the Committee of Adjustment hereby receives report PLN 2025-003 legally described as LOT 7 PT LOT 8, and is municipally known as 167 Margaret St S, Harriston, Town of Minto, for information and considers approving the application.

BACKGROUND

The subject property for the proposed Minor Variance is municipally known as 167 Margaret Street South, Minto. It is approximately 248.5 m² (2,674.93 ft²) in size and currently contains an existing two-storey building and a shed, both located within the R1B (Low Density Residential) Zone. These existing buildings will be demolished to construct of a new one-storey residential building. It should be noted that the property owner is proposing to split the land into two residential parcels through a severance application. A report will be presented at the upcoming Council meeting.

Purpose & Effect

The property owner is proposing to construct a 139.35 m² (1,500 ft²) one-storey house. The proposal includes a request for relief from the required exterior side yard setback, proposing 3 metres where 6 metres is required, as well as a request for maximum lot coverage of 45%, whereas the permitted is 40% in the R1B zone.

R1B (Low Density Residential)			
Section	Required	Proposed	Difference
10.2.5) Minimum Exterior Side Yard	6m	3m	3m
10.2.8) Maximum Lot Coverage	40%	45%	5%



Figure 1 – Aerial Photo

Source: Wellington County GIS (2020)

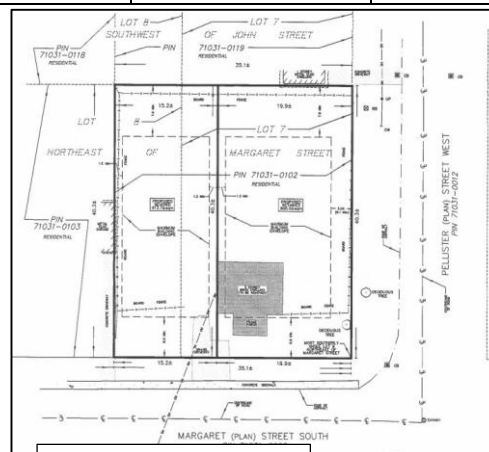


Figure 2 – Site Plan

Source: Wilson Ford Surveying (2025)

COMMENTS

Town staff, the Wellington County Planning Department, property owners within 60 metres (200 feet) of the subject property, and relevant agencies including Source Water Protection, the Maitland Valley Conservation Authority, a local Propane Distributor, and the County of Wellington, as required under the Planning Act have been circulated the application for review, and no concerns have been received.

Town of Minto Staff

Town staff are satisfied that the proposed relief meets the four tests of a Minor Variance and recommend that the variance be approved, subject to the following conditions:

- No encroachments, including decks, porches, balconies, or steps, shall be permitted within the exterior side yard.
- The reduced exterior side yard setback shall not apply to the garage.

Minor Variance Four Tests

When the Committee of Adjustment is considering a Minor Variance application, Section 45(1) of the *Planning Act* must be applied to determine if the Minor Variance should be approved. The four tests are as follows:

Criteria	Response
Is the application minor in nature?	Yes, the applicant is requesting minor relief from the maximum lot coverage and the minimum exterior side yard setback requirements to facilitate the construction of a new dwelling on the subject property.
Is it desirable for the appropriate development or use of the land, building, or structure?	Yes, the proposed building is desirable as it supports the target of building more houses.
Is it in keeping with the general intent and purpose of the Zoning By-law?	Yes, the proposed building complies with the Zoning By-law, as it aligns with the residential Zone.
Is it in keeping with the general intent and purpose of the Official Plan?	Yes, the proposed zoning relief is permitted within the current Official Plan policies,

No additional comments or concerns were raised by Town staff or by external agencies. No additional formal written submissions, or registrations to attend the Public Hearing, were received prior to the submission of this report.

STRATEGIC PLAN

N/A

PREPARED BY: Sama Haghighi, Planning Coordinator

RECOMMENDED BY: Gregg Furtney, Chief Administrative Officer