



THE COUNCIL OF THE TOWN OF MINTO  
Committee of Adjustment - Public Hearing Agenda

Tuesday, July 8<sup>th</sup>, 2025  
3:00 p.m.

1. Chair Turton to call the Public Hearing to order and state:

**“Any decision reached by this Committee today cannot be used to set a precedent. Each application considered by the Committee is dealt with on its own merits and no two applications are exactly the same.”**

2. Chair Turton to state:

**“The Public Hearing is to consider Minor Variance Application: MV-2025-05 – Robert Harris”**

3. Chair Turton to call on Secretary-Treasurer McRobb.

4. Secretary-Treasurer McRobb to state the following information:

**Location**

**The property subject to the proposed Minor Variance application is legally described as LOT 7 PT LOT 8, and is municipally known as 167 Margaret Street S, Harriston, in the Town of Minto. The subject property is approximately 248.5 m<sup>2</sup> (2,674.93 ft<sup>2</sup>).**

**Purpose & Effect**

**The purpose and effect of this Minor Variance application is to seek relief from the Minimum Exterior Side Yard setback to the dwelling unit and accessory structure, the Maximum Lot Coverage and to permit the construction of an accessory structure without the establishment of the principal use. Sections 10.2.5 and 6.1.2 of the Town of Minto’s Comprehensive Zoning By-law 01-86, as amended, requires a minimum exterior side yard of 6.0m (19.7 ft) to the dwelling unit and an accessory structure, whereas an exterior side yard setback of 1.52m (5.0 ft) is proposed to the dwelling unit and 3.96m (13.0 ft) to the accessory structure. Section 10.2.8 of the Town of Minto’s Comprehensive Zoning By-law 01-86, as amended, permits a maximum lot coverage of 40%, whereas 60% lot coverage is proposed. Section 6.1.5 a) requires the principal use be established on a property prior to an accessory use, however the applicant is requesting that an accessory structure is permitted to be constructed on a vacant property prior to the construction of the dwelling unit. Additional relief may be considered at the time of the meeting.**

**Notices**

**The Notices were mailed to the property owners within 200 feet or 60 meters of the subject property as well as the applicable agencies on June 25<sup>th</sup>, 2025 and posted on the subject property on June 25<sup>th</sup>, 2025.**

Reports/Comments

The following reports/comments were received and attached for Council to review:

- Sama Haghighi, Planning Coordinator
- Asavari Jadhav-Admane, Planner; Wellington County

5. Secretary-Treasurer McRobb to advise the Committee of any speakers registered to participate in the Public Hearing.
6. Chair Turton to call on the Town of Minto's Planning Coordinator to provide comments.
7. Chair Turton to call on the owner/applicant to provide comments.
8. Chair Turton to request any persons wishing to speak to the application to come forward.
9. Chair Turton to ask for any questions by the Committee.
10. Chair Turton to call on the owner/applicant for any response or rebuttal.
11. Secretary-Treasurer McRobb provides resolution(s) for the Committee to consider. Upon a resolution being carried or defeated; the Notice of Decision of the Committee of Adjustment is to be signed by all members of the Committee of Adjustment in favour of the decision.
12. Chair Turton to state:  
  
**"Anyone wishing to receive a copy of the Notice of Decision of the Committee of Adjustment in respect to the Minor Variance application, must make a written request to the Clerk of the Town of Minto at 5941 Highway 89, Harriston, NOG 1Z0 or by email at [annilene@town.minto.on.ca](mailto:annilene@town.minto.on.ca)"**
13. Chair Turton to officially adjourn the Public Hearing.