



Township of Centre Wellington

Committee of Adjustment Agenda

Thursday, June 18, 2026

3:00 pm

Council Chamber, 1 MacDonald Square, Elora

Page

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

3. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

4. CONFIRMATION OF MINUTES

4.1 [Committee of Adjustment Minutes - May 21, 2026](#)

3 - 12

5. APPLICATIONS

5.1 A007-2026 - 392 Rea Drive, Fergus - Sorbara Storybrook GP Inc. - Variance to permit a reduced rear yard setback of 6.4m in lieu of the required setback of 7.5m. The effect of the proposed variance is to facilitate the construction of a residential subdivision.

[A007-2026 Report Package](#)

13 - 18

5.2 A008-2026 - 6505 Wellington Road 7, Elora - Elora South Inc. - Variance to permit various reduced setbacks for side yard, rear yard, buffer strip and parking areas. The effect of the proposed variances is to facilitate the development of the subject property.

[A008-2026 Report Package](#)

19 - 52

5.3 A009-2026 - 165 John Street, Elora - A. Drimmie - Variance to permit a reduced side yard setback of 0.9m in lieu of the required setback of 1.5m. The effect of the variance is to facilitate the construction of an attached garage.

[A009-2026 Report Package](#)

53 - 68

5.4 A010-2026 - 128 Wellington Road 7, Elora - M. & L. Tyers - Variance to permit a reduced minimum lot frontage of 7m, in lieu of the required 24.4m and further to permit a driveway to constitute 45% of the width and/or area of the front yard, in lieu of the maximum 40%. The effect of the proposed variances is to facilitate the creation of one new residential lot by fulfilling conditions of the County of Wellington Land Division Committee Application B2/26.

69 - 78

[A010-2026 Report Package](#)

- 5.5 A011-2026 - Lots 90-216, Phase 3A, 61M-262 - Tribute (Fergus) Limited - 79 - 97
Variance to permit the driveway width to be 62% of the lot width, in lieu of the requirement that a driveway width shall not exceed 55% of the lot width. The effect of the proposed variance is to facilitate the parking of two vehicles per residential lot.

[A011-2026 Report Package](#)

6. OTHER BUSINESS

7. ADJOURN

MEETING MINUTES

Meeting:	COMMITTEE OF ADJUSTMENT MEETING		
Date of Meeting:	May 21, 2026	Time:	3:00 pm
Minutes Prepared By:	Caitlyn Turton	Location:	Council Chambers, 1 MacDonald Sq, Elora, Ontario

ATTENDEES

Present: B. Dufour - Chair
 J. Sheppard
 K. Baranski
 A. McCrimmon-Jones
 M. Ryan

Absent: None

Staff Present: C. Pellizzari, Secretary-Treasurer
 C. Turton, Economic Development Officer
 D. Maiden, Senior Planner Heritage and Development
 B. Green, Deputy Chief Building Official
 M. Iglesias, Manager of Planning Services
 C. Perez, Senior Planning Technician

1. Land Acknowledgement

The Chair read the Land Acknowledgement.

2. Declarations of Pecuniary Interest

None

3. Approval of Minutes

Moved by Janice Sheppard

Seconded by Michael Ryan

THAT the minutes from April 16, 2026 meeting be approved.

Carried.

4. Approval of Agenda

Moved by Michael Ryan

Seconded by Janice Sheppard

THAT the agenda be approved as amended, with the order of business revised as follows:
A004-2026, A006-2026, and A005-2026.

Carried.

5. Applications

Application: A004-2026
Owner(s): Tyler & Elissa Leighton
Location: 37 Sideroad 18, Fergus
In Attendance: Tyler Leighton

The Secretary-Treasurer confirmed that notice of the hearing was posted in accordance with the Planning Act, as required by Ontario Regulation 200/96.

Agent/Owner Presentation:

The Chair welcomed the property owner, Tyler Leighton to speak to the variance application. He noted that the property is within the GRCA regulated area and the building footprint cannot be increased, so additional ceiling height is proposed instead. The setback variance is needed to accommodate a new septic system, which will restrict vehicle access to the rear of the property.

Committee Discussion with Agent/Owner:

The Chair asked if the Committee had any questions for the agent; none were brought forward.

Committee Discussion with Staff:

The Chair asked if the Committee had any questions for staff; none were brought forward.

Public Comments:

The Chair called for any members of the public wishing to speak in favour of, or in opposition to, the application. No comments were received.

The Secretary-Treasurer noted that written correspondence regarding the application had not been received.

Committee Deliberation:

No concerns were expressed by all Committee Members. Member J. Sheppard noted that the variance is minor in nature and consistent with the Zoning By-law and Official Plan. Member Baranski added that she could support the requested relief with the inclusion of a tree inventory and protection plan condition.

Having considered the application, the Committee is of the opinion that the variance is minor, desirable for the appropriate development and use of the lands, and consistent with the general intent of the Zoning By-law and the Official Plan. The Committee further finds that the application meets the requirements of Section 45(1) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, and therefore passes the following resolution:

Moved by Aaron McCrimmon-Jones

Seconded by Micheal Ryan

THAT IN THE MATTER OF application for minor variance for relief from Township of Centre Wellington Zoning By-law 2009-045, as amended, Section 4.2, Table 4B, Items A (Note 1) and D, permission be granted to permit a reduced side yard setback of 0.6 metres, in lieu of the required minimum setback of 1.2 metres and further to permit an increased maximum height of 6.8 metres in lieu of the maximum height of 6.1 metres. The effect of the variances are to facilitate the construction of a detached garage with a loft on lands described as 37 Sideroad 18, Plan 87 Part Park Lot 5, Fergus, Township of Centre Wellington subject to the following condition:

- 1) That the applicant submit a Tree Inventory and Protection Plan (TIPP), prepared by a certified arborist, to the satisfaction of Township staff, including appropriate tree protection measures and any required compensation at a ratio of 2:1 replacement plantings on the property.

Carried.

Application: A006-2026
Owner(s): Giacomo Belluomini
Location: 91 Revell Drive, Fergus
In Attendance: Agent - Altus Home Design – Nick Nobel

The Secretary-Treasurer confirmed that notice of the hearing was posted in accordance with the Planning Act, as required by Ontario Regulation 200/96.

Agent/Owner Presentation:

The Chair welcomed agent Nick Nobel to speak to the minor variance application. He advised that the variance is required to permit the addition of a set of stairs in order to meet Building Code requirements. A setback of 0.6 metres is requested, whereas 1.8 metres is required.

Committee Discussion with Agent/Owner:

The Chair asked if the Committee had any questions for the agent; none were brought forward.

Committee Discussion with Staff:

The Chair asked if the Committee had any questions for staff; none were brought forward.

Public Comments:

The Chair called for any members of the public wishing to speak in favour of, or in opposition to, the application. No comments were received.

The Secretary-Treasurer noted that written correspondence regarding the application had not been received.

Committee Deliberation:

Member J. Sheppard noted that the application is minor in nature and consistent with the Zoning By-law and Official Plan and indicated her support. Member K. Baranski expressed support, noting that it represents a good use of space to add additional housing. Member A. McCrimmon-Jones supported the application, describing the variance as minor. Chair B. Dufour expressed no concerns and supported the application.

Having considered the application, the Committee is of the opinion that the variance is minor, desirable for the appropriate development and use of the lands, and consistent with the general intent of the Zoning By-law and the Official Plan. The Committee further finds that the application meets the requirements of Section 45(1) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, and therefore passes the following resolution:

Moved by Janice Sheppard

Seconded by Aaron McCrimmon-Jones

THAT IN THE MATTER OF application for minor variance for relief from Township of Centre Wellington Zoning By-law 2009-045, as amended, Section 4.44, Table 4C, permission be granted to permit an exterior staircase to be located 0.6 metres from the interior property line, in lieu of the exterior staircase being permitted to project a maximum of 1.2 metres into the required side yard and must be no less than 0.8 metres from the property line. The effect of the variance is to facilitate access to an additional residential unit (ARU) in the basement of the existing home on lands described as 91 Revell Drive, Plan 61M-123, Lot 81, Fergus, Township of Centre Wellington.

Carried.

Application: A005-2026

Owner(s): RJA Holdco Inc.

Location: 15 East Mill, Elora

In Attendance: Agent - MHBC Planning – Gillian Smith

The Secretary-Treasurer confirmed that notice of the hearing was posted in accordance with the Planning Act, as required by Ontario Regulation 200/96.

Agent/Owner Presentation:

The Chair welcomed Agent Gillian Smith of MHBC Planning to speak to the minor variance application. Gillian Smith advised that relief is requested from the Zoning By-law to permit a four-storey mixed-use building, whereas a maximum of three storeys is permitted. The proposal includes the retention of the existing building and will contain two commercial units and 10 rental units.

She noted that a planning justification letter was submitted in support of the application and addresses the four tests for a minor variance. She explained that the Township's growth policies encourage new residential growth directed to built-up areas through mixed-use and multiple residential forms to support additional housing. She further noted that the property is located

within the Township's Central Business District, where commercial uses at grade and residential uses above are permitted.

She stated that there are existing three, four, and five-storey buildings in the surrounding area and that the proposal is compatible with the neighbourhood. She added that the building is intended to serve as a focal point and that an angular plane analysis was completed, which demonstrated that the development would not create significant shadow impacts or appear overly abrasive in the streetscape.

She noted that the property is zoned C1, which permits mixed-use development, but limits height to three storeys. She advised that the requested increase to four storeys is appropriate given the surrounding built form and similar building typologies in the area, and noted that this is the only variance being requested.

Committee Discussion with Agent/Owner:

The Chair asked if the Committee had any questions for the agent;

Member A. McCrimmon-Jones asked whether consideration had been given to the neighbouring property at 19 East Mill Street, which had proceeded through a full Zoning By-law Amendment, and if not, why. In response, Agent Gillian Smith explained that 19 East Mill Street was not located within the Central Business District and therefore required an amendment to bring it into the appropriate designation. She noted that, through discussions with staff, it was determined that because this application is seeking only one variance, it could proceed by way of minor variance rather than a Zoning By-law Amendment. Member A. McCrimmon-Jones also asked, in her view, at what point an increase in storeys would no longer be considered appropriate through a minor variance application. Agent Gillian Smith responded that she would defer to staff on that matter, but noted that an increase of one storey beyond what is currently permitted is reasonable in this instance.

Member K. Baranski asked where parking would be located. Agent Gillian Smith explained that access would be provided through the existing parking lot to the rear, using Geddes Street, leading to an open-air parking structure beneath the building.

Member J. Sheppard asked whether the building would be compatible with surrounding buildings and whether it would tower over them. Agent Gillian Smith responded that it would not.

Committee Discussion with Staff:

The Chair asked if the Committee had any questions for staff;

Member K. Baranski asked whether the Heritage Planners and Heritage Committee had been considering cultural heritage landscapes for Centre Wellington, rather than only individual buildings, and whether this area had been assessed in that context. In response, Deanna Maiden, Senior Planner, Heritage and Development, stated the property will require elevated design features, which will be reviewed through the site plan approval process. Member K. Baranski

also asked whether it is normal procedure for a minor variance application to proceed before completion of a heritage assessment. In response, Deanna Maiden stated, in this case, the applicant chose to proceed with the minor variance application first, and that the Heritage Impact Assessment would be completed and evaluated through the site plan approval process.

Chair Brad Dufour asked whether the outstanding studies, including the Traffic Impact Assessment and GRCA review, are typically addressed at the site plan stage. In response, Deanna Maiden confirmed that matters such as urban design, traffic, and servicing would be reviewed through the site plan approval process.

Member A. McCrimmon-Jones asked whether the corridor is considered a cultural heritage landscape. Staff confirmed that it is identified as a potential cultural heritage landscape; however, the building itself is non-designated. Member A. McCrimmon-Jones noted that the Committee is not aware of how this will ultimately be assessed and wanted that concern to be acknowledged. In response, Mariana Iglesias, Manager of Planning, added that the cultural heritage landscape is not currently protected, but has been identified as requiring further review. She noted that a Heritage Impact Assessment has been requested and will be required. As the property is not designated or listed, it is only protected from demolition, and any additional heritage-related measures would be addressed through the Heritage Impact Assessment and site plan approval process. No specific measures are required at this time.

Member A. McCrimmon-Jones further noted that this is the second recent application in the area, following 19 East Mill Street, and asked whether staff had any concerns with a piecemeal approach in the absence of a broader study or secondary plan for the corridor. In response, Deanna Maiden responded that there is currently no secondary plan or corridor study for the area. She advised that applications are evaluated on their own merits and are reviewed for conformity with the Official Plan and the Township's urban design guidelines through the site plan approval process.

Public Comments:

The Chair called for any members of the public wishing to speak in favour of, or in opposition to,

Dave Sharp, 29 East Mill St, Elora

Dave Sharp addressed the Committee and expressed concern that the proposed development would negatively affect the downtown core and the heritage character of the area. He expressed concern that the proposal would replace it with a large development with no meaningful green space.

Mr. Sharp stated that, in his view, the proposed four-storey building is not minor in nature and is not appropriate within the heritage district. He expressed concern that the heritage building would be overshadowed by the proposed addition and that the development would not preserve or complement the historic character of the area.

Mr. Sharp questioned whether the application satisfies the tests under section 45(1) of the *Planning Act*, and that in his opinion, the increase in height from three to four storeys is significant and does not fit within the small-town scale, historic streetscape, or heritage context of the area.

Mr. Sharp also expressed concern regarding public notice and transparency, noting that in his view residents have had limited opportunity for input beyond the circulation radius and the posted notice sign.

Mr. Sharp further commented that, in his opinion, the proposal does not preserve the cultural heritage character of the area, does not maintain the intent of the Official Plan or Zoning By-law, and should instead proceed through a Zoning By-law Amendment and Council review.

Linda Lane, 29 East Mill Street, Elora

Linda Lane addressed the Committee and acknowledged the need for growth, but expressed several concerns regarding the proposal.

Ms. Lane raised concerns about increased density and the effect on local infrastructure, questioned how vehicle movement, traffic, and emergency access would function within what she described as a constrained area. She also expressed concern regarding environmental implications, including stormwater management, loss of green space, and potential impacts on the character of the area.

Ms. Lane expressed disappointment with the public notification process, noting that notice was provided only within a 60-metre radius.

She stated that the proposal should not be viewed as a minor matter, but rather as a significant Zoning By-law Amendment involving substantial change.

Jean Innes, 56 Water Street, Elora

Jean Innes addressed the Committee and noted that she has lived in Elora for 40 years and previously served on Township and County Council for 14 years.

Ms. Ennis emphasized the historic significance of Elora, and noted the importance of the existing open space and views to the Grand River. She expressed the opinion that a building of the proposed size and form would be inappropriate in this location and would sever the visual and physical relationship between downtown Elora and the river.

Ms. Innes further raised concerns regarding traffic and stated that a traffic study is needed. She suggested that the cumulative impacts of this proposal, together with other recent applications

at 19 East Mill Street, should be considered in relation to the broader function and character of the Village of Elora.

Steve Quilley, 7397 Sideroad 5, Pilkington

Steve Quilley stated that the proposed building is unattractive and out of keeping with the surrounding context. He emphasized that protecting the broader context of a place is just as important as preserving individual buildings.

Mr. Quilley stated that this application should be seen as a broader signal that the Township needs to have a more comprehensive discussion about where and how growth should occur.

Mr. Quilley stated that a broader policy discussion is needed, rather than leaving such matters to be addressed incrementally through individual applications.

John Kears, 14 East Mill Street, Elora

John Kears stated that he did not receive notice of the application, which he identified as a concern.

He stated that, if the application is approved, it may create a broader precedent.

Donna McCaw, 22 Melville St, Elora

Donna McCaw stated that she had only been notified of the application the previous afternoon. She expressed the view that the application is not minor in nature and should not be before the Committee.

Ms. McCaw stated that, in her opinion, the application is premature because supporting studies, including traffic and heritage review, have not yet been completed. She commented that the proposal does not fit well within the area and raised concerns regarding traffic conditions. She stated that a traffic study and heritage study should be completed.

The Secretary-Treasurer noted that written correspondence regarding the application had not been received.

Committee Deliberation:

Member J. Sheppard stated that she questioned whether the Committee should defer a decision on the application until additional supporting information, including the site plan and traffic study, had been completed. She noted that the building could otherwise be constructed with the exception of the fourth storey, and questioned whether the addition of a fourth storey could properly be considered minor.

Member K. Baranski acknowledged that she shared a number of the concerns raised by the public, but noted that those matters were not the focus of the Committee's role. She said that the Committee's task was to consider whether one additional storey, beyond the three already

permitted, was minor in nature. On that basis, and having regard to the setback of the top storey in the building design, she stated that she could support the application.

Member A. McCrimmon-Jones thanked staff, the applicant, and members of the public for their comments. He stated that, in his view, the proposal represented approximately a 42 percent increase in height. He said that he believed the application warranted a more comprehensive planning review and indicated that he would not support it.

Member M. Ryan stated that he appreciated the comments received and the feedback provided, but noted that, as a member of the Committee of Adjustment, he could support the application for the variance being requested.

Chair B. Dufour stated that he agreed with members of the Committee that the request must be judged on its own merits. He noted that, in his view, an increase of approximately 40 percent in height did not make sense in this context and indicated that he was not in support of the application.

The Committee deliberated on whether a deferral would be appropriate to allow for additional supporting information to be completed. Following discussion, the Committee ultimately determined to proceed with a decision, and a motion was put forward to refuse the application.

Having considered the application, the Committee is of the opinion that the variance is not minor, nor desirable for the appropriate development and use of the lands and is not consistent with the general intent of the Zoning By-law and the Official Plan. The Committee further finds that the application does not meet the requirements of Section 45(1) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, and therefore passes the following resolution:

Moved by Aaron McCrimmon-Jones

Seconded by Janice Sheppard

THAT IN THE MATTER OF application for minor variance for relief from Township of Centre Wellington Zoning By-law 2009-045, as amended, Section 10.2.3, Item H, permission be refused to permit an increased maximum building height of 4 storeys, up to 15.6 metres in lieu of the maximum building height of 3 storeys, but not more than 11 metres on land described as 15 East Mill Street, Plan 181, lot 13 to 14 S/S E Mill, Elora, Township of Centre Wellington.

Carried.

6. Adjournment

Moved by Janice Sheppard

Seconded by Micheal Ryan

THAT the hearing of the Committee of Adjustment be adjourned at 4:10 p.m.

Carried.

Brad Dufor
Chair

Chantalle Pellizzari
Secretary-Treasurer



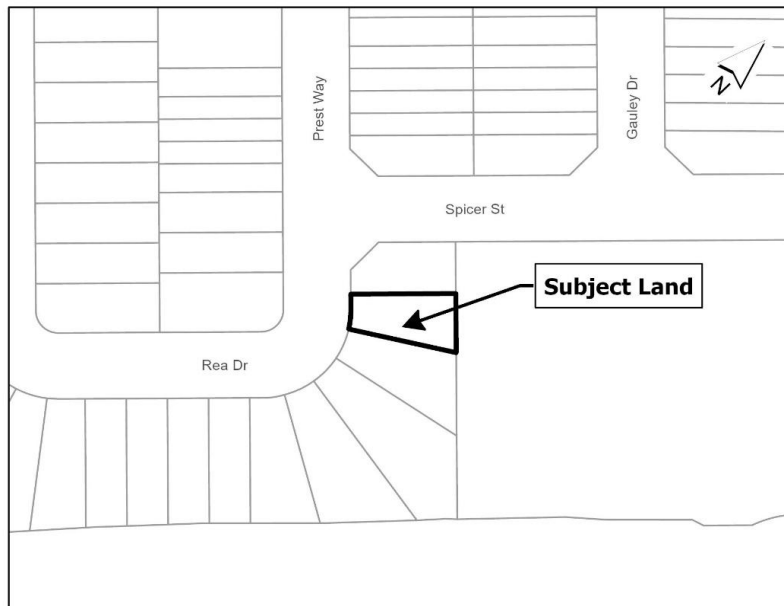
COMMITTEE OF ADJUSTMENT NOTICE OF APPLICATION FOR MINOR VARIANCE AND PUBLIC HEARING

FILE NO: A007-2026
APPLICANT: Sorbara Storybrook GP Inc.
AGENTS: Sorbara Group of Companies - Austin Ibeson
LOCATION: 392 Rea Drive, Fergus

BY-LAW REQUIREMENTS: The property is zoned "R1B.66.4" Residential Exception in the Centre Wellington Zoning By-law No. 2009-045, as amended. Section 15.66.4, Item H, states that the minimum rear yard setback shall be 7.5 metres.

REQUEST FOR RELIEF: Relief is being requested to permit the rear yard setback to be 6.4 metres instead of the required minimum 7.5 metres. The effect of the variance is to facilitate the construction of a residential dwelling.

PROPERTY LOCATION MAP



The Committee of Adjustment for the Township of Centre Wellington will be holding a public hearing to consider applications under Section 45 of the Planning Act R.S.O. 1990 P/13, as amended.

DATE OF HEARING: June 18, 2026
TIME OF HEARING: 3:00 p.m.
HEARING LOCATION: Council Chambers, 1 MacDonald Square, Elora

SEE REVERSE SIDE →

How do I receive notification of the decision?

If you wish to be notified of the Decision of the Township of Centre Wellington Committee of Adjustment, in respect of this application, you MUST submit a written request for Notice of Decision to the Secretary-Treasurer, Committee of Adjustment, Township of Centre Wellington, 1 MacDonald Square, Elora, Ontario N0B 1S0. This will also entitle you to be advised of a possible Ontario Land Tribunal (OLT) Hearing. Even if you are the successful party, you should request a copy of the Decision since the Township of Centre Wellington Committee of Adjustment Decision may be appealed to the OLT by the applicant, the Minister, or a specified person or public body.

How do I get more information?

In Person: Visit the office of the Secretary-Treasurer of the Committee of Adjustment at 1 MacDonald Square, Lower Level, Elora, Ontario

By Email: cpellizzari@centrewellington.ca

By Telephone: 519-846-9691, Ext 241, between the hours of 8:30 a.m. and 4:30 p.m. Monday to Friday.

How do I provide comments?

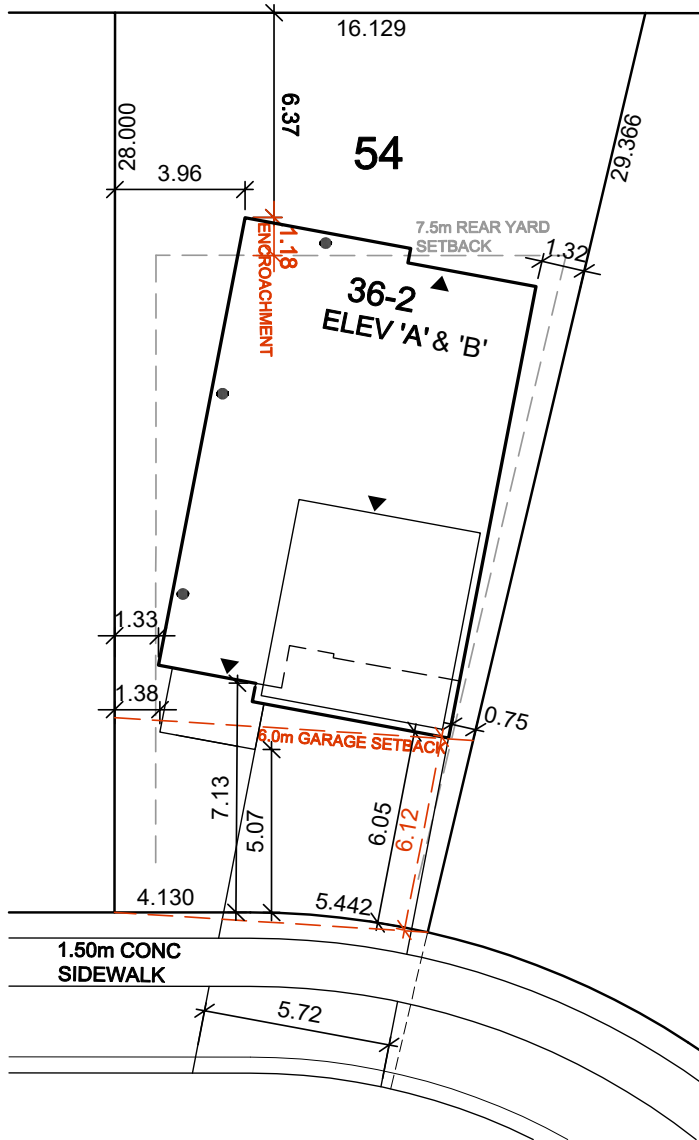
You may provide your comments, in support or opposition, regarding this application:

In Person: By appearing at the Public Hearing. Please advise the Secretary-Treasurer of the Committee of Adjustment of your intention to appear before the Committee.

In Writing: Filing a written submission. Written comments on the application may be forwarded in person, by mail or email to Chantalle Pellizzari, Secretary-Treasurer, Committee of Adjustment at the contact information provided below.

Note: Requests to appear on the Agenda and written submissions are requested to be submitted to the Secretary-Treasurer by: June 9, 2026. Comments submitted on these matters including the originator's name and address become part of the public record, may be viewed by the general public and may be published in a staff report, included in a Committee of Adjustment Agenda and posted on the Township's web site. Owners of any land that contains seven or more residential units shall post this notice in a location that is visible to all of the residents.

Dated this 28th day of May 2026
Chantalle Pellizzari | Secretary-Treasurer Committee of Adjustment



Lot 54
 ZONE R1B.66.4

REAR YARD
 REQUIRED= 7.5m
 PROPOSED= 6.3m

Lot 54
 MODEL: 36-2 (2 STOREY)
 LOT AREA: 362.30 sq. m
 LOT COVERAGE: 130.61 sq. m (36.0%)
 GROSS FLOOR AREA: 207.30 sq. m
 BUILDING HEIGHT: 8.20 m
 NUMBER OF PARKING SPACES: 2

MINOR VARIANCE

May 1, 2026
 scale=1:200

Sorbara Group
 of Companies

STORYBROOK PHASE 2B
TOWNSHIP OF CENTRE WELLINGTON

1 of 1



**COMMITTEE OF ADJUSTMENT
COMMENTS FROM STAFF, PUBLIC & AGENCIES**

APPLICATION NUMBER: A007-2026
LOCATION: 392 Rea Drive, Fergus
HEARING DATE: June 18, 2026
OWNER(S): Sorbara Storybrook GP Inc.
AGENT: Sorbara Group of Companies – Austin Ibeson

REQUEST: The applicant is seeking relief from the By-law requirements to permit a rear yard setback to be 6.4 metres. The effect of the proposed variance is to facilitate the construction of a residential dwelling.

BY-LAW REQUIREMENTS: The property is zoned “R1B.66.4 -Residential Exception” in the Centre Wellington Zoning Bylaw No. 2009-045, as amended. Section 15.66.4, Item H states that the minimum rear yard setback shall be 7.5 metres.

STAFF RECOMMENDATION: No objection

CONDITIONS RECOMMENDED: No

COMMENTS

Township Planning:

Staff has no objection to the requested variance for a reduction in rear yard setback to facilitate construction of a new dwelling.

The variance application requests a reduced rear yard setback of 6.4 metres instead of the minimum required setback of 7.5 metres to facilitate construction of a new dwelling. The subject lot is designated “Residential” and is located within the Fergus urban centre in the Township official plan. The Residential designation permits a range of housing types, including single-detached, semi-detached, and townhouse dwellings. The purpose of the requested variance is to provide greater flexibility in the siting and design of the proposed dwelling, given the building model type proposed and the irregular lot shape, while maintaining compatibility with the surrounding subdivision. In staff’s opinion, the proposed variance is consistent with and maintains the general intent and purpose of the official plan policies applicable to the residential designation.

The subject lots are zoned “R1B.66.4 – Residential Exception” in the Township zoning by-law. The intent of the rear yard setback regulation is to ensure adequate space for outdoor amenity space and rear yard access. In this case, the applicant is proposing a rear yard setback of 6.3 metres. It is staff’s opinion that the proposed reduction will not

be perceptible from the street and will continue to allow sufficient space for outdoor amenity space, and landscaping. The proposed design complies with all other applicable zoning provisions, including lot coverage, indicating that the requested reduction conforms with the general intent of the zoning by-law and does not result in overdevelopment of the lot.

Staff are satisfied that the requested variance is minor in nature, desirable for the appropriate development of the property, and maintains the general intent and purpose of both the official plan and the zoning by-law. The proposed reduction is not anticipated to result in adverse impacts on the streetscape, neighbouring properties, or the overall character of the subdivision. As such, staff have no objection to the proposed variance.

Figure 1: 392 Rea Drive, Fergus



County Planning:

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that relief is being requested from Zoning By-law No. 2009-045:

- Section 15.66.4, item H: To permit a minimum rear yard setback of 6.4 m, whereas the by-law requires a minimum rear yard setback of 7.5 m.

The subject lands are designated as Primary Urban Centre (Fergus) in the County Official Plan. Planning staff note that the purpose of this application is to facilitate the construction of a detached dwelling.

It is noted that the property is located within a Well Head Protection Area. Comments from Wellington Source Water Protection should be considered.

Building Department: The Building Department has no comments or concerns with this request.

Infrastructure Services (Roads): No objections

Source Water Protection: Screened Out

County Roads Department: N/A

Grand River Conservation Authority: N/A

REPORT COMPILED BY: C. Pellizzari, Secretary-Treasurer

COMMENTS FROM PUBLIC RECEIVED: None received.



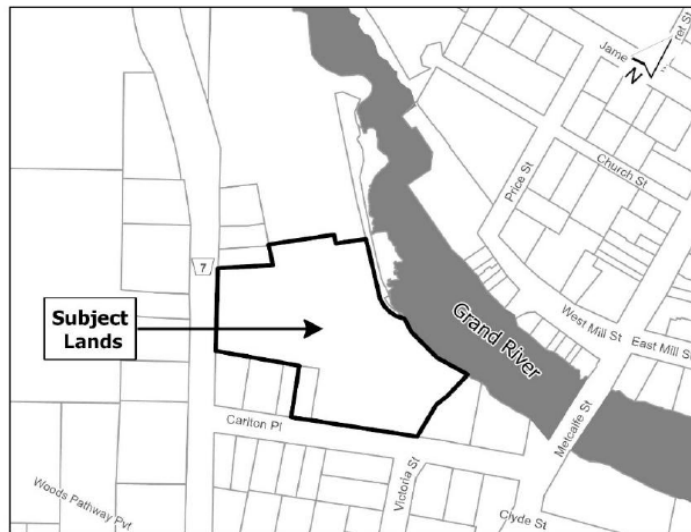
FILE NO: A008-2026
APPLICANT: Elora South Inc.
AGENTS: Up Consulting Ltd. – David Galbraith
LOCATION: 6505 Wellington Road 7, Elora

BY-LAW REQUIREMENTS: The subject property is zoned “C1” Central Business District Commercial, “C1.50.8” Central Business District Commercial Exception, “C1.50.8 (H12)” Central Business District Commercial Exception Holding, and “R6” Residential Mixed Use. The table below sets out specific zoning requirements.

REQUEST FOR RELIEF: See excerpts in the table below for specific by-law relief being requested. The effect of the variances is to facilitate the development of the subject property.

R6 Zone – Table 7H		
Regulation	Requirement	Proposed
Item F. Minimum Side Yard	Where a side yard abuts a residential zone, the minimum side yard shall be 1.0 m	0 m
Item G. Minimum Rear Yard	4 m	0 m
C1.50.8 Zone – Sections 15.50.8 & 10.2.3		
Regulation	Requirement	Proposed
Item I. Buffer Strip (C1 zone)	A buffer strip is required along any interior side lot line and rear lot line which abuts land zoned for residential or institutional purposes.	0 m
Item 2. Side Yard (C1.50.8)	The minimum yard abutting a residential zone shall be 1.0 m	0 m
Section 5.4 – Non-Residential Use or Zone Parking		
Regulation	Requirement	Proposed
5.4.1	Parking areas may be located within any yard provided that no part of a parking space is located closer than 3 m (9.8 ft) to any street line, or closer than 1.5 m (4.9 ft) to any other lot line.	0 m

PROPERTY LOCATION MAP



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DATE OF HEARING: June 18, 2026
TIME OF HEARING: 3:00 p.m.
HEARING LOCATION: Council Chambers, 1 MacDonald Square, Elora

SEE REVERSE SIDE →

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By Telephone: 519-846-9691, Ext 241, between the hours of 8:30 a.m. and 4:30 p.m. Monday to Friday.

How do I provide comments?

You may provide your comments, in support or opposition, regarding this application:

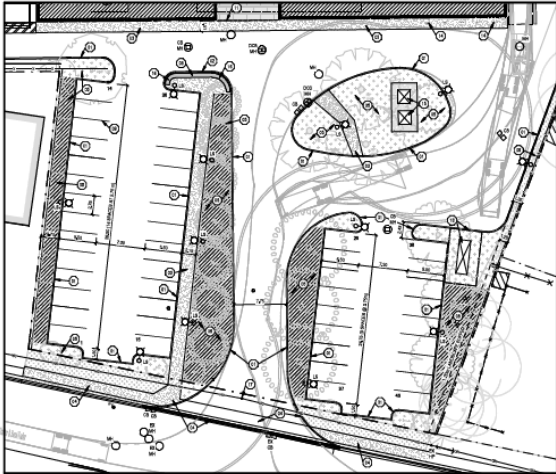
In Person: By appearing at the Public Hearing. Please advise the Secretary-Treasurer of the Committee of Adjustment of your intention to appear before the Committee.

In Writing: Filing a written submission. Written comments on the application may be forwarded in person, by mail or email to Chantalle Pellizzari, Secretary-Treasurer, Committee of Adjustment at the contact information provided below.

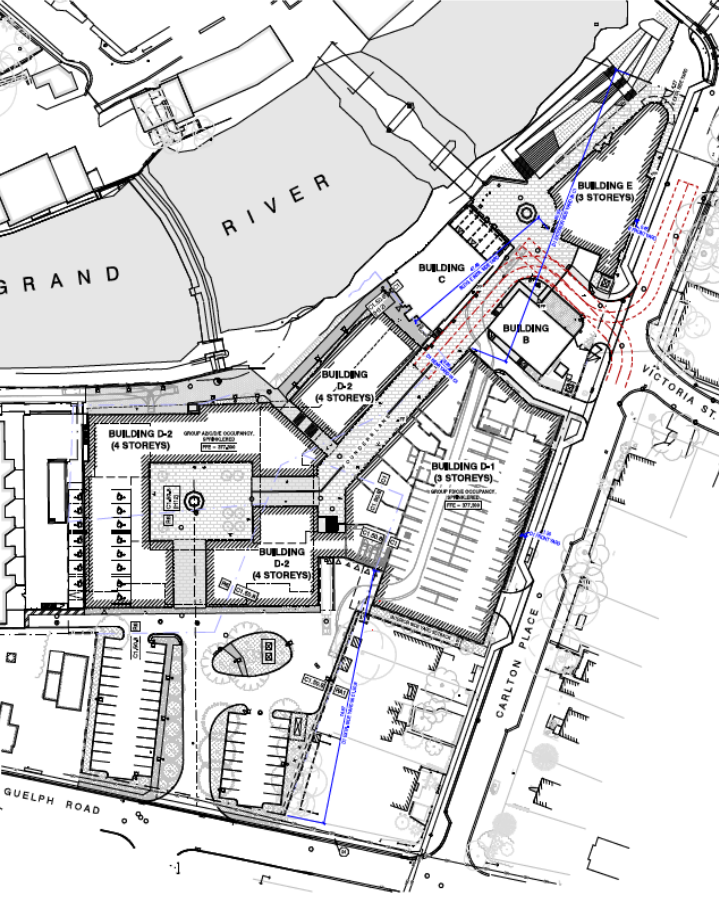
Note: Requests to appear on the Agenda and written submissions are requested to be submitted to the Secretary-Treasurer by: June 9, 2026. Comments submitted on these matters including the originator's name and address become part of the public record, may be viewed by the general public and may be published in a staff report, included in a Committee of Adjustment Agenda and posted on the Township's web site. Owners of any land that contains seven or more residential units shall post this notice in a location that is visible to all of the residents.

Dated this 28th day of May, 2026
Chantalle Pellizzari | Secretary-Treasurer Committee of Adjustment

PROPOSED DEVELOPMENT											
NO.	DESCRIPTION	AREA (SQ. FT.)	AREA (SQ. METERS)	NO. OF UNITS	NO. OF STORIES	NO. OF PARKING SPACES	NO. OF GARAGES	NO. OF BICYCLE SPACES	NO. OF STORAGE SPACES	NO. OF COMMERCIAL SPACES	NO. OF OFFICE SPACES
1	BUILDING A (5 STOREYS)	100,000	9,290	100	5	100	0	0	0	0	0
2	BUILDING B (4 STOREYS)	100,000	9,290	100	4	100	0	0	0	0	0
3	BUILDING C (4 STOREYS)	100,000	9,290	100	4	100	0	0	0	0	0
4	BUILDING D-1 (3 STOREYS)	100,000	9,290	100	3	100	0	0	0	0	0
5	BUILDING D-2 (4 STOREYS)	100,000	9,290	100	4	100	0	0	0	0	0
6	BUILDING E (5 STOREYS)	100,000	9,290	100	5	100	0	0	0	0	0
7	PARKING	100,000	9,290	0	0	1000	0	0	0	0	0
8	LANDSCAPE	100,000	9,290	0	0	0	0	0	0	0	0
9	UTILITIES	100,000	9,290	0	0	0	0	0	0	0	0
10	WALKWAYS	100,000	9,290	0	0	0	0	0	0	0	0
11	BIKEWAYS	100,000	9,290	0	0	0	0	0	0	0	0
12	STREET LIGHTS	100,000	9,290	0	0	0	0	0	0	0	0
13	LANDSCAPE LIGHTS	100,000	9,290	0	0	0	0	0	0	0	0
14	WATER MAINS	100,000	9,290	0	0	0	0	0	0	0	0
15	SEWER MAINS	100,000	9,290	0	0	0	0	0	0	0	0
16	STORM MAINS	100,000	9,290	0	0	0	0	0	0	0	0
17	TELEPHONE MAINS	100,000	9,290	0	0	0	0	0	0	0	0
18	CABLE MAINS	100,000	9,290	0	0	0	0	0	0	0	0
19	POWER MAINS	100,000	9,290	0	0	0	0	0	0	0	0
20	TELEPHONE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
21	CABLE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
22	POWER PIPES	100,000	9,290	0	0	0	0	0	0	0	0
23	TELEPHONE MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
24	CABLE MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
25	POWER MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
26	TELEPHONE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
27	CABLE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
28	POWER BOXES	100,000	9,290	0	0	0	0	0	0	0	0
29	TELEPHONE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
30	CABLE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
31	POWER EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
32	TELEPHONE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
33	CABLE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
34	POWER TUBS	100,000	9,290	0	0	0	0	0	0	0	0
35	TELEPHONE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
36	CABLE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
37	POWER PIPES	100,000	9,290	0	0	0	0	0	0	0	0
38	TELEPHONE MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
39	CABLE MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
40	POWER MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
41	TELEPHONE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
42	CABLE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
43	POWER BOXES	100,000	9,290	0	0	0	0	0	0	0	0
44	TELEPHONE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
45	CABLE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
46	POWER EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
47	TELEPHONE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
48	CABLE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
49	POWER TUBS	100,000	9,290	0	0	0	0	0	0	0	0
50	TELEPHONE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
51	CABLE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
52	POWER PIPES	100,000	9,290	0	0	0	0	0	0	0	0
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55	POWER MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
56	TELEPHONE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
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58	POWER BOXES	100,000	9,290	0	0	0	0	0	0	0	0
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61	POWER EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
62	TELEPHONE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
63	CABLE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
64	POWER TUBS	100,000	9,290	0	0	0	0	0	0	0	0
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72	CABLE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
73	POWER BOXES	100,000	9,290	0	0	0	0	0	0	0	0
74	TELEPHONE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
75	CABLE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
76	POWER EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
77	TELEPHONE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
78	CABLE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
79	POWER TUBS	100,000	9,290	0	0	0	0	0	0	0	0
80	TELEPHONE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
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85	POWER MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
86	TELEPHONE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
87	CABLE BOXES	100,000	9,290	0	0	0	0	0	0	0	0
88	POWER BOXES	100,000	9,290	0	0	0	0	0	0	0	0
89	TELEPHONE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
90	CABLE EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
91	POWER EQUIPMENT	100,000	9,290	0	0	0	0	0	0	0	0
92	TELEPHONE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
93	CABLE TUBS	100,000	9,290	0	0	0	0	0	0	0	0
94	POWER TUBS	100,000	9,290	0	0	0	0	0	0	0	0
95	TELEPHONE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
96	CABLE PIPES	100,000	9,290	0	0	0	0	0	0	0	0
97	POWER PIPES	100,000	9,290	0	0	0	0	0	0	0	0
98	TELEPHONE MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
99	CABLE MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0
100	POWER MANHOLES	100,000	9,290	0	0	0	0	0	0	0	0



2 SURFACE PARKING ENLARGED SITE PLAN
1:200



1 OVERALL SITE PLAN
1:500

KEY PLAN



GENERAL NOTES:

1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.
2. THE DEVELOPER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
3. THE DEVELOPER SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
4. THE DEVELOPER SHALL MAINTAIN ACCESS TO ALL ADJACENT UTILITIES AT ALL TIMES.
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40. THE DEVELOPER SHALL MAINTAIN ACCESS TO ALL ADJACENT UTILITIES AT ALL TIMES.
41. THE DEVELOPER SHALL MAINTAIN ACCESS TO ALL ADJACENT STREETS AT ALL TIMES.
42. THE DEVELOPER SHALL MAINT



May 21, 2026

Chantalle Pelizzari, Secretary-Treasurer
Township of Centre Wellington
Committee of Adjustment
1 MacDonald Square
Elora, ON N0B 1S0

**Re: Minor Variance Application – Building D-2
Planning Justification Letter
6505 Wellington Rd 7
Elora South Inc.**

On behalf of our client, Elora South Inc., please accept this letter and the following materials as the complete Minor Variance Application for the property municipally known as 6505 Wellington Rd 7:

- One (1) copy of the original and signed Minor Variance Application Form;
- One (1) copy of the Site Plan prepared by Martin Simmons Sweers Architects (MSS Architects);
- One (1) copy of the Building Cross-Section prepared by MSS Architects, and;
- One (1) cheque in the amount of \$3,340.00 made payable to the Township of Centre Wellington representing the Minor Variance Application Review Fee.

Please be advised that the required fees and original, commissioned Application Form will be delivered to the Township following the digital submission.

The applicant is in the process of advancing site plan approval for the remaining buildings proposed pertaining to the Elora Mill South project including building D-2. This building proposed as part of the Elora Mill South project complies with the Centre Wellington Zoning by-law with the exception of setback and buffer requirements, which are the basis of this Minor Variance Application.

More specifically, Building D-2 spans multiple zones (R6, C1, and C1.50.8 Zone). Section 2.6.6 of the Zoning By-law permits this arrangement and provides that each zone applies to the portion of the lot within that zone as though it were a separate lot. As a result, the internal zone boundaries are treated as lot lines for zoning purposes.

Given that these internal zone boundaries intersect Building D-2, administrative deficiencies are created with respect to the interior side yard, rear yard, buffer strip, and parking area setback requirements within the R6 and C1.50.8 Zones, due to D-2 functioning as a single building overlapping these zoning boundaries.

As such, this Minor Variance application proposes to seek relief from the following Provisions in the Zoning By-law:

- 1) Section 5.4.1 - Permit a minimum setback of 0 metres to any lot line for parking areas, whereas 1.5 metres is required.

R6 Zone

- 2) Table 7H.F – Permit a minimum side yard setback of 0 metres abutting a residential zone, whereas 3.0 metres is required.
- 3) Table 7H.G – Permit a minimum rear yard setback of 0 metres, whereas 4.0 metres is required.

C1.50.8 Zone

- 4) Section 15.50.8 – Permit a minimum side yard setback of 0 metres abutting a residential zone, whereas 1.0 metres is required.
- 5) Section 10.2.3.i) – Permit a minimum 0 metre buffer strip abutting a residential zone.

This Letter provides an overview of the site and its context, proposed building, and the requested variances. This Letter also provides planning analysis with respect to the ‘Four Tests for a Variance’ set out in the *Planning Act*, and how the proposed variances maintain the general purpose and intent of the Official Plan and Zoning By-Law, is desirable for the use and development of the property, and is minor in nature.

1. Site Description and Context

The subject property is municipally addressed as 6505 Wellington Road 7, within the Elora Settlement Area, as delineated in the Township of Centre Wellington Official Plan (Figure 1). The overall property is outlined in blue, while the portion of the property corresponding to Building D-2, that is subject to this Minor Variance application, is outlined in dashed red. The existing and proposed development on the subject lands are discussed in Section 2 of this Letter.

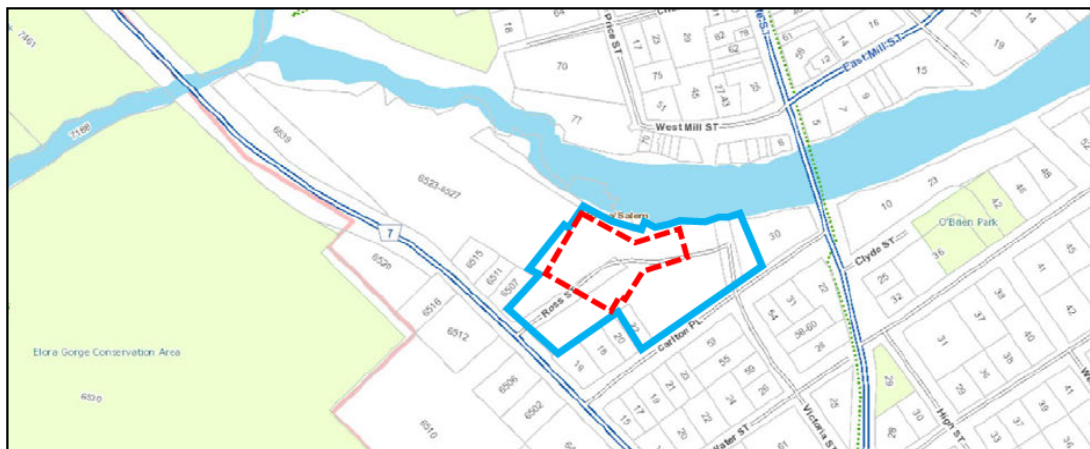


Figure 1: Aerial Imagery of the Overall Subject Lands (6505 Wellington Rd 7) Outlined in Blue, with Building D-2 Approximately Outlined in Dashed Red (Source: County of Wellington GIS Mapping)

In the broader neighbourhood context, the subject lands are situated within the Elora Settlement Area, positioned just south of the Grand River and within to the historic Elora downtown core. To the west exists medium-density residential uses, to the south exists low-density residential, commercial uses, and the treatment facility, to the north is the Grand River, and to the east are commercial uses.

2. Summary of Development Proposal and Minor Variance

The overall development introduces a coordinated set of buildings organized to deliver a blend of hospitality, residential, commercial and cultural functions that reinforce downtown Elora as a destination. Collectively, the development provides new housing supply, staff accommodations, retail uses, event space, hotel rooms, and structured parking, all integrated into the broader Elora Mill development.

As previously mentioned, the applicant is proposing to facilitate Site Plan Approval of the remaining proposed buildings of the Elora Mill South project.

In order to facilitate final site plan approval, a Minor Variance is requested to address the zoning deficiencies related to Building D-2 (herein after referred to as 'proposed building'). The proposed building includes hotel, personal service, restaurant, and retail uses, as shown in the architectural package submitted. The building is proposed as a four-storey building, with the fourth storey having a reduced footprint and being stepped back from the floors below. Figure 2 below shows the extent / outline of the proposed building as it relates to the proposed Minor Variance Application.

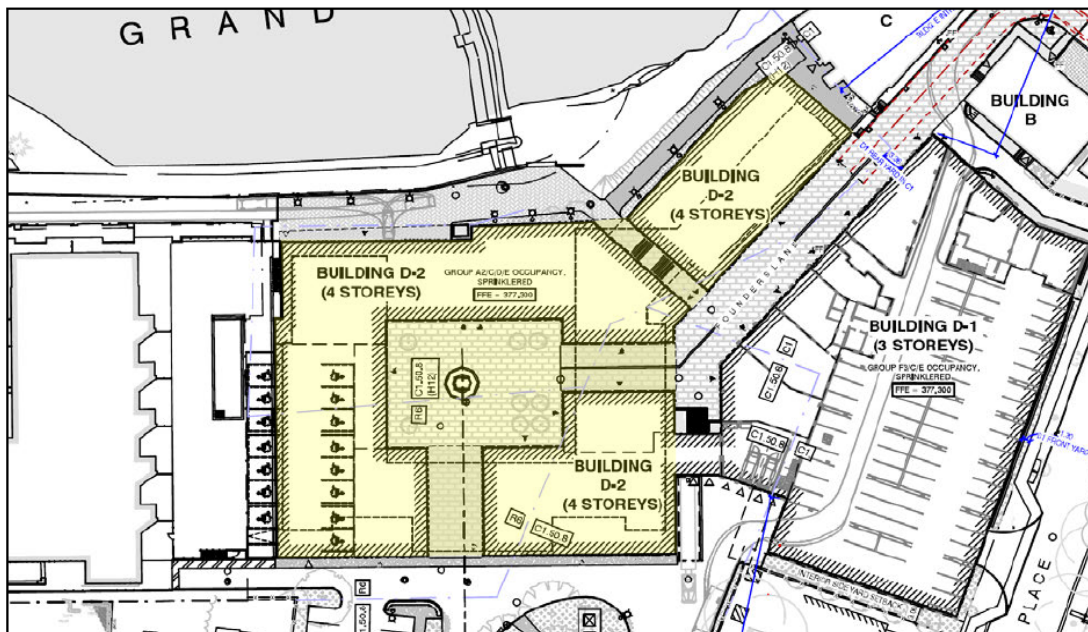


Figure 2: Site Plan Excerpt with Building D-2 Highlighted in Yellow (Source: MSS Architects)

As discussed in detail in Section 3.3 below, the building footprint of the proposed building is within three (3) zoning boundaries, including the C1, C1.50.8, and R6 Zone. The portion of Building D-2 located within the C1 Zone is fully compliant with the applicable regulations. The portion of Building D-2 located within the C1.50.8 and R6 Zones comply with the zoning regulations related to the permitted use, maximum building height, maximum lot coverage, parking supply, and overall built form.

Notwithstanding this, the identified zoning deficiencies relate to the required yard setbacks and buffer strip provisions of the C1.50.8 and R6 Zones, as well as the minimum setback required for parking areas. These deficiencies are primarily triggered by the existing internal zoning and property boundaries that intersect the proposed building and associated parking areas, rather than by external lot line relationships with surrounding properties. In other words, the requested variances are largely technical and administrative in nature, recognizing the integrated function of the Elora Mill South development and the overlap of internal zoning boundaries across a comprehensively planned site.

Section 3.3 of this Letter provides a detailed breakdown of the zoning deficiencies and requested variances.

3. Land Use Planning Framework

Land use planning and decision-making related to the same is guided by a range of legislation, policies, and plans set out at the Provincial, County, Municipal and neighbourhood levels. The following subsections of this Letter discuss the land use planning policy framework applicable to the subject property and how they have been considered for this Minor Variance Application.

3.1 County of Wellington Official Plan

The subject lands are identified within the “Primary Urban Centre” of Elora/Salem in Schedule ‘B1’ (Land Use – Centre Wellington) of the County of Wellington Official Plan. As per Section 7.4.1 of the County Official Plan, this area is intended to accommodate the most significant levels of to support a full range of land growth and development within the County. Lands within this designation are planned uses, including residential, commercial, industrial, institutional, parks, and open space, where such uses are compatible and adequately serviced.

Planning Comment: The proposed development is consistent with and supports the intent of the County of Wellington Official Plan and its policies for lands designated “Primary Urban Centre.” This designation identifies areas intended to accommodate a broad mix of land uses, higher density development, and full municipal servicing to support compact, complete, and walkable communities. The existing and proposed buildings on the site represent an appropriate form of intensification within the Elora Primary Urban Centre. The Elora Mill South project contributes to the creation of a vibrant mixed-use area that integrates residential, commercial, and hospitality uses in a manner consistent with the planned function of the designation.

3.2 Township of Centre Wellington Official Plan

Land Use

The subject lands are located within the Urban Area Boundary of the Township of Centre Wellington Official Plan and are recognized as part of the Elora/Salem Settlement Area, where growth and redevelopment are directed. As shown on Figure 3 below, outlined in blue, the lands are subject to several land use designations in Schedule 'A1' (Land Use – Elora) of the Township of Centre Wellington Official Plan, including 'Central Business District', 'Residential' and 'Core Greenlands'.

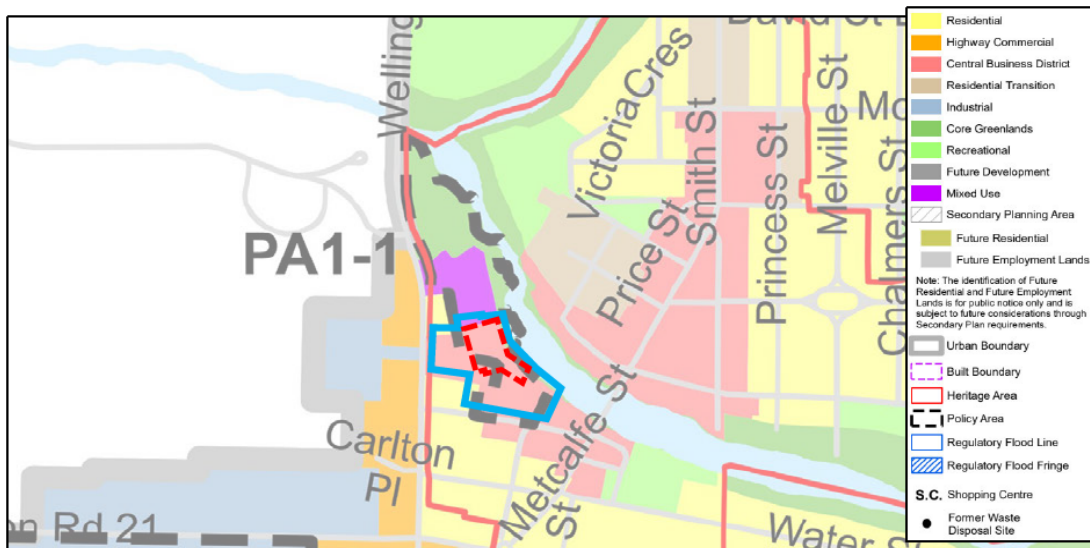


Figure 3: Land Use Map of the Overall Subject Lands Outlined in Blue, with Building D-2 Outlined in Dashed Red (Source: Township of Centre Wellington Official Plan – Schedule 'A1')

As outlined in dashed red on Figure 3 above, the building footprint of Building D-2 is located within the 'Central Business District' land use designation. As per Section D.3.3 of the Official Plan, the Central Business District designation is intended for a wide variety of retail, office, service, administrative, religious, cultural and entertainment uses. Residential uses are also permitted provided that retail, office or service commercial uses are located at street level.

Planning Comment: In this context, it is our opinion that the proposed building aligns with the permitted use policies of the Central Business District designation. The proposed building provides commercial, retail, and service uses that complement the mix of uses within the overall development and the broader neighbourhood.

Moreover, Section D.3.6 of the Official Plan provides that adequate setbacks and screening are to be provided within Central Business District areas that are adjacent to low-density residential areas.

Planning Comment: In response to the policy direction, it is our opinion that although the southern portion of the overall development abuts a low-density residential area, the proposed



building is mostly contained within the 'Central Business District' area. The proposed development will provide setbacks, fencing, and landscaped buffers along the northwestern and southeastern corner of the proposed building that directly abuts the single-detached properties. As discussed in detail in Section 3.3, we note that the variance relates to setbacks within the proposed building's internal zoning boundaries, as opposed to external property boundaries.

As such, it is our professional opinion that Building D-2 aligns with the objectives and policies of the Central Business District designation.

Special Policy Area

The 6505 Wellington Rd 7 property, including the majority of the building footprint of Building D-2, is located within a Special Policy Area designated as "PA1-1 Little Folks (Elora)." This Special Policy Area was established in 2012 to facilitate the overall development envisioned for these lands. Section PA1-1 of the Official Plan provides specific guidance for the physical development of this area, while all other policies of the Official Plan continue to apply. The vision for the Little Folks community emphasizes the creation of a compact, pedestrian-oriented mixed-use community that integrates residential, commercial, heritage, and natural features. The community is intended to be walkable, with interconnected streets, an active public realm, and opportunities for live-work, commercial, and residential uses.

Planning Comment: As a response to the policy directions of the Special Policy Area, the design and function of the proposed building is fully consistent with the objectives and policies of this area. By integrating a broad range of uses, the proposed building contributes to the creation of a compact, pedestrian-oriented mixed-use environment and facilitates a compatible relationship with adjacent residential and commercial uses, consistent with the policies related to heritage, urban design, and mixed-use development set out in the Official Plan.

Heritage Area

The subject lands are also within the "Heritage Areas" boundary which recognize areas containing a significant concentration of buildings with heritage value. Per Section C.2.10 of this Official Plan all development, redevelopment, or public works, including replacement or reconstruction of existing buildings, are expected to respect the protection and enhancement of heritage resources within these areas. The Township encourages new development to be compatible, sensitive, and sympathetic to existing heritage buildings, neighbouring structures, and the surrounding area. Development proposals that are inconsistent in size, scale, or character with surrounding heritage resources are discouraged.

Planning Comment: The proposed building has been designed to complement and integrate with the heritage character of the broader Elora Mill South development and surrounding Heritage Area. The proposed development reflects the broader design direction established through the Elora Mill South redevelopment, which emphasizes a cohesive architectural character, pedestrian-oriented design, compatible massing, and a respectful relationship with the historic industrial and mill context of downtown Elora.

3.3 Township of Centre Wellington Zoning By-law

The lands are subject to the Township of Centre Wellington Zoning By-law 2009-045. The overall subject lands are located within five (5) distinct zones, including the R6, C1.50.8, C1.50.8 (H12), C1, and R1A Zone (Figure 4).

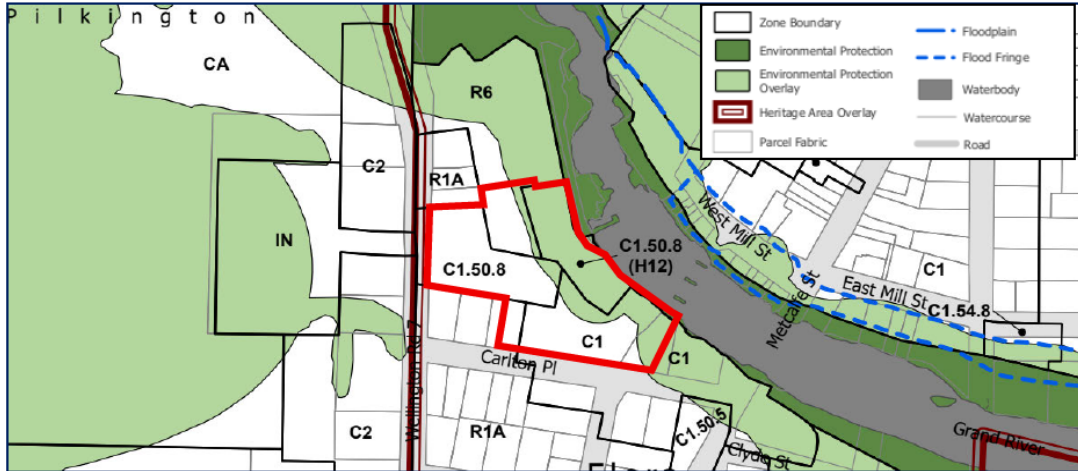


Figure 4: Zoning of the Overall Subject Lands (Source: Township of Centre Wellington Zoning By-law 2009-045 – Schedule 'A', Map 50)

More specifically, the building footprint of Building D-2 is located within four (4) distinct zones, including the 'R6', 'C1.50.8 (H12)', 'C1.50.8', and 'C1' Zone, with the majority of the building footprint within the 'C1.50.8' and 'R6' Zone.

Figure 5 below shows the zoning overlay over the Site Plan, as well as an illustration of the requested five (5) variances. **(NOTE: the zoning overlays in Figure 5 are conceptual for the purposes of illustrating the internal zoning boundaries).**

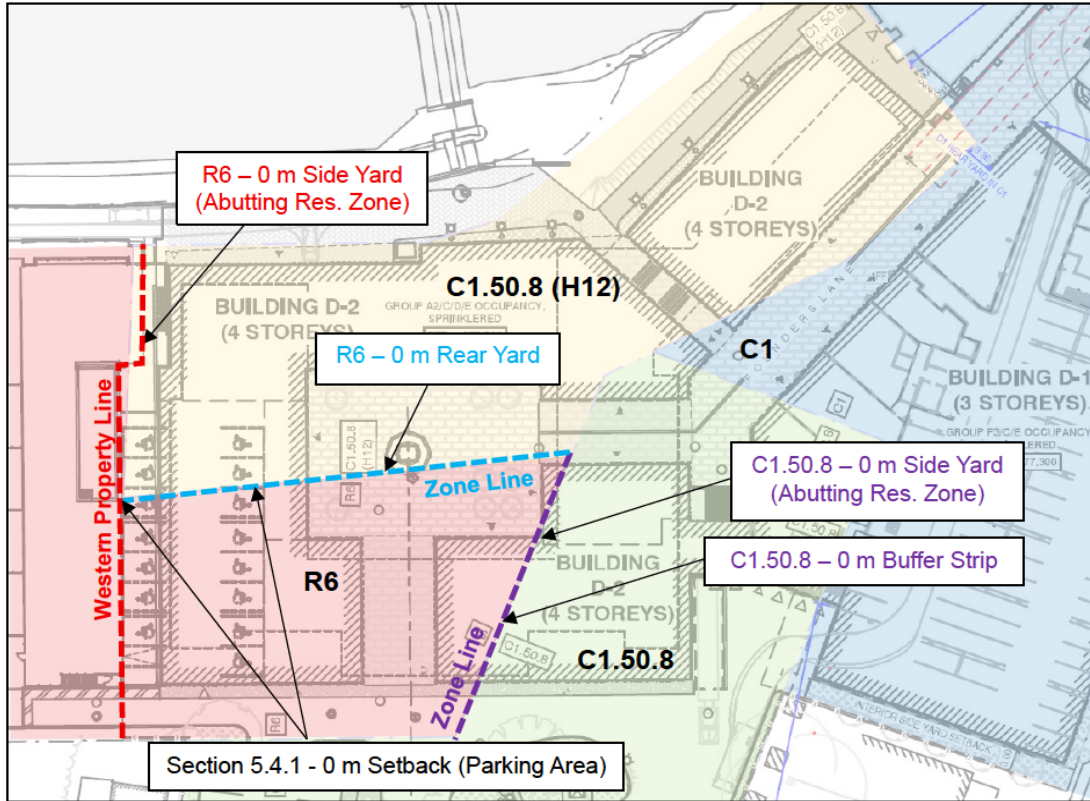


Figure 5: Zoning Overlay with Building D-2 Illustrating Requested Variances (Source: MSS Architects)

Section 2.6.6

Given the proposed building is located within multiple zone boundaries, it is subject to Section 2.6.6 of the Zoning By-law, which provides directions on how zoning boundaries are to be treated when multiple zones are on one lot, as noted below:

Where a lot has two or more of its parts classified in different zones, then the provisions for each zone shall apply to each part as if said part was a separate lot, excepting however where a portion of a property is zoned “EP” such portion may be used to satisfy the side yard, rear yard or front yard setback provisions.

In conforming to the regulation, the zone boundaries on Figure 5 above are to be treated as property lines when accounting for setbacks. The R6 Zone rear yard is outlined in dashed blue. The R6 side yard abutting a residential zone is represented in red to the west (which is the western interior property line). The C1.50.8 side yard and buffer strip is shown in dashed purple. The parking area is also shown intersecting and/or abutting the zone lines and western property lines. This minor variance application seeks to address the noted zone / western property line boundaries, as discussed in detail in Sections 3.3 and 4 below.

Holding Provision (H12)

A portion of the subject lands within the C1.50.8 Zone is currently subject to Holding Provision H12. The Holding Provision is related to heritage and servicing conditions. It is our understanding that the Holding Provision is anticipated to be removed in May/June 2026. As such, the requested Minor Variance *does not* affect the intent or function of the Holding Provision and is intended to work in conjunction with the broader planning and approval framework already established for the Elora Mill South development.

Permitted Uses

The R6 (Residential Mixed Use) and C1 (Central Business District Commercial) Zone permit a broad range of permitted uses in Section 7.6.1 and Tables 10A of the Zoning By-law. These uses include an extensive range of residential, commercial, and institutional uses. As such, the proposed hotel, personal service, restaurant, and retail uses in Building D-2 are permitted within all of these zones.

Parking Regulations

Section 5.4.1 of the Zoning By-law permits parking areas within any yard, provided that no parking space is located closer than 3.0 metres to a street line or 1.5 metres to any other lot line.

In the context of the proposed development, this provision triggers a variance for the parking areas due to the western lot line / internal zoning boundaries that traverse the site. Pursuant to Section 2.6.6 of the Zoning By-law, where multiple zones apply to one lot, each portion of the site is to be treated as though it were a separate lot for the purposes of zoning compliance. The requested variance therefore seeks to recognize the coordinated nature of the Elora Mill South development and address technical setback deficiencies associated with these internal zoning divisions.

Building Regulations

Table 1 below summarizes the building regulations pertaining to the R6, C1, and C1.50.8 Zones and reviews the details of the proposed building corresponding to the zone boundaries. Further, Table 2 provides the parking requirements of the proposed building. Provisions in red text below require a Minor Variance.

Table 1: Building regulations of the R6, C1, and C1.50.8 Zone, as compared to the corresponding portions of Building D-2 located within the zones

Zone Regulation	R6 Zone		C1 Zone		C1.50.8 Zone	
	Regulation	Provided	Regulation	Provided	Regulation	Provided
Min. Lot Area	No Minimum	1.87 Hectare	No Minimum	1.87 Hectare	No Minimum	1.87 Hectare
Min. Lot Frontage	5.0 m	173.28 m	No Minimum	173.28 m	No Minimum	173.28 m
Min. Front Yard	No Minimum	TBD	No Minimum	TBD	1.0 m, where abutting a residential zone	TBD
Min. Exterior Side Yard	No Minimum	TBD	No Minimum	TBD	1.0 m, where abutting a	TBD

					residential zone	
Min. Side Yard	No Minimum, except where a side yard abuts a residential zone, the minimum side yard shall be 1.0 m	0 m	No Minimum, except where an interior side lot line abuts a Residential Zone, the minimum shall be 3.0 m (9.8 ft)	0 m	1.0 m, where abutting a residential zone	0 m
Min. Rear Yard	4 m	0 m	No Minimum, except where a rear yard abuts a Residential Zone, the minimum shall be 3.0 m (9.8 ft)	N/A	1.0 m, where abutting a residential zone	4.0 m
Max. Building Height	18 m	18 m	3 storeys but not more than 11 m (36 ft)	3 storeys and 11 m	18 m	18 m
Min. Landscaped Open Space	20% of the lot area	23.8 %	-	-	-	-
Max. Lot Coverage	-	-	90%	48%	90%	48%
Buffer Strip	-	-	A buffer strip is required along any interior side lot line and rear lot line which abuts land zoned for residential or institutional purposes.	N/A	A buffer strip is required along any interior side lot line and rear lot line which abuts land zoned for residential or institutional purposes.	0 m provided to the interior side lot line to the west

Table 2: Parking Requirement of the Proposed Development

Parking Requirement				
Building Use	Required	Spaces Required	Eligibility for 50% reduction	Provided (Building D-2)
Retail	1 space per 20 m ² Gross Leasable Area	35 spaces	Yes – 17 spaces	17 spaces
Restaurant	1 space per 9 m ² Gross Leasable Area plus 1 space per 18 m ² of patio area	42 spaces	Yes – 21 spaces	21 spaces

Personal Service (Spa)	1 space per 30 m ² Gross Leasable Area	57 spaces	Yes – 29 spaces	29 spaces
Hotel	1 space per guest room	91 spaces	No – 91 spaces	91 spaces
Total Number of Parking Spaces	-	-	158 spaces	158 spaces
Number of Barrier-free parking spaces	-	10 spaces	-	10 spaces

Portion of Building D-2 Located Within the R6 Zone

The portion of Building D-2 located within the R6 Zone abuts the same residential zone (R6) to the west, and is subject to a side yard setback of 1.0 metre. Furthermore, it is subject to a 4.0 metre rear yard setback. The Minor Variance request is being advanced to address these matters.

Portion of Building D-2 Located Within the C1 Zone

The portion of the proposed building located within the C1 Zone adheres to all the applicable zoning regulations. The C1 Zone permits 0 metre setbacks on all yards, provided the building does not abut a residential zone. The portion of the proposed building within the C1 Zone is not adjacent to a residential zone, and as such a 0 metre setback is permitted in all yards.

Furthermore, we note that although portions of the proposed building are characterized as four storeys based on the Carlton Place lot frontage, the building footprint is stepped back and fourth storey not located within the C1 Zone (see the Building Section prepared by MSS Architects enclosed). As such, the portion of the proposed building within the C1 Zone is three storeys in height and has a building height of 11 metres, compliant with C1 Zone regulations.

Portion of Building D-2 Located Within the C1.50.8 Zone

The portion of Building D-2 located within the C1.50.8 Zone abuts a residential zone (R6) to the west, and is subject to a side yard setback of 1.0 metre and the provision of a buffer strip along the side lot line (west). The Minor Variance request is being advanced to address these matters.

Required Variances

As noted above, in order to facilitate full zoning compliance for the portions of Building D-2 located within the 'C1.50.8' and 'R6' Zones, the applicant is advancing a Minor Variance application requesting relief from the following:

- 1) Section 5.4.1 - Permit a minimum setback of 0 metres to any lot line for parking areas, whereas 1.5 metres is required.

R6 Zone

- 2) Table 7H.F – Permit a side yard setback of 0 metres abutting a residential zone, whereas 3.0 metres is required.
- 3) Table 7H.G – Permit a rear yard setback of 0 metres, whereas 4.0 metres is required.

C1.50.8 Zone

- 4) Section 15.50.8 – Permit a side yard setback of 0 metres abutting a residential zone, whereas 1.0 metres is required.
- 5) Section 10.2.3.i) – Permit a 0 m buffer strip abutting a residential zone.

4. Planning Analysis – ‘Four Tests’ of a Minor Variance

Section 45(1) of the *Planning Act* establishes the ‘Four Tests of a Variance’ which are to be assessed when considering the appropriateness of a minor variance. These are:

- Does the variance maintain the general intent and purpose of the Official Plan?
- Does the variance maintain the general intent and purpose of the Zoning By-Law?
- Is the variance appropriate and desirable for the use and development of the lands?
- Is the application minor in nature?

The following subsections of this Letter discuss these tests and provide land use planning rationale for each of the proposed variances.

4.1 Permit a minimum setback of 0 metres to any lot line for parking areas, whereas 1.5 metres is required.

a) Does the variance maintain the general intent and purpose of the Official Plan?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Official Plan.

The requested relief relates to a parking area associated with the broader Elora Mill South development and does not alter the approved land use permissions, building scale, density, or overall function of the site. The Official Plan supports compact, integrated, and pedestrian-oriented mixed-use development within the Central Business District and Heritage Area, while also recognizing the importance of efficient site design and coordinated development.

The requested variance pertains to an internalized condition within the broader development lands and does not create adverse impacts on adjacent low-density residential properties or the public realm. The parking area forms part of a coordinated site design that has been planned comprehensively with the surrounding buildings, internal circulation system, and shared amenity areas. As such, the variance maintains the intent of the Official Plan by supporting the continued implementation of a cohesive mixed-use development that is compatible with the surrounding context.

b) Does the variance maintain the general intent and purpose of the Zoning By-Law?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Zoning By-Law.

The intent of the parking setback provisions in Section 5.4.1 is to ensure appropriate separation between parking areas and adjacent properties in order to address compatibility, circulation, landscaping, and potential impacts such as noise or visual intrusion. In this instance, the requested relief relates to an internal property line / zoning line condition within the integrated

Elora Mill South development lands, where the parking area functions as part of a coordinated site layout.

Importantly, the variance does not reduce setbacks to external residential properties or public streets in a manner that would create land use compatibility concerns. The parking areas have been designed comprehensively as part of the broader development and continue to maintain the overall intent of the Zoning By-law. The requested variance therefore represents a technical adjustment that recognizes the integrated nature of the site design.

c) Is the variance appropriate and desirable for the use and development of the property?

Yes, it is our professional opinion that the proposed variance is appropriate and desirable for the use and development of the property.

The requested relief facilitates an efficient and coordinated site layout while supporting the continued implementation of the Elora Mill South development. The parking area has been designed as part of an integrated development pattern that includes shared access, circulation, amenity areas, and coordinated built form relationships between the various phases of development.

Further, no adverse impacts are anticipated as a result of the requested variance, as the relief relates to an internalized condition within the broader development lands rather than an interface with external residential properties. The proposal continues to maintain an appropriate relationship with surrounding uses while allowing for a practical and functional site design.

d) Is the application minor in nature?

Yes, it is our professional opinion that the requested variance is minor in nature.

The requested relief relates specifically to a localized parking setback condition internal to the Elora Mill South development. The variance is technical in nature and reflects the integrated design and function of the overall development lands. Given that the parking area already functions as part of a coordinated site plan and no adverse impacts are anticipated on surrounding properties, it is our opinion that the variance is appropriately characterized as minor.

4.2 Permit a side yard setback of 0 metres abutting a residential zone, whereas 3.0 metres is required (R6 Zone)

a) Does the variance maintain the general intent and purpose of the Official Plan?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Official Plan.

As mentioned previously, the proposed building contains uses that are permitted within the Central Business District designation. The proposed building, together with the overall development, contributes to the creation of a pedestrian-oriented mixed-use environment that is sensitive to the broader Heritage Area, aligning with the objectives of the Central Business District designation.

Section D.3.6 of the Official Plan provides policy directions regarding the provision of setbacks in Central Business District Areas that are adjacent to low-density areas. As a response, the proposed building provides adequate setbacks to the adjacent single-detached dwellings that are located southeast and southwest of the building.

The variance request relates to the portion of Building D-2 that abuts the western property line shared with the existing condominium lands associated with Building A. Importantly, the proposed condition already exists today through the shared pool terrace connection between Building D-2 and the existing condominium development, which extends across the internal property line. As such, the requested variance is not introducing a new interface condition or reducing separation to an external residential property, but rather recognizing an existing integrated development relationship within the broader Elora Mill South lands.

Therefore, it is our opinion that the variance is administrative in nature and maintains the overall purpose and intent of the Official Plan by providing adequate setbacks and meaningful transitions to abutting low-density residential uses.

b) Does the variance maintain the general intent and purpose of the Zoning By-Law?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Zoning By-Law.

As noted in Section 3.3., the variance requests a reduction in the minimum required side yard setback, from 3.0 m to 0 m, for the portion of the proposed building located within the R6 Zone abutting the western property line. The requested relief is triggered by the existing internal property line between Building D-2 and the adjacent condominium lands associated with Building A, rather than by an external interface with a separate residential neighbourhood.

Importantly, the existing shared pool terrace connection between Building D-2 and the condominium building already crosses this property line, meaning the 0 metre setback condition effectively exists today as part of the integrated design of the Elora Mill South development. The variance therefore recognizes and formalizes an established condition that functions cohesively as part of the broader development.

Importantly, the proposed building continues to comply with all relevant zoning regulations, including the permitted use and permitted maximum building height. Therefore, it is our opinion that the proposed variance remains consistent with the general intent and purpose of the R6 Zone.

c) Is the variance appropriate and desirable for the use and development of the property?

Yes. It is our professional opinion that the proposed variance is desirable for the use and development of the property.

There are no anticipated adverse impacts resulting from the proposed variance. Setback requirements relating to external property boundaries and adjacent low-density residential uses continue to be maintained. The requested relief pertains specifically to an internal property line condition between two components of the broader Elora Mill South development that are already physically and functionally connected through the existing shared pool terrace.

As such, the variance facilitates a cohesive site design and recognizes the integrated nature of the development while maintaining compatibility with the surrounding area. Accordingly, it is our opinion that the proposed variance is desirable for the use and development of the property.

d) *Is the application minor in nature?*

Yes, given the foregoing, it is our professional opinion that the variance application is minor in nature.

The requested relief relates to a localized condition along an internal property line between Building D-2 and the adjacent condominium lands associated with Building A, where a shared terrace connection already exists. As the 0 metre setback condition is effectively established on the site today, the variance does not create any new impacts relating to building separation, overlook, privacy, or compatibility.

The requested variance is therefore technical and administrative in nature, recognizing the integrated design of the Elora Mill South development while maintaining the intent of the Zoning By-law.

4.3 Permit a rear yard setback of 0 metres, whereas 4.0 metres is required (R6 Zone)

a) *Does the variance maintain the general intent and purpose of the Official Plan?*

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Official Plan.

The proposed development represents a mixed-use, pedestrian-oriented development that is compatible with the heritage context of the surrounding area. The development will enhance the streetscape of Founders Lane and Carlton Place, and provide community-supportive uses for the local community. Further, the proposed development contains uses that are permitted within the Central Business District designation.

As previously noted, Section D.3.6 of the Official Plan provides policy directions regarding the provision of setbacks in Central Business District Areas that are adjacent to low-density areas. The minor variance pertains to the applicable rear yard setback requirement for the portion of the building located within the R6 Zone, which was triggered due to the existing zoning division within the lot, as per Section 2.6.6 of the Zoning By-law. We note that the setback requirement does not relate to any external property boundary, whereas the variance facilitates the continuity of the building form of the proposed building.

As such, it is our opinion that the variance is administrative in nature and maintains the overall purpose and intent of the Official Plan.

b) *Does the variance maintain the general intent and purpose of the Zoning By-Law?*

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Zoning By-Law.

The rear yard setback deficiency is generated by an internal zoning boundary between the R6 and C1.50.8(H12) Zones located within the proposed building footprint. The variance therefore addresses an internal technical zoning condition rather than an external lot interface.

The requested relief does not create adverse built form impacts and allows the building to function as a cohesive structure. The proposed building continues to comply with the broader zoning framework applicable to the lands.

The proposed building continues to comply with all the relevant provisions of the Zoning By-law, including permitted use, and permitted maximum building height, demonstrating that the variance represents a technical and contextually appropriate solution in order to facilitate zoning compliance of the proposed development. As such, it is our professional opinion that the proposed variance remains consistent with the general intent and purpose of the R6 Zone.

c) Is the variance appropriate and desirable for the use and development of the property?

Yes. It is our professional opinion that the proposed variance is desirable for the use and development of the property.

The variance facilitates an efficient and coordinated building layout while avoiding unnecessary breaks or fragmentation within the building footprint. The requested relief supports the orderly implementation of the development without negatively impacting adjacent properties or the public realm.

d) Is the application minor in nature?

Yes, it is our professional opinion that the variance application is minor in nature.

The variance is technical and administrative in nature, resulting from internal zoning boundaries rather than reduced setbacks to neighbouring properties. No adverse impacts are anticipated as a result of the requested relief.

4.4 Permit a side yard setback of 0 metres abutting a residential zone, whereas 1.0 metres is required (C1.50.8 Zone)

a) Does the variance maintain the general intent and purpose of the Official Plan?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Official Plan.

The proposed building supports the mixed-use, heritage-sensitive, and pedestrian-oriented vision established for the Elora Mill South lands and the Central Business District designation. The requested relief relates to an internal zoning boundary condition and does not reduce setbacks along external property lines where compatibility measures are required.

Appropriate buffering and transition continue to be provided where the development interfaces with adjacent residential uses.

b) Does the variance maintain the general intent and purpose of the Zoning By-Law?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Zoning By-Law.

The intent of the side yard setback provision is to ensure compatibility and separation between uses. In this case, the setback deficiency is internal to the subject lands and results from the application of Section 2.6.6 of the Zoning By-law.

The requested reduction does not create adverse impacts related to privacy, access, or massing and allows the building to function as a unified structure. The development otherwise complies with the applicable zoning permissions and performance standards.

c) Is the variance appropriate and desirable for the use and development of the property?

Yes. It is our professional opinion that the proposed variance is desirable for the use and development of the property.

As noted earlier, in this context, the side yard setback does not relate to an exterior property boundary, but rather are triggered by internal zoning boundaries, and would not create adverse impacts on adjacent properties. It is noted that where the proposed building abuts a residential zone or use, such as to the west, southwest and southeast of the proposed building, appropriate setbacks will be provided.

d) Is the application minor in nature?

Yes, given the foregoing, it is our professional opinion that the variance application is minor in nature.

The variance is technical in nature and does not generate adverse impacts on adjacent lands or the surrounding area. The requested relief reflects the unique zoning configuration of the subject lands and facilitates a cohesive building form.

4.5 Permit a 0 m buffer strip abutting a residential zone (C1.50.8 Zone)

a) Does the variance maintain the general intent and purpose of the Official Plan?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Official Plan.

The intent of the Official Plan policies respecting buffering and screening is to ensure compatibility between mixed-use development and adjacent residential areas. Appropriate landscaping, setbacks, and screening continue to be provided along exterior property boundaries where the development interfaces with residential uses.

The requested variance relates to an internal zoning boundary within the development parcel and therefore does not undermine the compatibility objectives of the Official Plan.



b) Does the variance maintain the general intent and purpose of the Zoning By-Law?

Yes, it is our professional opinion that the proposed variance maintains the general intent and purpose of the Zoning By-Law.

The intent of the buffer strip requirement is to provide visual screening and separation between incompatible land uses. In this instance, the required buffer strip is triggered internally within the subject lands as a result of the zoning configuration and not due to an external lot relationship.

Given that the zoning boundary does not represent an actual property boundary, the requested relief does not create adverse impacts and maintains the overall intent of the Zoning By-law.

c) Is the variance appropriate and desirable for the use and development of the property?

The requested variance is desirable for the development of the property.

The variance facilitates a cohesive building design and eliminates unnecessary buffering requirements through a building that would not serve a functional land use planning purpose. Appropriate landscaping and screening continue to be provided along external development edges where warranted.

d) Is the application minor in nature?

The requested variance is minor in nature.

The variance is administrative and technical in nature and does not result in adverse impacts on neighbouring lands or the public realm. The requested relief reflects the unique internal zoning configuration affecting the subject property.

5. Conclusion

We trust that the materials provided to your attention satisfy the 'complete' application requirements for the proposed Minor Variance Application and we look forward to your confirmation of the same.

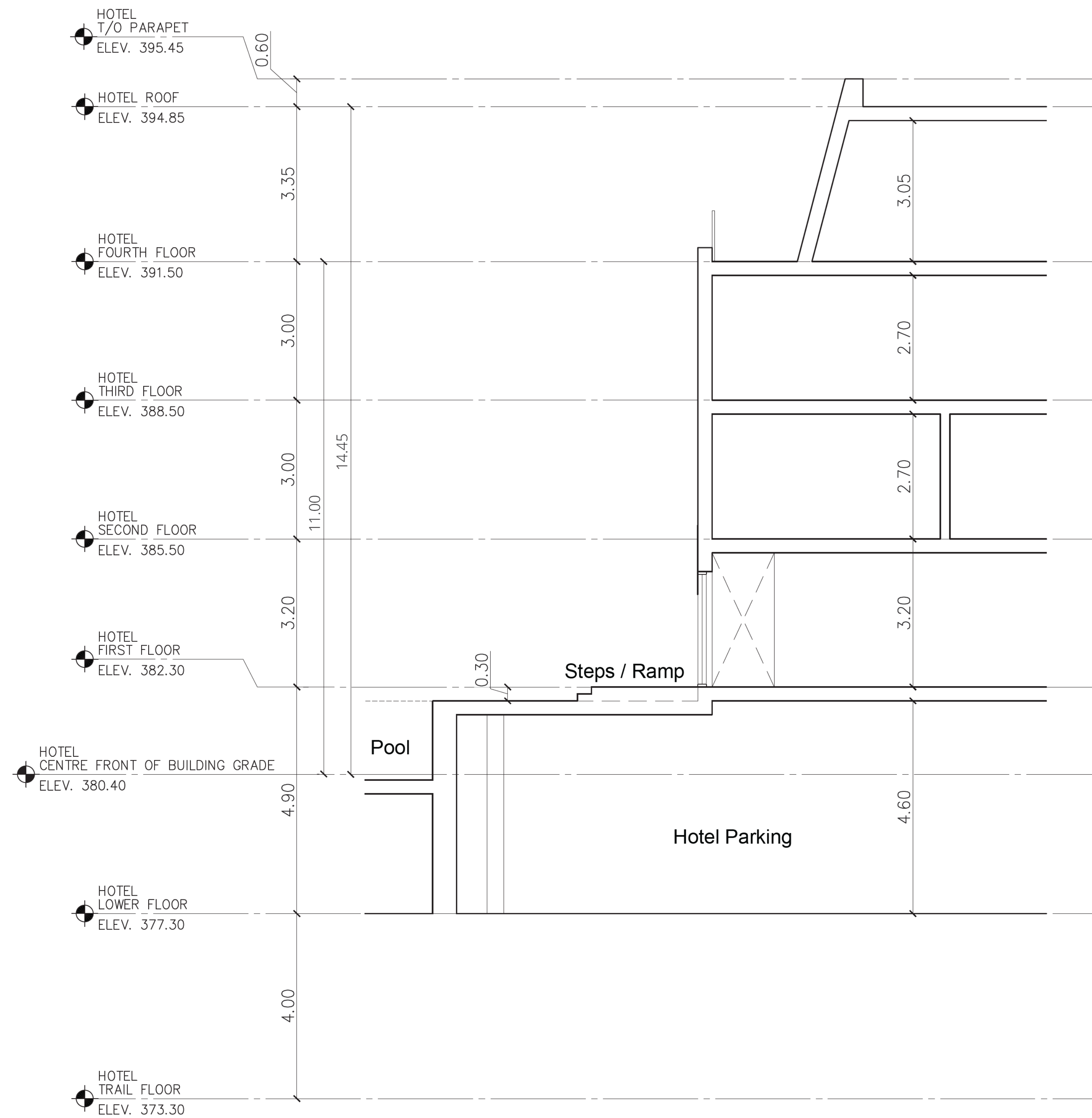
Should you have any questions, please do not hesitate to contact the undersigned. We look forward to working with you and your team on this project.

Respectfully submitted,



David Galbraith MCIP RPP
President, UP Consulting

Christian Tsimenidis MCIP RPP
Senior Planner, UP Consulting



Enlarged Section @ West Side Pool
Scale: 1:50



**COMMITTEE OF ADJUSTMENT
COMMENTS FROM STAFF, PUBLIC & AGENCIES**

APPLICATION NUMBER: A008-2026
LOCATION: 6505 Wellington Road 7, Elora
HEARING DATE: June 18, 2026
OWNER(S): Elora South Inc.
AGENT: Up Consulting Ltd. – David Falbraith

REQUEST: The applicant is seeking relief from the By-law requirements as described in the below table:

R6 Zone – Table 7H		
Regulation	Requirement	Proposed
Item F. Minimum Side Yard	Where a side yard abuts a residential zone, the minimum side yard shall be 1.0 m	0 m
Item G. Minimum Rear Yard	4 m	0 m
C1.50.8 Zone – Sections 15.50.8 & 10.2.3		
Regulation	Requirement	Proposed
Item I. Buffer Strip (C1 zone)	A buffer strip is required along any interior side lot line and rear lot line which abuts land zoned for residential or institutional purposes.	0 m
Item 2. Side Yard (C1.50.8)	The minimum yard abutting a residential zone shall be 1.0 m	0 m
Section 5.4 – Non-Residential Use or Zone Parking		
Regulation	Requirement	Proposed
5.4.1	Parking areas may be located within any yard provided that no part of a parking space is located closer than 3 m (9.8 ft) to any street line, or closer than 1.5 m (4.9 ft) to any other lot line.	0 m

BY-LAW REQUIREMENTS: The The subject property is zoned “C1” Central Business District Commercial, “C1.50.8” Central Business District Commercial Exception, “C1.50.8 (H12)” Central Business District Commercial Exception Holding, and “R6” Residential Mixed Use. The table above sets out specific zoning requirements.

STAFF RECOMMENDATION: No objection

CONDITIONS RECOMMENDED: No

COMMENTS

Township Planning:

Staff does not object to the variances for the development of the subject property.

The application requests several variances to facilitate the development of the next phase of the Elora South Inc. lands on the south side of the Grand River associated with the Elora Mill redevelopment. The subject property is designated “Mixed Use,” “Central Business District,” and “Core Greenlands” in the Township official plan. In addition, 6505 Wellington Road 7 is located within the Little Folks special policy area (PA1-1), which encourages compact, pedestrian-oriented development integrating residential and commercial uses. The special policy area promotes efficient use of land, supports opportunities for housing and employment, encourages the preservation of existing non-residential buildings, and protects significant natural features. The proposed development includes a new mixed-use building (D-2) with internal parking, hotel units, retail/commercial uses, and a restaurant. The proposal aligns with the intent of the above policies in the official plan.

The subject property is zoned “C1” Central Business District Commercial, “C1.50.8” Central Business District Commercial Exception, “C1.50.8 (H12)” Central Business District Commercial Exception (Holding Provision), and “R6” Residential in the Township of Centre Wellington zoning by-law. Figure 1 of this report illustrates the requested variances. Proposed Building D-2 is situated across three zone designations, including one holding provision: C1, C1.50.8, C1.50.8 (H12) and R6 zones. The portion of the building located within the C1 Zone complies with all applicable zoning requirements. The portions situated within the C1.50.8 and R6 zones also comply with the applicable provisions relating to permitted uses, front yard setback, building height, and lot coverage. The requested relief is limited to deficiencies associated with required side and rear yard setbacks, buffer strip requirements, and parking areas that do not meet the minimum setback requirements from zone boundary lines, resulting in a 0 metre setback.

Section 2.6.6 of the zoning by-law states that where a lot contains lands classified in different zones, the provisions applicable to each zone shall apply to each respective portion as though it were a separate lot. The internal zone boundaries effectively create setback and buffer strip deficiencies where portions of the building cross from one zone into another and where parking areas are located in proximity to internal zone lines. In practical terms, these deficiencies are a function of the property having multiple zones within one proposed building footprint. The current zone boundaries reflect a much earlier development concept that was presented at the time of rezoning to allow the development. The variances can be considered technical in nature and do not create adverse impacts typically associated with reduced setbacks or buffer areas. The proposed building massing, site organization, and parking layout continue to support the broader vision for the Elora Mill South development which is currently under review

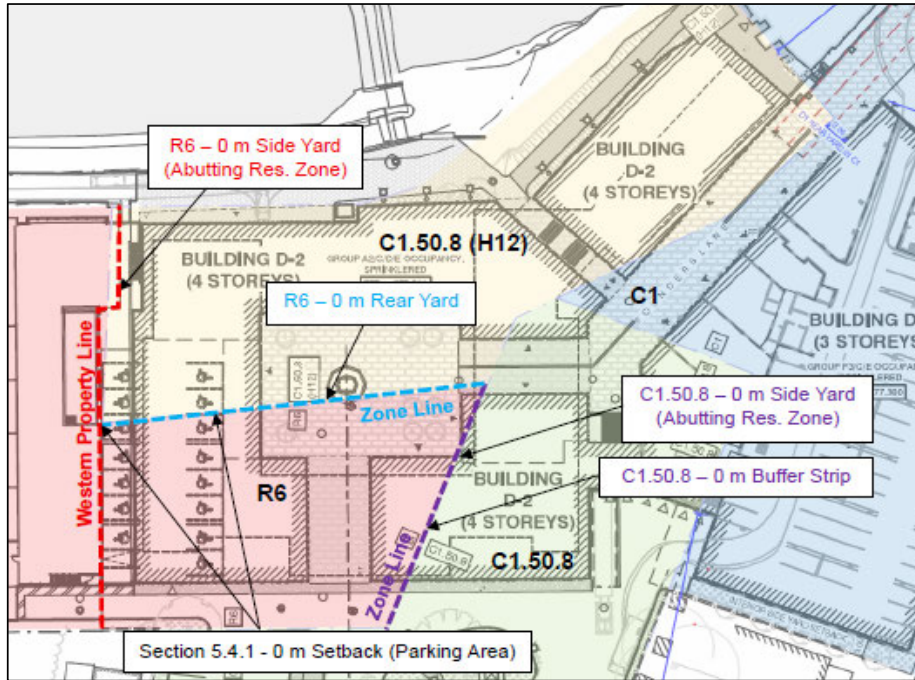
through the site plan application review process. Detailed matters such as zoning compliance, circulation, site and building design, parking, landscaping, and servicing are being evaluated to ensure that the development satisfies all Township requirements and all appropriate agreements are in place before the site can be developed.

A planning opinion letter was provided by the applicant's planning consultant. Staff has reviewed the letter and is in general agreement with the assessment and opinions presented. In staff's opinion, the requested variances are minor in nature, desirable for the appropriate development and use of the lands and maintain the general intent and purpose of both the Township of Centre Wellington Official Plan and Zoning By-law. The variances primarily address technical zoning deficiencies resulting from internal zoning boundaries on a comprehensively planned site resulting from changes since the original conceptual design was developed and do not result in adverse impacts on adjacent properties or the surrounding area.

Figure 1: Zoning Deficiency Table

R6 Zone – Table 7H		
Regulation	Requirement	Proposed
Item F. Minimum Side Yard	Where a side yard abuts a residential zone, the minimum side yard shall be 1.0 m	0 m
Item G. Minimum Rear Yard	4 m	0 m
C1.50.8 Zone – Sections 15.50.8 & 10.2.3		
Regulation	Requirement	Proposed
Item I. Buffer Strip (C1 zone)	A buffer strip is required along any interior side lot line and rear lot line which abuts land zoned for residential or institutional purposes.	0 m
Item 2. Side Yard (C1.50.8)	The minimum yard abutting a residential zone shall be 1.0 m	0 m
Section 5.4 – Non-Residential Use or Zone Parking		
Regulation	Requirement	Proposed
5.4.1	Parking areas may be located within any yard provided that no part of a parking space is located closer than 3 m (9.8 ft) to any street line, or closer than 1.5 m (4.9 ft) to any other lot line.	0 m

Figure 2: 6505 Wellington Road 7, Elora



County Planning:

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that relief is being requested from Zoning By-law No. 2009-045:

- Section 7.6 (Table 7H, item F): To permit a minimum side yard setback of 0 m, whereas a minimum side yard setback of 1.0 m is required.
- Section 7.6 (Table 7H, item G): To permit a minimum rear yard setback of 0 m, whereas a minimum side yard setback of 4.0 m is required.
- Section 5.4.1: To permit a minimum setback of 0 m to any lot line for parking areas, whereas 1.5 m is required.
- Section 15.50.8 (Item 2): To permit a minimum yard abutting a residential zone to be 0 m, whereas a minimum yard abutting a residential zone of 1.0 m is required.
- Section 10.2.3 (Item I): To permit a minimum 0 m buffer strip abutting a residential zone, whereas a buffer strip is required along any interior side lot line and rear lot line which abuts a residential or industrial zone.

The subject lands are designated as Primary Urban Centre (Elora/Salem) and Core Greenlands in the County Official Plan. Identified features on the property include Hazard lands regulated by Grand River Conservation Authority (GRCA). Planning staff note that the purpose of this application is to facilitate the construction of a mixed-use development. The Township will need to be satisfied that the four tests of a Minor Variance are met.

It is noted that the property is located within a Well Head Protection Area. Comments from Wellington Source Water Protection should be considered.

Building Department: The Building Department has no comments or concerns with this request.

Infrastructure Services (Roads): N/A

Source Water Protection: Section 29 Notice issued. See attached.

County Roads Department: No objections.

Grand River Conservation Authority:

Grand River Conservation Authority (GRCA) staff have reviewed the above-noted minor variance application which proposes a 0 metre parking lot setback where 1.5 metres are required, a 0 metre residential side yard setback where 3 metres are required, a 0 metre residential rear yard setback where 4 metres are required, to permit a 0 metre side yard setback where 1 metre is required, and to permit a 0 metre buffer strip abutting a residential zone.

Recommendation

The GRCA has no objection to the proposed minor variance application.

Documents Reviewed by Staff

Staff have reviewed the following documents submitted with this application:

- Notice of Hearing A008-2026 Document Package, prepared by Centre Wellington, May 2026.

GRCA Comments

GRCA has reviewed this application under the Mandatory Programs and Services Regulation (Ontario Regulation 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 5.2 of the Provincial Planning Statement (PPS, 2024), as a regulatory authority under Ontario Regulation 41/24 and as a public body under the *Planning Act* as per our CA Board approved policies.

Information currently available to this office indicates that a portion of the subject property contains a slope erosion hazard associated with the Grand River and the regulated allowance adjacent to the hazard. A copy of GRCA's resource mapping is attached.

Due to the presence of the features noted above, a portion of the subject property is regulated by the GRCA under Ontario Regulation 41/24 – Prohibited Activities, Exemptions and Permits Regulation. Any future development or other alteration within the regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 41/24.

It is understood that the minor variance application is requesting relief from the zoning by-law for several reduced setbacks. GRCA staff are of the understanding that when a property contains multiple zones, each zone will be treated as if it was a unique lot. After reviewing the application, it appears that the requested variances are seeking relief from internal property boundaries that encompass the site. As such, the GRCA has no objection to the approval of this minor variance application. Future development activity on the subject property within GRCA's regulated area will require a GRCA Permit.

REPORT COMPILED BY: C. Pellizzari, Secretary-Treasurer

COMMENTS FROM PUBLIC RECEIVED: Yes – see attached.



Restricted Land Use Notice No Prohibition or Risk Management Plan Requirement

Issued under Section 59 (2)(a) of the Clean Water Act, 2006.

Notice Number: TCW-S59-26-011

Description and Date of Application/Supporting Documents: Minor Variance Application (A008-2026), June 2026 / Site Plan Drawing, Wellhead Protection Area Maps, Grand River Source Protection Plan, Application for Minor Variance

Applicant: David Galbraith, Up Consulting
Email: david@upconsulting.ca

Roll Number: 232600001114500

WHPA: WHPA-C, ICA, WHPA-Q1, WHPA-Q2 **Vulnerability Score:** 8, Chloride **Threats:** Application Of Road Salt, Storage Of Road Salt, Storage Of Snow, Storage Of A Dense Non Aqueous Phase Liquid (DNAPL)

Property Address: 6505 Wellington Rd 7 **Town:** Elora

Municipality: Township of Centre Wellington **Province:** Ontario **Postal Code:** N0B 1S0

Source Protection Plan: Grand River **Drinking Water System:** Centre Wellington

Property Owner Information

Name: Elora South Inc. c/o Mackenzie Meek

Phone: 519-650-5151 ext. 239 **Email:** mackenzie@pearlehospitality.ca

Mailing Address: 611 Tradewind Drive, Ancaster, Ontario, L9G 4V5



This Notice is being issued under subsection 59 2(a) of the Clean Water Act, 2006 and was prepared in response to an Application (as described above under Description/Supporting Documents) received for the property that is identified above. One or more of the land uses proposed to be engaged in, at the above noted property, has been designated as a restricted land use under Section 59 of the Clean Water Act and the application is either for a provision of the Planning Act prescribed under Section 62, Ontario Regulation 287/07 of the Clean Water Act or for a building permit under the Ontario Building Code.

The Application was reviewed in accordance with the Clean Water Act and the Grand River Source Protection Plan, as amended. Based on the information submitted as part of the Application, Section 57 (Prohibition) or Section 58 (Risk Management Plan) of the Clean Water Act do not apply, at this time, to the activities outlined in the Application for the above referenced property.

Rationale:

This Notice pertains to a Minor Variance Application (A008-2026) at 6505 Wellington Rd 7, Elora. A Section 59 2 (a) Notice to proceed is being provided to deem the application complete. A Risk Management Plan for Winter Maintenance activities must be negotiated prior to building permit issuance. Comments will continue to be provided for Site Plan Applications.

This Notice is only effective as it relates to the above referenced Application

- Any change to the information submitted under the Application nullifies this Notice, unless otherwise permitted by the Risk Management Official.
- This Notice is not valid for any subsequent approvals under the Planning Act or building permits under the Ontario Building Code for the property. Further Section 59 notices will be required for subsequent applications at the property and a risk management plan may be required.
- Pursuant to Section 53 (3), Ontario Regulation 287/07 under the Clean Water Act, this notice, once issued, is a public document. All information submitted for development of this notice is subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

This Notice has been issued under the Authority of the Risk Management Official appointed for the Township of Centre Wellington under by-law 2016-22. This Notice has been issued in accordance with the Clean Water Act, 2006, Section 59, Ontario Regulation 287/07 and the Grand River Source Protection Plan as amended.



If you require further information, please contact the undersigned.

A handwritten signature in black ink that reads "Kyle Davis".

04/06/2026

Kyle Davis, Risk Management Official

519-846-9691 ext 362

kdavis@centrewellington.ca

Attachment(s): WHPA Maps

Wellington Source Water Protection is a municipal partnership between Township of Centre Wellington | Town of Erin | Guelph / Eramosa Township | Township of Mapleton | Town of Minto | Township of Puslinch | Township of Wellington North | County of Wellington. The purpose of the Clean Water Act is to protect existing and future sources of drinking water.



Explore Wellington

6505 Wellington Road 7, Elora



Legend

- Parcels
- Roads
 - Local Road
 - County Road
 - Highway
- Urban Centres and Hamlets
- Well Locations
 - Existing
 - Proposed
- Issue Contributing Area
 - Chloride
 - Nitrate
 - Sodium
 - TCE
- Wellhead Protection Area
 - A
 - B
 - C
 - D
- Vulnerability Score
 - 10
 - 8, D, 8, C
 - 2, 4, 6 (A, B or C); 2, B
 - 2, 4, 6, D; 2, 4, D, 2, 4, 6 (D); 4, D, 6,
- HVA
- Parcel rank

Notes

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

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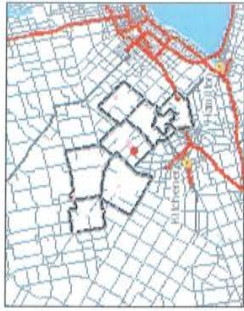
THIS IS NOT SURVEY DATA. Parcels - Teranet 2002, Wellington County 2025

0.1
0
0.07
0.1 Kilometers

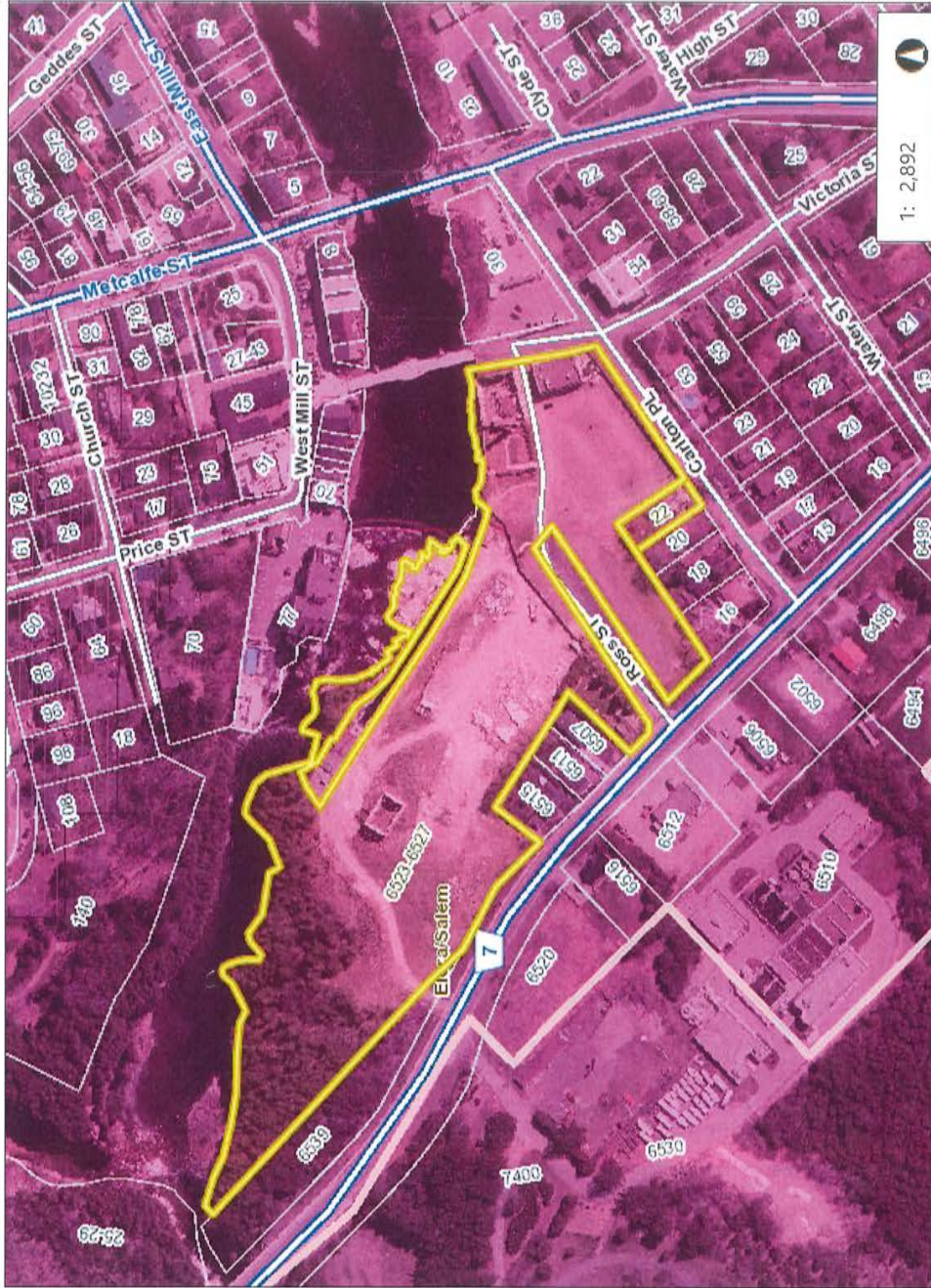
WGS_1984_Web_Mercator_Auxiliary_Sphere
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6505 Wellington Road 7, Elora - Quantity



- Legend**
- Parcels
 - Roads
 - Local Road
 - County Road
 - Highway
 - Urban Centres and Hamlets
 - WHPA Q1_Q2_Boundary
 - WHPA Q1_Q2
 - Approved
 - Draft
 - SGRA
 - Intake Protection Zone_Q
 - RoadsLookup
 - Prime Agriculture



1: 2,892

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
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THIS IS NOT SURVEY DATA. Parcels - Teranet 2002, Wellington County 2025

Notes

From: [REDACTED]
To: [Chantalle Pellizzari](#)
Subject: A008-2026
Date: June 9, 2026 7:05:43 PM

You don't often get email from [REDACTED]. [Learn why this is important](#)

CAUTION: EXTERNAL EMAIL - This email comes from an external organization. **DO NOT give your username and/or password**, reply to the email, click links (embedded links) or open attachment(s) unless you recognize the sender email address

Hi Chantelle,

I am the owner of 6511 Wellington 7 and would like to voice my concern about the changes to the interior side yard setbacks. I am concerned for my neighbour to the right who will be abutting the proposed parking lot. Given setback is already so small 1m or 1.5m, I don't believe there should be a 0 setback on the side that abuts the residential property. Further I believe there should be a small buffer between the parking lot and my neighbour.

Rick



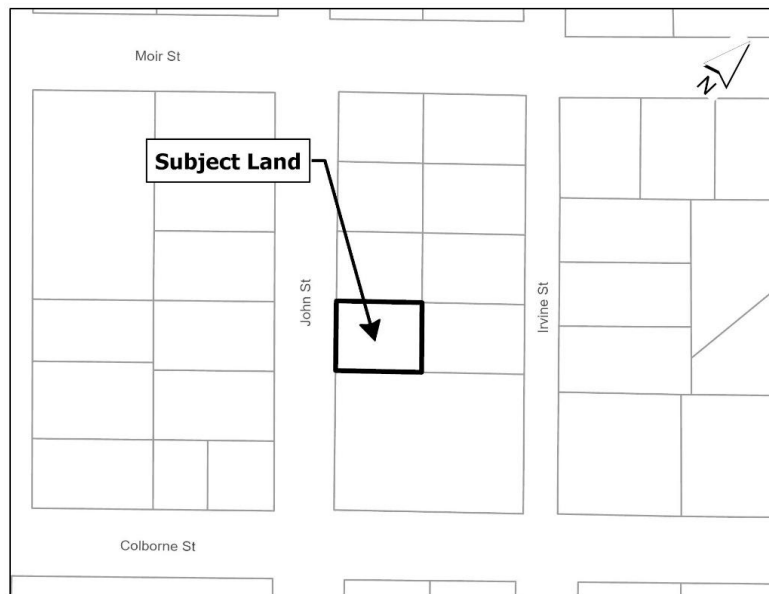
**COMMITTEE OF ADJUSTMENT
NOTICE OF APPLICATION
FOR MINOR VARIANCE AND PUBLIC HEARING**

FILE NO: A009-2026
APPLICANT: Anna Drimmie
AGENTS: Saltford Row Design Build – Raisa Lalui
LOCATION: 165 John Street, Elora

BY-LAW REQUIREMENTS: The property is zoned “R1A” Residential in the Centre Wellington Zoning By-law No. 2009-045, as amended. Section 7.1.2, Table 7A, Item H, states that the minimum side yard shall be 1.5 metres (4.9 ft).

REQUEST FOR RELIEF: Relief is being requested to permit the side yard to be 0.9 metres (2.9 ft) in lieu of the required minimum 1.5 metres (4.9 ft). The effect of the variance is to facilitate the construction of an attached garage.

PROPERTY LOCATION MAP



The Committee of Adjustment for the Township of Centre Wellington will be holding a public hearing to consider applications under Section 45 of the Planning Act R.S.O. 1990 P/13, as amended.

DATE OF HEARING: June 18, 2026
TIME OF HEARING: 3:00 p.m.
HEARING LOCATION: Council Chambers, 1 MacDonald Square, Elora

SEE REVERSE SIDE →

How do I receive notification of the decision?

If you wish to be notified of the Decision of the Township of Centre Wellington Committee of Adjustment, in respect of this application, you MUST submit a written request for Notice of Decision to the Secretary-Treasurer, Committee of Adjustment, Township of Centre Wellington, 1 MacDonald Square, Elora, Ontario N0B 1S0. This will also entitle you to be advised of a possible Ontario Land Tribunal (OLT) Hearing. Even if you are the successful party, you should request a copy of the Decision since the Township of Centre Wellington Committee of Adjustment Decision may be appealed to the OLT by the applicant, the Minister, or a specified person or public body.

How do I get more information?

In Person: Visit the office of the Secretary-Treasurer of the Committee of Adjustment at 1 MacDonald Square, Lower Level, Elora, Ontario

By Email: cpellizzari@centrewellington.ca

By Telephone: 519-846-9691, Ext 241, between the hours of 8:30 a.m. and 4:30 p.m. Monday to Friday.

How do I provide comments?

You may provide your comments, in support or opposition, regarding this application:

In Person: By appearing at the Public Hearing. Please advise the Secretary-Treasurer of the Committee of Adjustment of your intention to appear before the Committee.

In Writing: Filing a written submission. Written comments on the application may be forwarded in person, by mail or email to Chantalle Pellizzari, Secretary-Treasurer, Committee of Adjustment at the contact information provided below.

Note: Requests to appear on the Agenda and written submissions are requested to be submitted to the Secretary-Treasurer by: June 9, 2026. Comments submitted on these matters including the originator's name and address become part of the public record, may be viewed by the general public and may be published in a staff report, included in a Committee of Adjustment Agenda and posted on the Township's web site. Owners of any land that contains seven or more residential units shall post this notice in a location that is visible to all of the residents.

Dated this 28th day of May 2026
Chantalle Pellizzari | Secretary-Treasurer Committee of Adjustment



PROJECT NORTH

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
---	REISSUED FOR CLIENT REVIEW
---	ISSUED FOR PERMIT



SALTFOPRD ROW

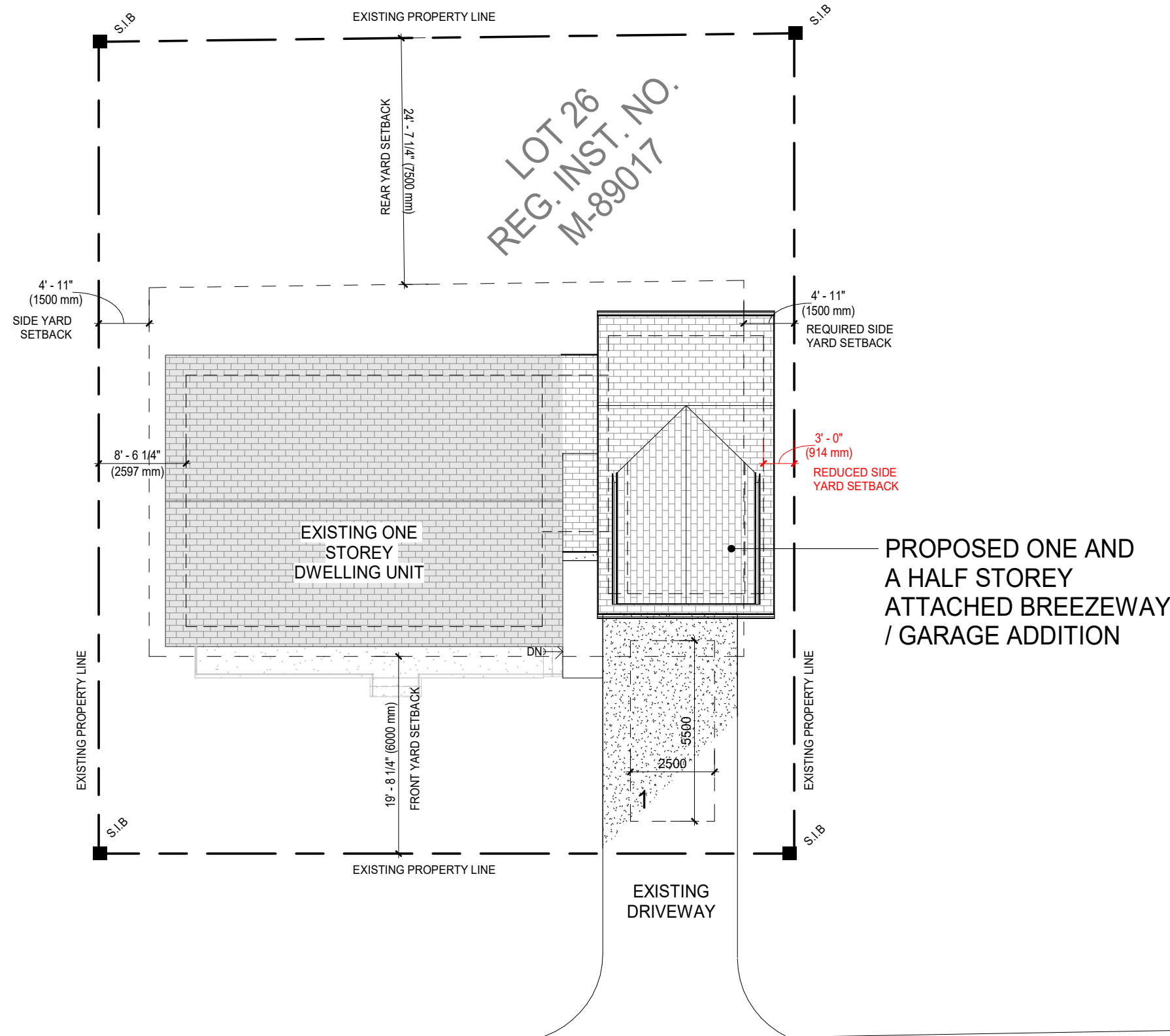
PROPOSED ADDITION

165 JOHN STREET,
ELORA, ON. N0B 1Z0

SITE PLAN

DRAWN BY: J.KELLY PROJECT No.: 26TC036

SP1.0



LOT 26
REG. INST. NO.
M-89017

PROPOSED ONE AND
A HALF STOREY
ATTACHED BREEZEWAY
/ GARAGE ADDITION

JOHN STREET

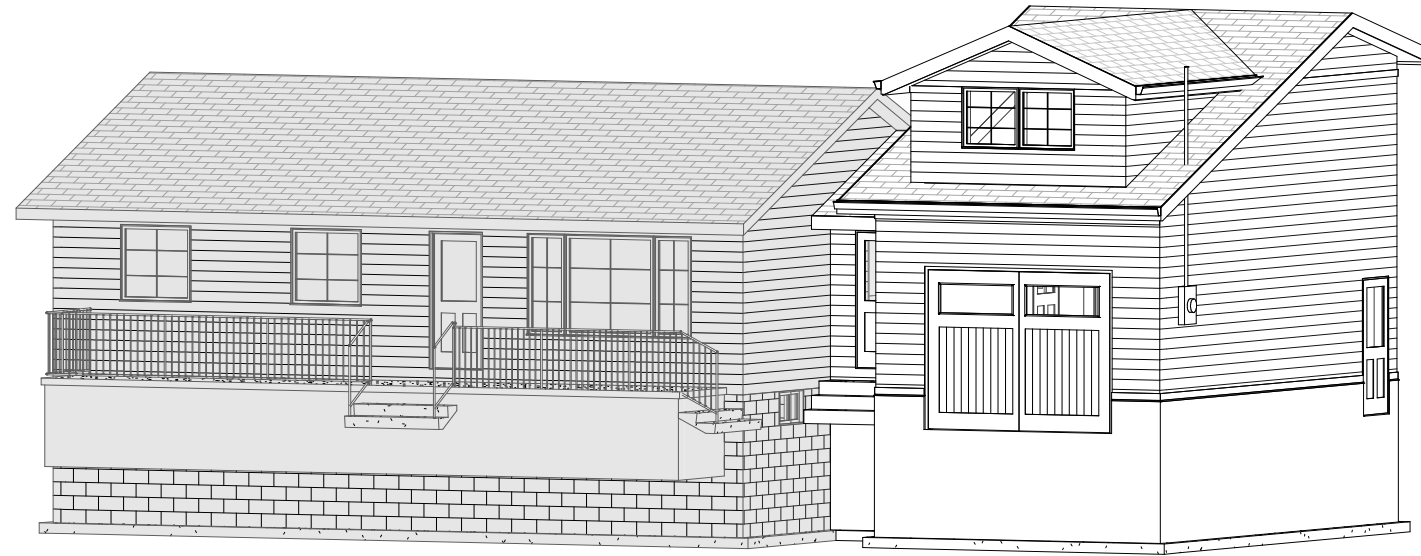
1 PROPOSED SITE PLAN
SP1.0 3/32" = 1'-0"

NOTE:
- INFORMATION TAKEN FROM CENTER
WELLINGTON GIS MAPPING SERVICE

SINGLE FAMILY RESIDENTIAL:
PROPOSED ADDITION

165 JOHN STREET,
ELORA, ON. N0B 120

DRAWING LIST	
NO.	SHEET NAME
A0.0	COVER PAGE, PROJECT NOTES AND SYMBOLS
A0.1	O.B.C INFORMATION
A0.2	SCHEDULES
A0.3	TYPE SCHEDULES
A1.0	BASEMENT PROPOSED PLAN
A2.0	MAIN FLOOR DEMOLITION PLAN
A2.1	MAIN FLOOR PROPOSED PLAN
A2.2	SECOND FLOOR PROPOSED PLAN
A3.0	ROOF PLAN
A4.0	PROPOSED BUILDING ELEVATION
A4.1	PROPOSED BUILDING ELEVATION
A4.2	PROPOSED BUILDING ELEVATION
A5.0	BUILDING SECTIONS
A5.1	WALL SECTIONS
A6.0	DETAILS
SP1.0	SITE PLAN



PLAN LEGEND	
SYMBOL	DISCRIPTION
	HARDWIRED INTERCONNECTED VISUAL AND AUDIBLE SMOKE ALARM *(1.)
	HARDWIRED INTERCONNECTED VISUAL AND AUDIBLE CARBON MONOXIDE ALARM
	PROVIDE MIN. 50 CFM FAN FOR, VENT DIRECTLY TO THE EXTERIOR
	PROPOSED POINT LOAD FROM ABOVE. PROVIDE BLOCKING WITH IN FLOOR JOIST SPACE BELOW COLUMN ABOVE
	BUILT-UP STUD POST (REFER TO PLANS FOR SIZES)
	STRIP FOOTING, REFER TO SCHEDULE
	WALL TYPE, REFER TO SCHEDULE
	EXISTING WALL TO REMAIN, SHOWN SHADED
	EXISTING DOOR TO REMAIN, SHOWN AT 45°

NOTE:
1. FOR ALL RENOVATIONS AND ADDITIONS SMOKE ALARMS MAY BE BATTERY OPERATED (TABLE 11.5.1.1.C175)

GENERAL NOTES

- UNLESS NOTED OTHERWISE ON THE DRAWINGS, THE FOLLOWING NOTES SHALL GOVERN.
- ALL WORK ON THIS PROJECT SHALL CONFORM TO THE 2024 ONTARIO BUILDING CODE, ANY LOCAL REGULATIONS AND BYLAWS, AND THE CURRENT OCCUPATIONAL HEALTH AND SAFETY ACT (OHSA) AND CURRENT REGULATIONS FOR CONSTRUCTION PROJECTS. ALL CODES AND STANDARDS SHALL BE THOSE REFERENCED IN OBC 2024.
- ALL STANDARDS ARE TO BE THE YEAR, EDITIONS, DOCUMENT NUMBERS, ETC AS PER OBC 2024 DIVISION B, T.1.3.1.2. WHERE DISCREPANCIES EXIST BETWEEN OUR DRAWINGS AND T.1.3.1.2, THE TABLE SHALL GOVERN UNLESS NOTED OTHERWISE.
- THIS SET OF DRAWINGS SUPERCEDES AND REPLACES ALL PREVIOUS DRAWINGS.
- READ THESE DRAWINGS IN CONJUNCTION WITH ALL RELATED CONTRACT DOCUMENTS.
- THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND MEASUREMENTS ON SITE.
- IF ANY DISCREPANCIES ON THE DRAWINGS EXIST, THE MOST STRINGENT SHALL APPLY.
- DIMENSIONS TO EXISTING WALLS ARE TO FINISHED FACE.
- ALL PROPOSED DIMENSIONS ARE TO WOOD FRAMING/STRUCTURE.
- DRAWINGS ARE NOT TO BE SCALED.

STRUCTURAL NOTES

- DESIGN LOADS
SNOW LOAD
 - Sr = 0.40 kPa | Cb = 0.55 kPa | Ss = 2.2 kPa (PART 9 DESIGN, FERGUS/ELORA)
 - Roof (Snow) = (Cb x Ss) + Sr = 1.61 kPa
 - ROOF DEAD LOAD = 0.75 kPa
 - FLOOR DEAD LOAD = 0.5 kPa
 - FLOOR LIVE LOAD = 1.9 kPa
 - ASSUMED BEARING CAPACITY = 75 kPa
- ALL GUARDS TO BE IN CONFORMANCE WITH OBC 2024
- ALL LUMBER TO BE SPF No. 1/2 OR BETTER
- ALL BUILT UP BEAMS TO HAVE CONTINUOUS PLYS BETWEEN SUPPORTS AS SHOWN ON PLAN
- FASTEN BUILT UP MEMBERS TOGETHER WITH (3) 3" NAILS AT 12" O.C.
- USE JOIST HANGERS WHERE MEMBERS FRAME INTO THE SIDE OF SUPPORTING MEMBERS
- STEEL BEAMS SHALL BE NEW MATERIAL GRADE 350W.
- LVL = WEYERHAUSER 2.0E MICROLLAM LVL, WITH MINIMUM VALUES:
 - E = 2.0 x 10⁶ PSI, FB = 4,805 psi, FV = 530 psi, G = 125,000 psi, Fc,PERP = 1365 psi
 - APPROVED EQUIVALENTS: WEST FRASER LVL 3100 Fb = 2.0E; LP SOLID START LVL 2900 Fb = 2.0E; INTERNATIONAL BEAMS LVL 2.0E; BOISE CASCADE VERSA-LAM 3100 2.0E; BOISE CASCADE GP-LVL 2.0E (FORMERLY PG LAM LVL 2.0E)

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
---	REISSUED FOR CLIENT REVIEW
---	ISSUED FOR PERMIT



SALTFOPRD ROW

PROPOSED ADDITION

165 JOHN STREET,
ELORA, ON. N0B 120

COVER PAGE, PROJECT
NOTES AND SYMBOLS

DRAWN BY: J.KELLY PROJECT No.: 26TC036

A0.0

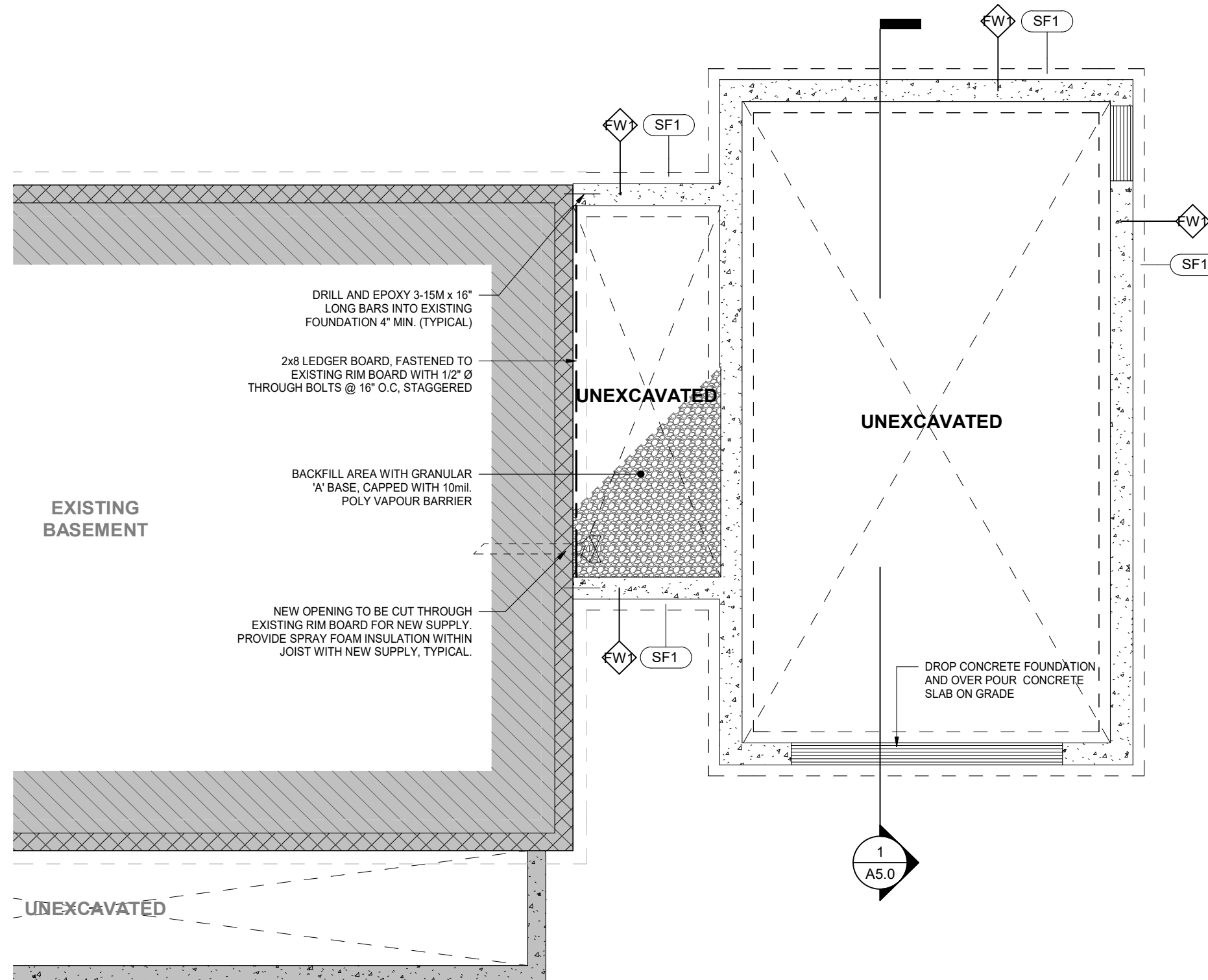


PROJECT NORTH



TRUE NORTH

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
----	REISSUED FOR CLIENT REVIEW
----	ISSUED FOR PERMIT



SALTFOPRD ROW

PROPOSED ADDITION

165 JOHN STREET,
ELORA, ON. N0B 1Z0

BASEMENT PROPOSED
PLAN

DRAWN BY: J.KELLY	PROJECT No.: 26TC036
----------------------	-------------------------

A1.0

1
A1.0 BASEMENT PLAN
1/4" = 1'-0"

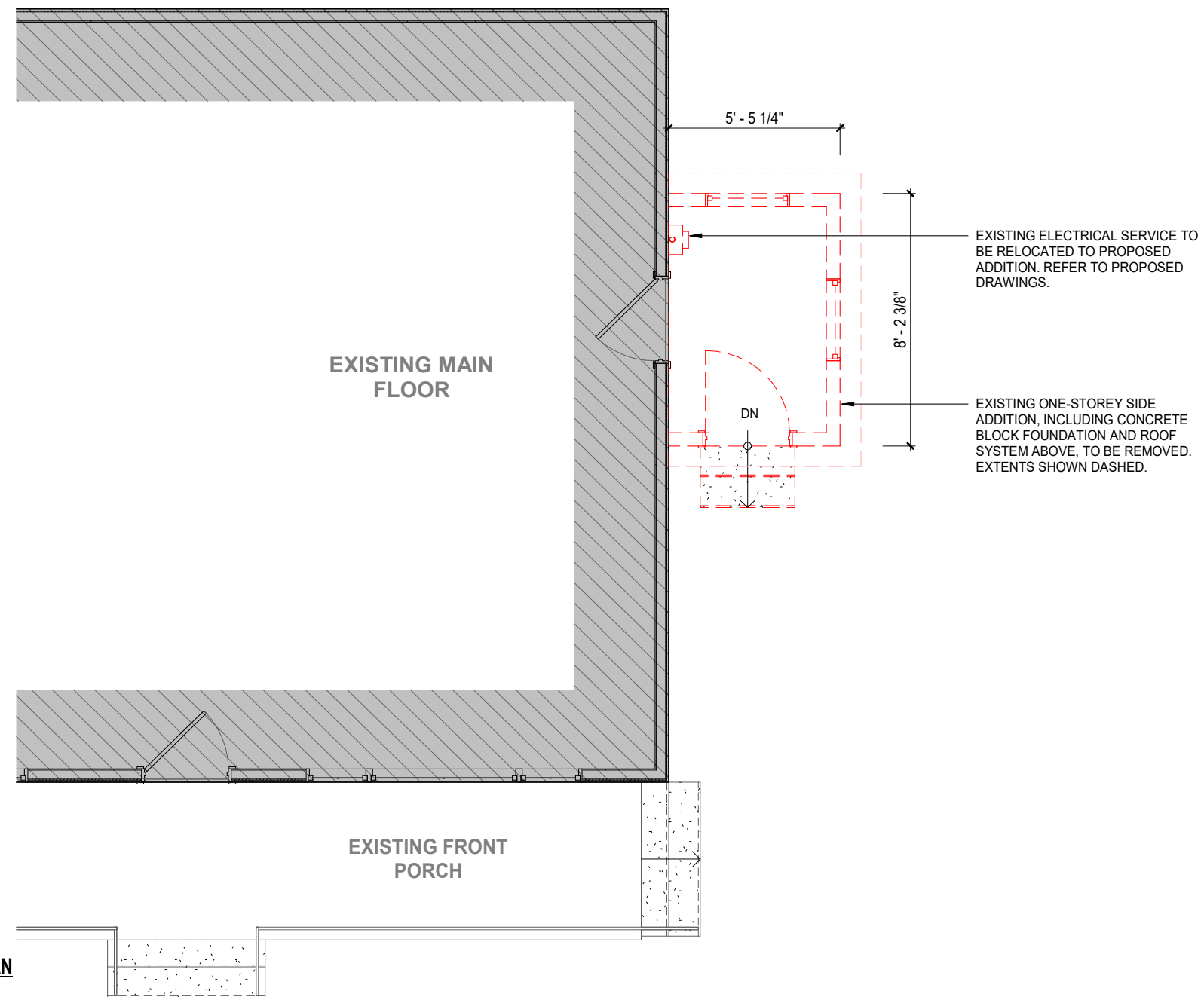


PROJECT NORTH



TRUE NORTH

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
----	REISSUED FOR CLIENT REVIEW
----	ISSUED FOR PERMIT



SALTFOPRD ROW

PROPOSED ADDITION

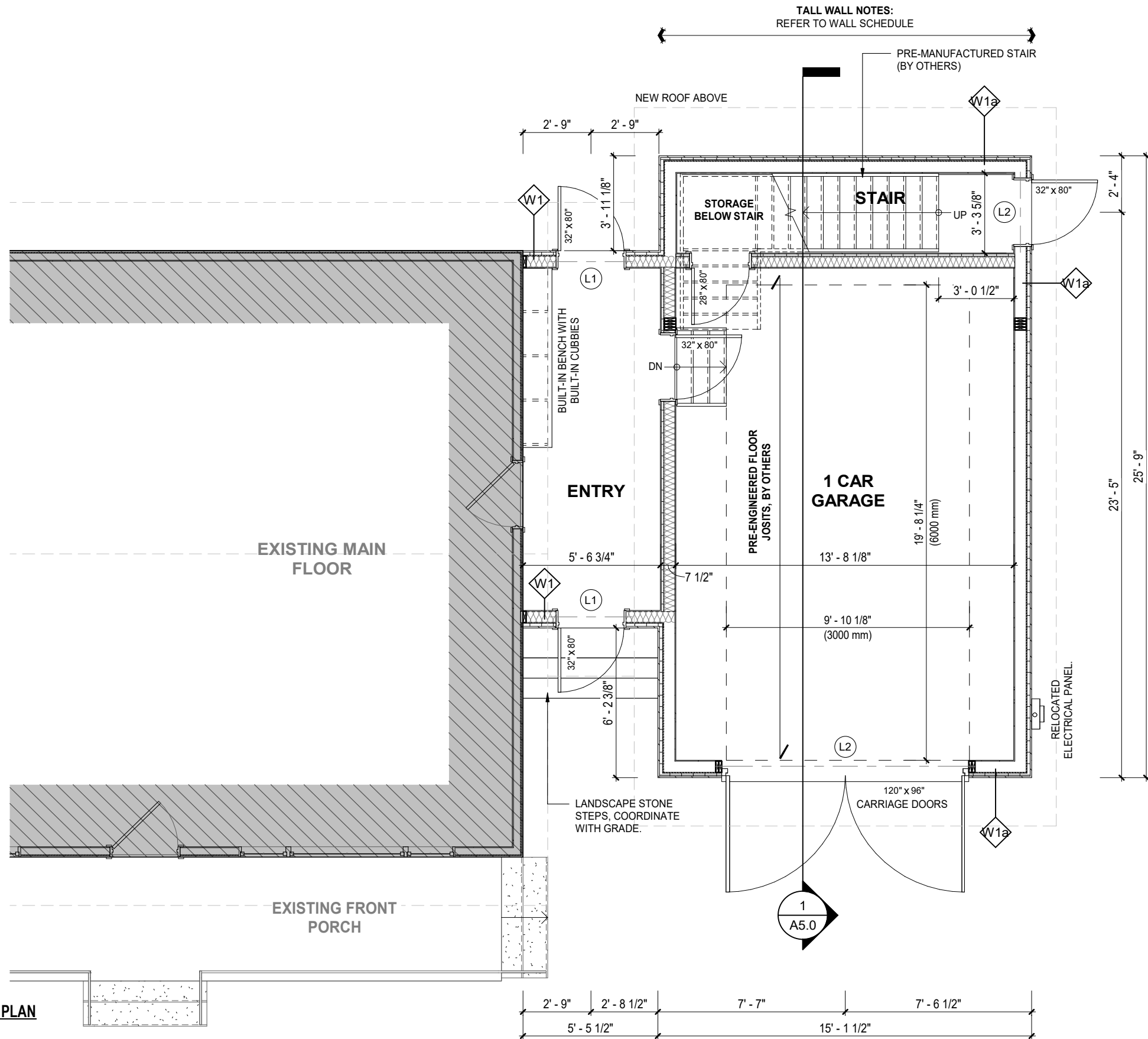
165 JOHN STREET,
ELORA, ON. N0B 1Z0

**MAIN FLOOR DEMOLITION
PLAN**

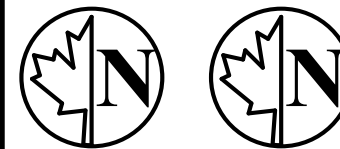
DRAWN BY: J.KELLY	PROJECT No.: 26TC036
----------------------	-------------------------

A2.0

1 MAIN FLOOR DEMO PLAN
A2.0 1/4" = 1'-0"



TALL WALL NOTES:
REFER TO WALL SCHEDULE



PROJECT NORTH TRUE NORTH

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
---	REISSUED FOR CLIENT REVIEW
---	ISSUED FOR PERMIT

TRI-CITY
DRAFTING AND DESIGN
Service@TriCityDrafting.com

SALTFOPRD ROW

PROPOSED ADDITION

165 JOHN STREET,
ELORA, ON. N0B 1Z0

MAIN FLOOR PROPOSED
PLAN

DRAWN BY: J.KELLY PROJECT No.: 26TC036

A2.1

1 MAIN FLOOR PROPOSED PLAN
A2.1 1/4" = 1'-0"



PROJECT NORTH

TRUE NORTH

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
----	REISSUED FOR CLIENT REVIEW
----	ISSUED FOR PERMIT



SALTFOPRD ROW

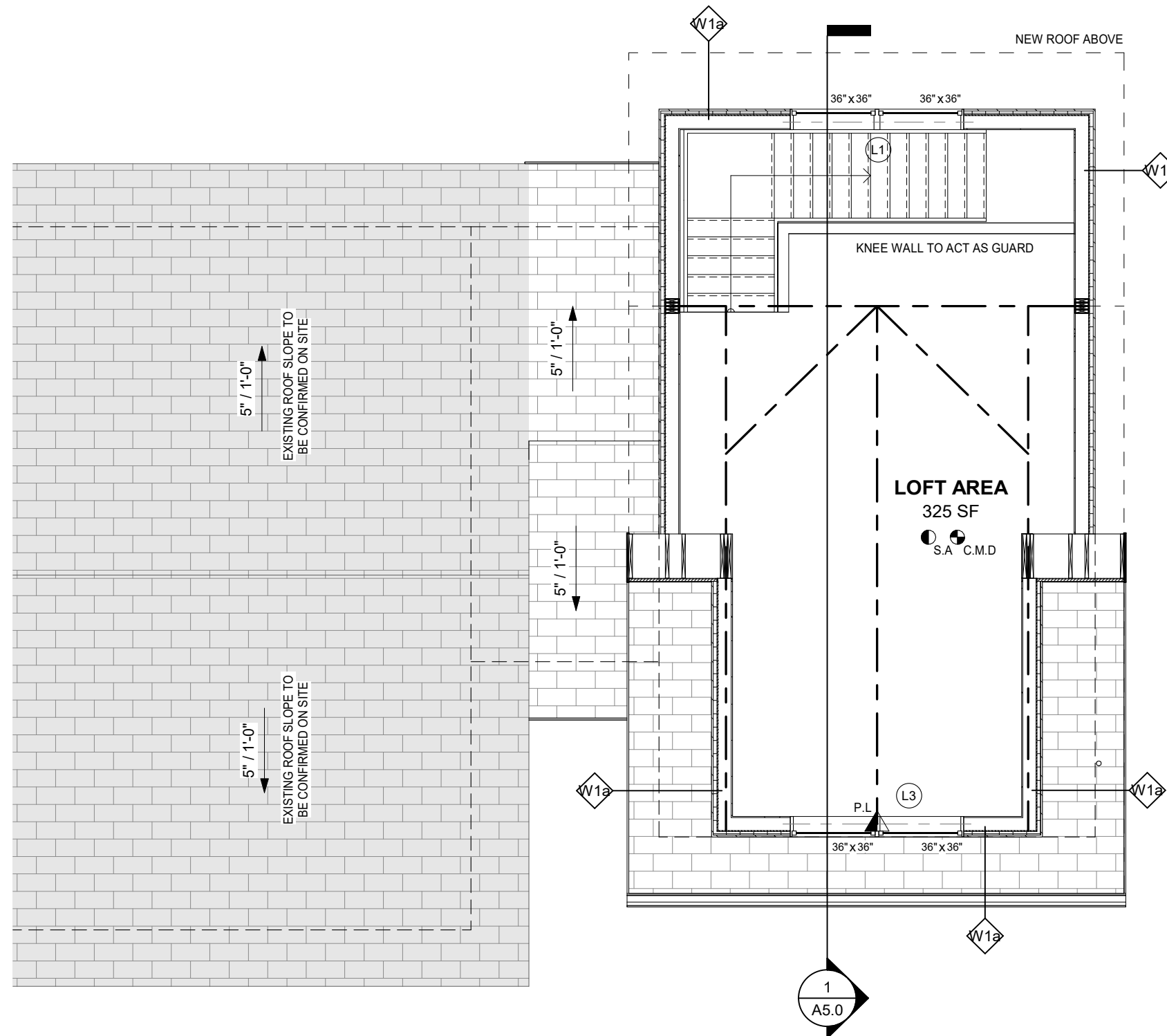
PROPOSED ADDITION

165 JOHN STREET,
ELORA, ON. N0B 1Z0

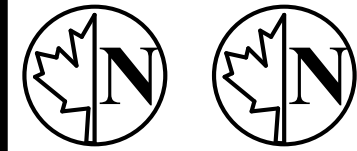
SECOND FLOOR
PROPOSED PLAN

DRAWN BY: J.KELLY PROJECT No.: 26TC036

A2.2

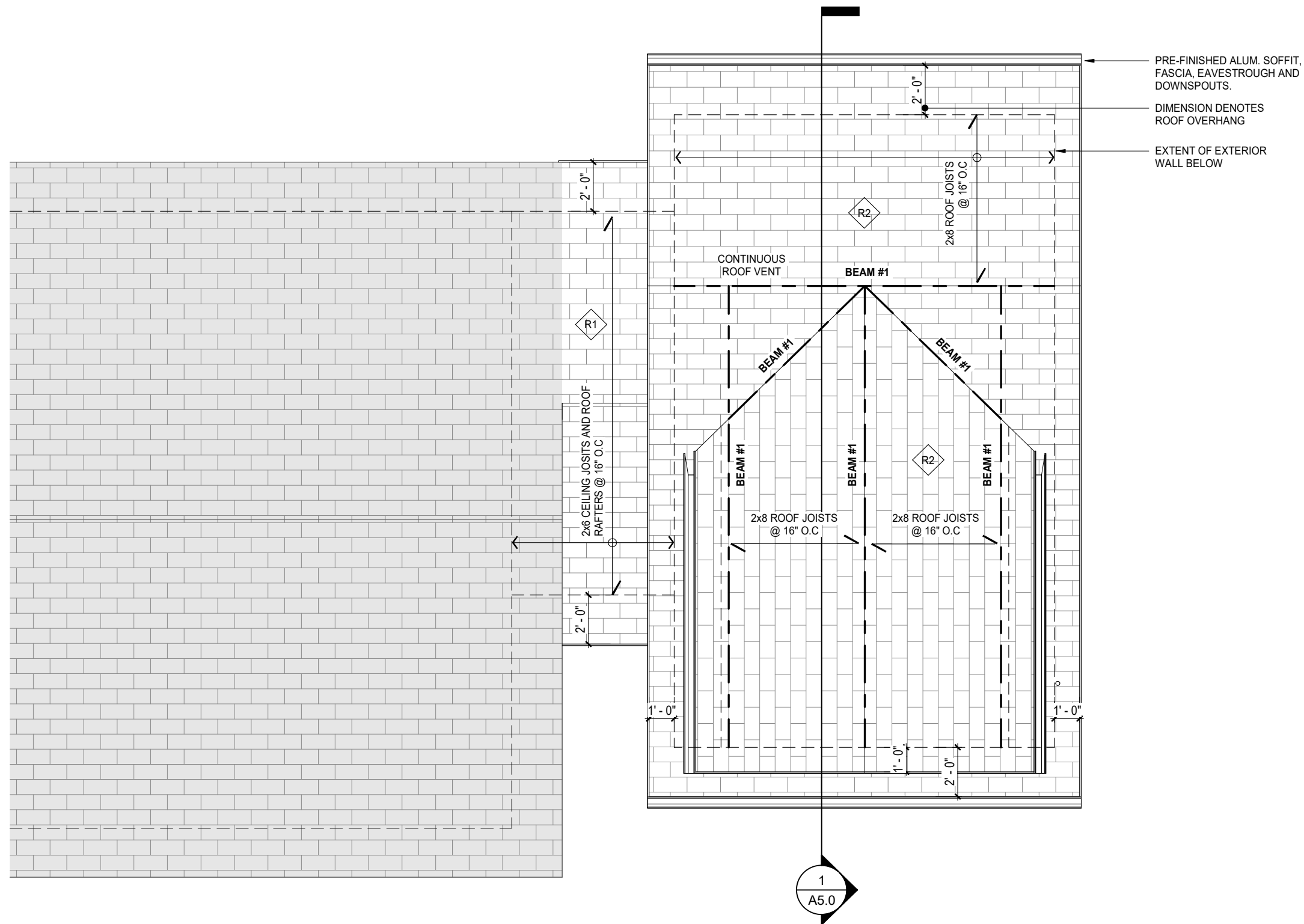


1 SECOND FLOOR PROPOSED PLAN
A2.2 1/4" = 1'-0"



PROJECT NORTH TRUE NORTH

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
---	REISSUED FOR CLIENT REVIEW
---	ISSUED FOR PERMIT



SALTFOPRD ROW

PROPOSED ADDITION

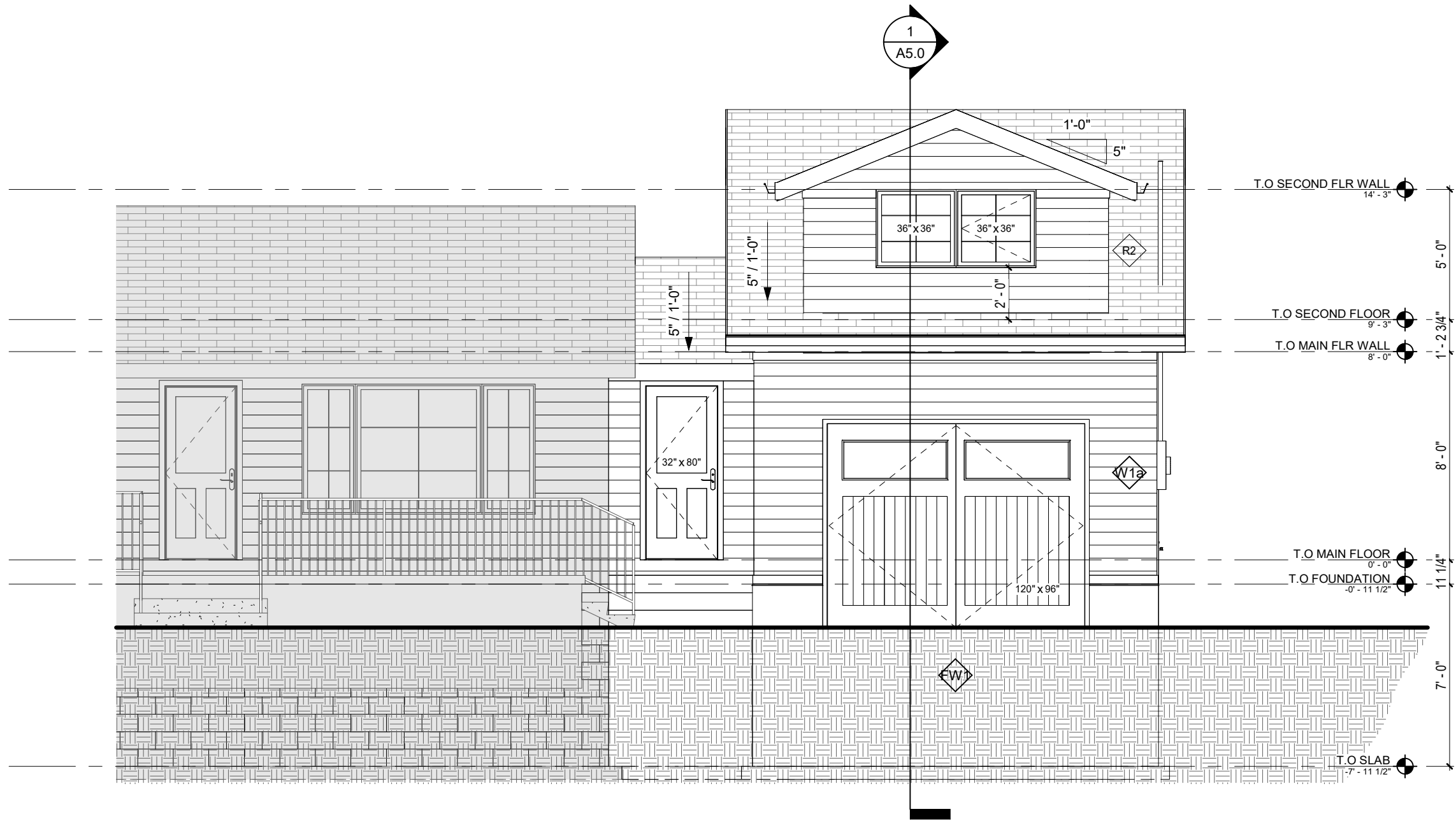
165 JOHN STREET,
ELORA, ON. N0B 1Z0

ROOF PLAN

DRAWN BY: J.KELLY PROJECT No.: 26TC036

A3.0

1 PROPOSED ROOF PLAN
A3.0 1/4" = 1'-0"



DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
---	REISSUED FOR CLIENT REVIEW
---	ISSUED FOR PERMIT



SALTFOPRD ROW

PROPOSED ADDITION

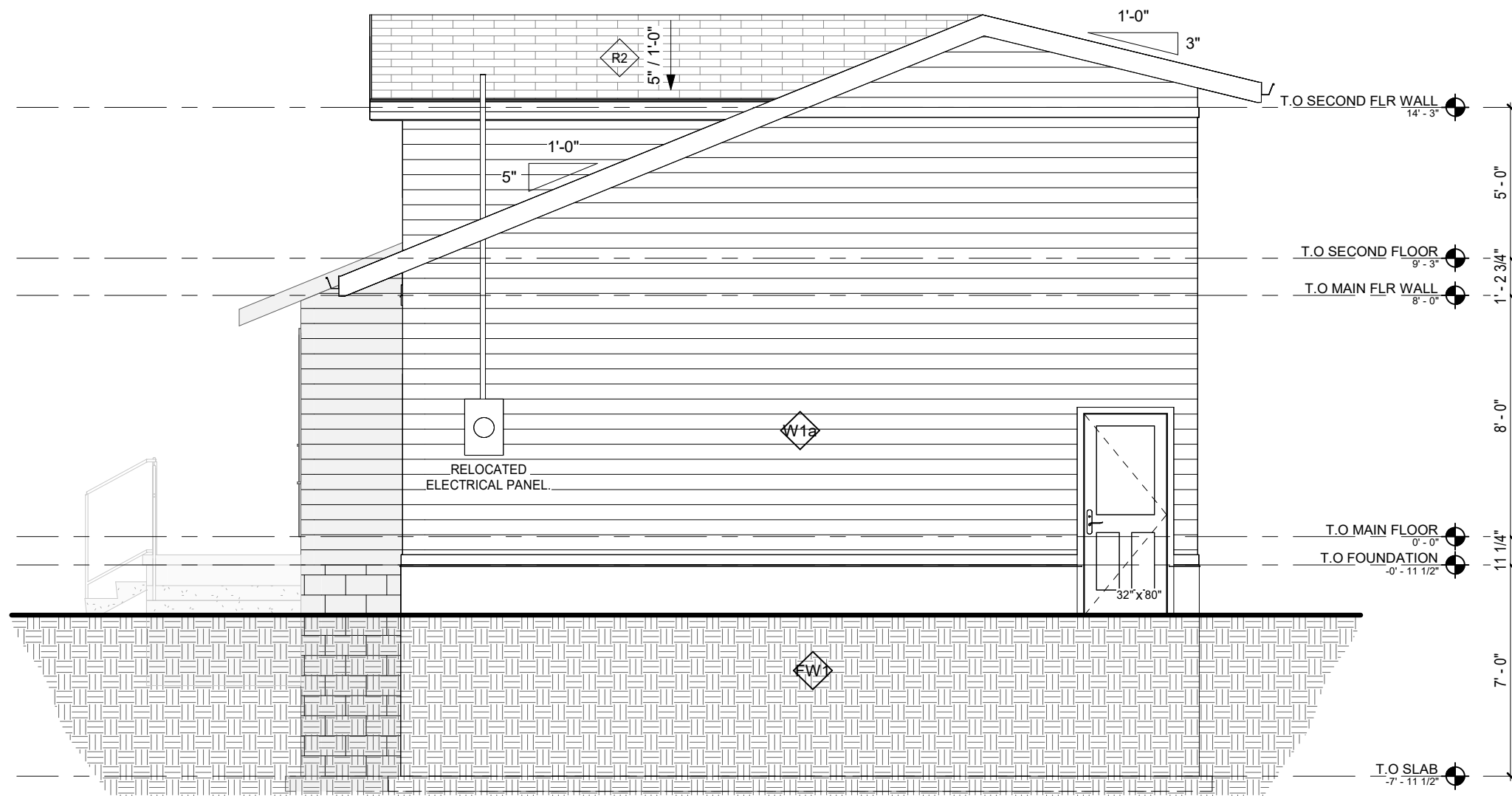
165 JOHN STREET,
ELORA, ON. N0B 1Z0

**PROPOSED BUILDING
ELEVATION**

DRAWN BY: J.KELLY	PROJECT No.: 26TC036
----------------------	-------------------------

A4.0

1 FRONT BUILDING ELEVATION
A4.0 1/4" = 1'-0"



DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
----	REISSUED FOR CLIENT REVIEW
----	ISSUED FOR PERMIT



SALTFOPRD ROW

PROPOSED ADDITION

165 JOHN STREET,
ELORA, ON. N0B 1Z0

**PROPOSED BUILDING
ELEVATION**

DRAWN BY: J.KELLY	PROJECT No.: 26TC036
----------------------	-------------------------

A4.1

1 RIGHT BUILDING ELEVATION
A4.1 1/4" = 1'-0"

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
----	REISSUED FOR CLIENT REVIEW
----	ISSUED FOR PERMIT



SALTFOPRD ROW

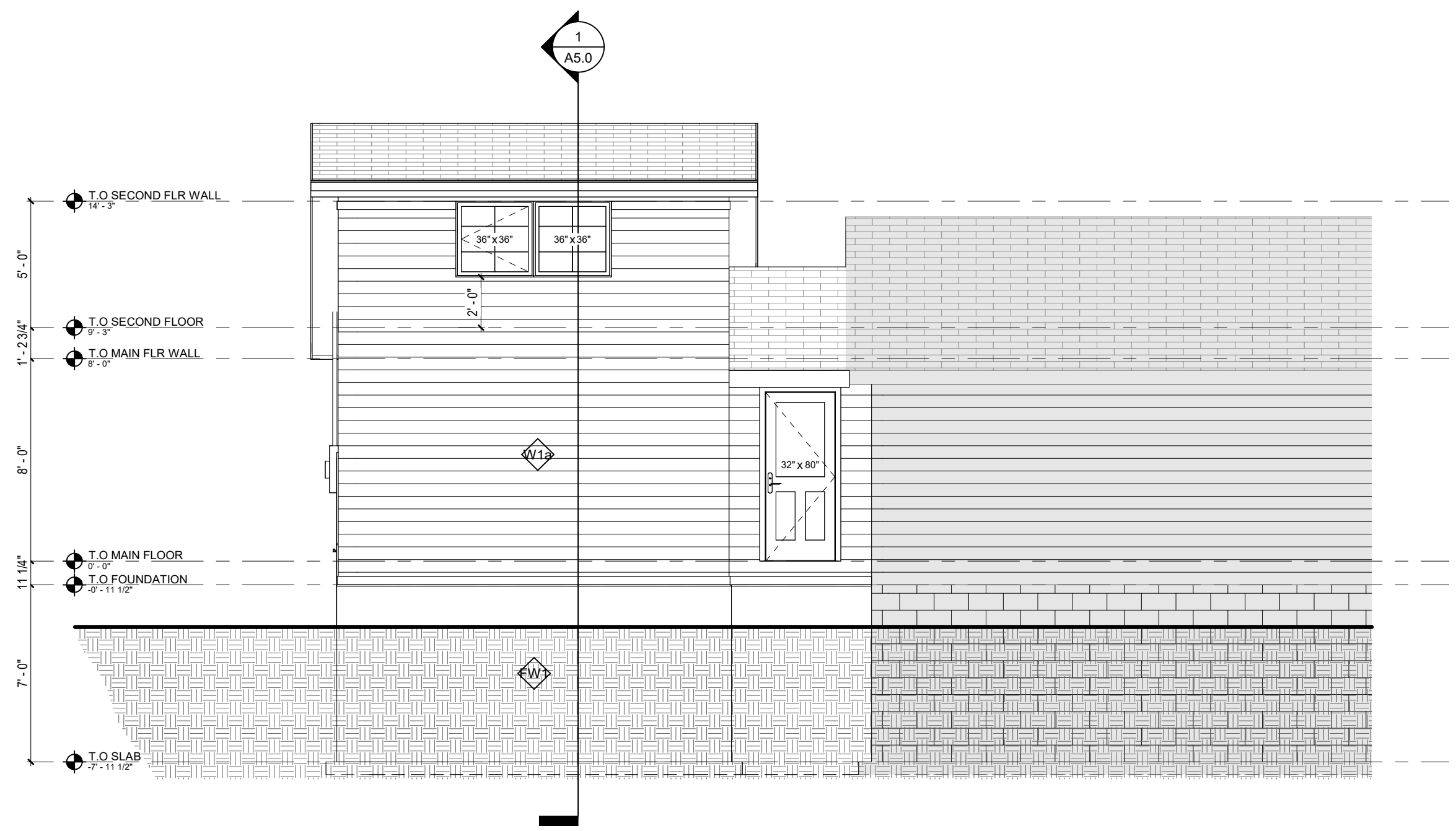
PROPOSED ADDITION

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ELORA, ON. N0B 1Z0

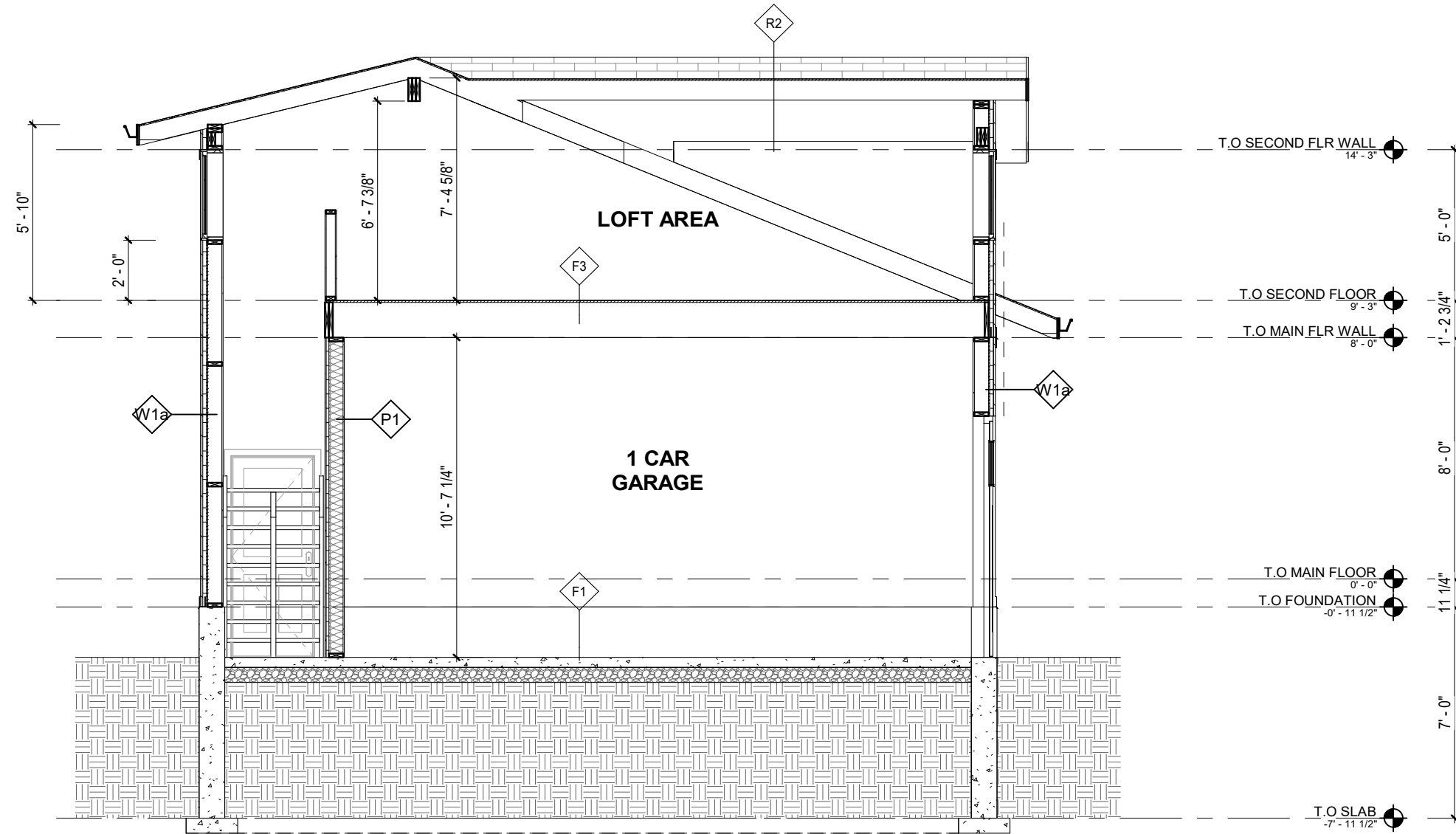
**PROPOSED BUILDING
ELEVATION**

DRAWN BY: J.KELLY	PROJECT No.: 26TC036
----------------------	-------------------------

A4.2



1
A4.2 REAR BUILDING ELEVATION
1/4" = 1'-0"



1 BUILDING SECTION #1
A5.0 1/4" = 1'-0"

DATE	REVISION
26.05.19	MINOR VARIANCE APPLICATION
---	REISSUED FOR CLIENT REVIEW
---	ISSUED FOR PERMIT



SALTFOPRD ROW

PROPOSED ADDITION

165 JOHN STREET,
 ELORA, ON. N0B 1Z0

BUILDING SECTIONS

DRAWN BY: J.KELLY	PROJECT No.: 26TC036
----------------------	-------------------------

A5.0



**COMMITTEE OF ADJUSTMENT
COMMENTS FROM STAFF, PUBLIC & AGENCIES**

APPLICATION NUMBER: A009-2026
LOCATION: 165 John Street, Elora
HEARING DATE: June 18, 2026
OWNER(S): Anna Drimmie
AGENT: Saltford Row Design Build – Raisa Lalui

REQUEST: The applicant is seeking relief from the By-law requirements to permit a reduced side yard setback of 0.9 metres (2.9 ft) in lieu of the required minimum 1.5 metres (4.9 ft). The effect of the variance is to facilitate the construction of an attached garage.

BY-LAW REQUIREMENTS: The property is zoned “R1A - Residential” in the Centre Wellington Zoning Bylaw No. 2009-045, as amended. Section 7.1.2, Table 7A, Item H, states that the minimum side yard setback shall be 1.5 metres (4.9 ft).

STAFF RECOMMENDATION: No objection

CONDITIONS RECOMMENDED: Yes

COMMENTS

Township Planning:

Staff does not object to the requested variance for a reduced side yard setback to permit the addition of an attached garage with storage loft above.

The variance application requests a side yard setback of 0.9 metres instead of the required setback of 1.5 metres to facilitate a garage addition with storage loft above. The subject property is designated “Residential” in the Township official plan and is located within the built boundary of the Elora-Salem Urban Centre. The Residential designation permits residential uses and accessory structures, provided that development is compatible with the character of the surrounding neighbourhood. The proposed variance to facilitate a two storey garage addition maintains the general intent and purpose of the official plan, as it represents a modest expansion to an existing dwelling that is consistent with the established residential character of the area.

The subject lands are zoned “R1A – Residential” in the Township zoning by-law. The property is currently developed with a single detached dwelling, and the owner is proposing to construct an addition on the south side of the dwelling consisting of a garage at grade with a loft above. The purpose of the required side yard setback is to ensure adequate separation

between buildings, provide sufficient space for maintenance and access, and maintain a consistent built form within residential neighbourhoods.

Staff note that the proposed addition complies with all other applicable zoning provisions. In this case, the reduced side yard setback is intended to permit the addition to align with the existing driveway, resulting in a functional and efficient design. The proposal will not create an instance of overdevelopment and will maintain appropriate building massing and scale relative to surrounding properties.

A site visit confirmed that there is a mature tree located near the proposed building footprint; however, it is uncertain whether the tree may be affected by the development. Therefore, should the Committee approve the variance, staff recommend the following condition:

1. That the applicant submit a Tree Inventory and Protection Plan (TIPP), prepared by a certified arborist, to the satisfaction of Township staff, including appropriate tree protection measures and any required compensation at a ratio of 2:1 replacement plantings on the property.

The requested variance to permit a reduced side yard setback can be considered minor in nature and desirable for the appropriate development of the property. The addition will provide enclosed parking and additional storage space while preserving the character of the existing streetscape and surrounding residential neighbourhood. Furthermore, the proposal maintains the general intent and purpose of both the official plan and the zoning by-law. Accordingly, staff have no objection to the requested variance.

Figure 1: Aerial map of 165 John Street, Elora



County Planning:

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that relief is being requested from Zoning By-law No. 2009-045:

- Section 7.1.2 (Table 7A, item H): To permit a minimum side yard setback to be 0.9 m (2.9 ft), whereas the by-law requires a minimum side yard setback of 1.5 m (4.9 ft).

The subject lands are designated as Primary Urban Centre (Elora) in the County Official Plan. Planning staff note that the purpose of this application is to facilitate the construction of an attached garage.

It is noted that the property is located within a Well Head Protection Area. Comments from Wellington Source Water Protection should be considered.

Building Department:

Reducing the side yard setback to less than 1.2m will require the building wall to have a fire performance rating. The building wall would also not be permitted to have any unprotected openings, windows or doors.

The reduced side yard dimension would likely preclude the construction of a walkway along that side.

The proposed plans provided note an exterior door opening to the reduced side yard. A door on this side would not be permitted and should the variance be approved the proposed building plans would need to be revised to remove or relocate the door from the side wall.

It is more desirable from a building code view to maintain a side yard setback of 1.2m or greater to allow flexibility with building design and permit limited windows and doors. All building code requirements will be reviewed and applied at time of building permit application.

Infrastructure Services (Roads): No objections

Source Water Protection: Screened Out

County Roads Department: N/A

Grand River Conservation Authority: N/A

REPORT COMPILED BY: C. Pellizzari, Secretary-Treasurer

COMMENTS FROM PUBLIC RECEIVED: None received.



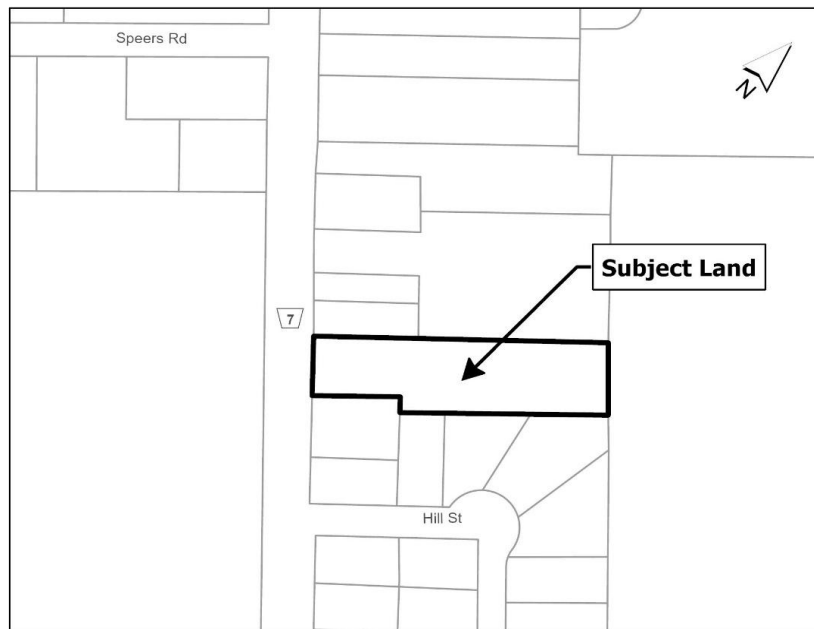
FILE NO: A010-2026
APPLICANT: Matthew & Lindsey Tyers
AGENTS: Van Harten Surveying Inc. – Jeff Buisman
LOCATION: 128 Wellington Road 7, Elora

BY-LAW REQUIREMENTS: The property is zoned “R1A” Residential in the Centre Wellington Zoning By-law No. 2009-045, as amended. Table 7A sets out specific zoning requirements.

REQUEST FOR RELIEF: See excerpts from Table 7A below for specific by-law relief being requested. The effect of the variances is to facilitate the creation of one new residential lot by fulfilling conditions of County of Wellington Land Division Committee Application B2/26.

Severed Parcel		
R1A Zone Regulations – Table 7A	Requirement; Lot With Individual On-Site Sewer Services	Proposed
Item B. Minimum Lot Frontage	24.4 m (80 ft)	7m (22.9 ft)
Item L. Minimum Landscaped Open Space	The driveway shall not constitute more than 40% of the width and/or area of the Front Yard.	45%

PROPERTY LOCATION MAP



The Committee of Adjustment for the Township of Centre Wellington will be holding a public hearing to consider applications under Section 45 of the Planning Act R.S.O. 1990 P/13, as amended.

DATE OF HEARING: June 18, 2026
TIME OF HEARING: 3:00 p.m.
HEARING LOCATION: Council Chambers, 1 MacDonald Square, Elora

SEE REVERSE SIDE →

How do I receive notification of the decision?

If you wish to be notified of the Decision of the Township of Centre Wellington Committee of Adjustment, in respect of this application, you MUST submit a written request for Notice of Decision to the Secretary-Treasurer, Committee of Adjustment, Township of Centre Wellington, 1 MacDonald Square, Elora, Ontario N0B 1S0. This will also entitle you to be advised of a possible Ontario Land Tribunal (OLT) Hearing. Even if you are the successful party, you should request a copy of the Decision since the Township of Centre Wellington Committee of Adjustment Decision may be appealed to the OLT by the applicant, the Minister, or a specified person or public body.

How do I get more information?

In Person: Visit the office of the Secretary-Treasurer of the Committee of Adjustment at 1 MacDonald Square, Lower Level, Elora, Ontario

By Email: cpellizzari@centrewellington.ca

By Telephone: 519-846-9691, Ext 241, between the hours of 8:30 a.m. and 4:30 p.m. Monday to Friday.

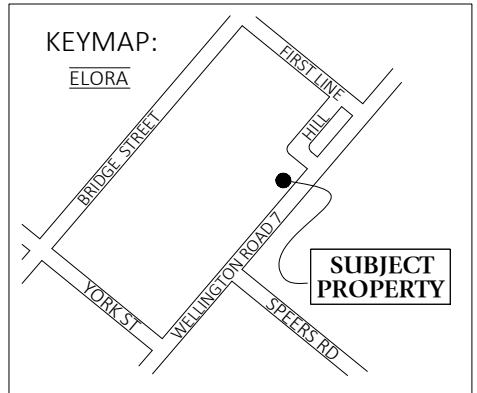
How do I provide comments?

You may provide your comments, in support or opposition, regarding this application:

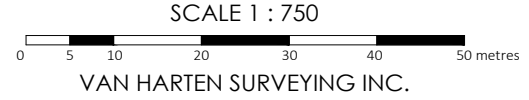
In Person: By appearing at the Public Hearing. Please advise the Secretary-Treasurer of the Committee of Adjustment of your intention to appear before the Committee.

In Writing: Filing a written submission. Written comments on the application may be forwarded in person, by mail or email to Chantalle Pellizzari, Secretary-Treasurer, Committee of Adjustment at the contact information provided below.

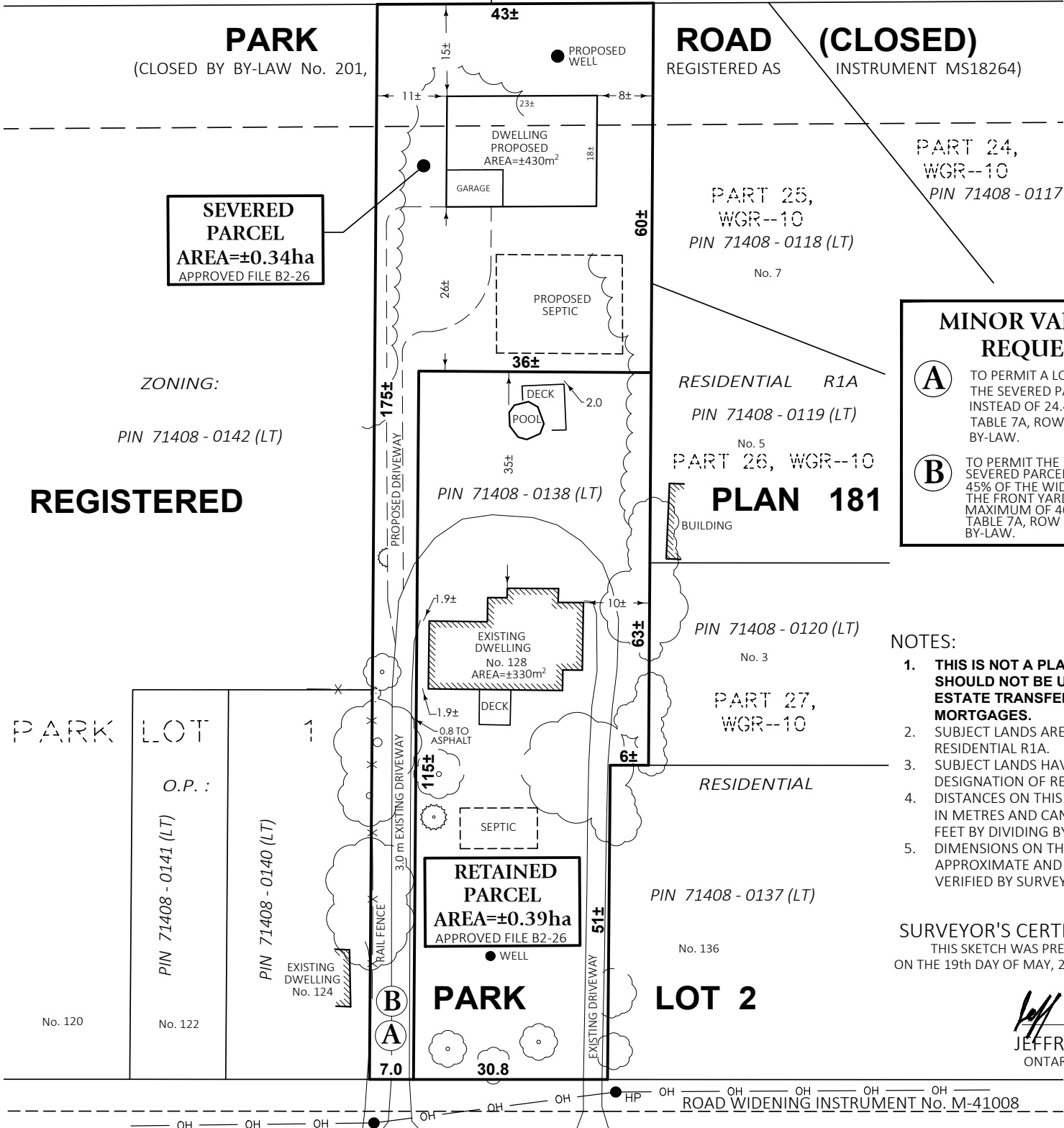
Note: Requests to appear on the Agenda and written submissions are requested to be submitted to the Secretary-Treasurer by: **June 9, 2026**. Comments submitted on these matters including the originator's name and address become part of the public record, may be viewed by the general public and may be published in a staff report, included in a Committee of Adjustment Agenda and posted on the Township's web site. Owners of any land that contains seven or more residential units shall post this notice in a location that is visible to all of the residents.



MINOR VARIANCE SKETCH
PART OF PARK LOT 2 & PART OF
PARK ROAD (CLOSED)
REGISTERED PLAN 181
 FORMERLY VILLAGE OF ELORA
TOWNSHIP OF CENTRE WELLINGTON
COUNTY OF WELLINGTON



REG'D PLAN 194
 PIN 71408 - 0714 (LT)
 CHAIN LINK FENCE



ROAD ALLOWANCE BETWEEN TOWNSHIPS OF NICHOL AND PILKINGTON
WELLINGTON COUNTY ROAD 7 (ALSO KNOWN AS GUELPH ROAD)
 PIN 71408-0183 (LT) (30.48m WIDE)

ZONING DESIGNATION: RESIDENTIAL R1A - SINGLE-DETACHED DWELLING - LOT WITH INDIVIDUAL ON-SITE SEWER SERVICES			
TABLE 7A - ITEM	REQUIRED	SEVERED PARCEL	RETAINED PARCEL (#128)
MINIMUM Lot Frontage	24.4m	7.0m (A)	30.8m
MINIMUM Lot Area	1,858m ² (0.18ha)	0.34ha	0.39ha
MINIMUM Lot Depth	26.0m	175m	115m
MINIMUM Front Yard	7.5m	Complies	65m
MINIMUM Interior Side Yard	1.5m and 3.0m on one side if no attached garage	11m / 8m	1.9m / 10m
MINIMUM Rear Yard	7.5m	15m	35m
MAXIMUM Lot Coverage (including accessory buildings)	30%	13%	9%
MINIMUM Landscaped Open Space	Driveway Shall not constitute more than 40% of the width and/or area of Front Yard	45% (B)	Complies
MINIMUM Setback for Above-Ground Pool with Related Structures (Section 4.29.3)	Shall not be located within 1.2m of any Lot Line	N/A	Deck is 2.0m

(A) (B) = Minor Variances Required

Van Harten
 LAND SURVEYORS - ENGINEERS

Kitchener/Waterloo Ph: 519-742-8371 | Guelph Ph: 519-821-2763 | Orangeville Ph: 519-940-4110

www.vanharten.com | info@vanharten.com

DRAWN BY: S.J. | CHECKED BY: J.B. | PROJECT No. 34309-25

May 19, 2026-11:45:02 AM
 G:\ELORA\181\Area7\ACAD\MV PT PARK LOT 2 (PINSTONE 34309-25) UTM 2010.dwg
 © 2026 THIS SKETCH IS PROTECTED BY COPYRIGHT



May 19, 2026

34309-25

Jeff.Buisman@vanharten.com

Township of Centre Wellington
1 MacDonald Square, PO Box 10
Elora, Ontario
N0B 1S0

Attention: Ms. Chantalle Pellizzari

Dear Ms. Pellizzari:

**Re: Minor Variance Application for Severance B2-26
128 Wellington Road 7
Part of Park Lot 2 and Part of Park Road, Plan 181
PIN 71408-0138
Geographic Village of Elora
Township of Centre Wellington**

Please find enclosed an application for a minor variance on the above-mentioned property. Included with this submission are copies of the minor variance sketch, completed application form, required deed, PIN Report and Map and Sourcewater Protection Form. Payment for the application fee in the amount of **\$3,340.00** will be made by the property owner.

Proposal:

Two Minor Variance requests are being made for the Severed Parcel being created by Severance Application B2-26 which has been approved, subject to conditions, by the County of Wellington Land Division Committee. This Minor Variance Application is required to satisfy Condition 7 of the approved application for zoning compliance.

The following Minor Variances are being requested for the Severed Parcel:

- A) To permit a lot frontage of the Severed Parcel to be 7.0m instead of 24.4m as required in Table 7A, Row B of the Zoning By-law.**
- B) To permit the driveway of the Severed Parcel to constitute 45% of the width and/or area of the Front Yard instead of a maximum of 40% as required in Table 7A, Row L of the Zoning By-law.**

The parcel is known as #128 Wellington Road 7 (PIN 71408-0138) where a single-detached dwelling exists and will remain. The approved severance created a flag-shaped lot where a new dwelling can be constructed to the rear of the parcel.

572 Weber Street North, Unit 7
Waterloo, ON, N2L 5C6
519-742-8371

2106 Gordon Street
Guelph, ON, N1L 1G6
519-821-2763

660 Riddell Road, Unit 1
Orangeville, ON, L9W 5G5
519-940-4110

www.vanharten.com



The Retained Parcel (#128) has a frontage of 30.8m, depth of 115±m, for an area of 0.39ha, where the existing dwelling, pool, septic and well will remain. The existing entrance along the south side of the parcel will continue to provide access to the dwelling. The zoning requirements are met for the Retained Parcel.

The Severed Parcel is a flag shaped lot with a narrower frontage of 7.0m that includes the existing driveway leading to the rear where the parcel widens to 43±m, for a lot area 0.34ha. A dwelling, well and septic are proposed and the existing driveway will be extended to the rear where the building envelope is located.

The subject property is zoned Residential R1A with Individual On-Site Services. Single-detached dwellings are permitted on larger lots sizes to allow for the private services. All the zoning requirements are met for the Retained Parcel. The majority of the zoning requirements are met for the Severed Parcel, except for the lot frontage and landscaped area.

The frontage and existing driveway included within the Severed Parcel has been evaluated for safety and provides an adequate width for continued access. Given that the driveway exists and is currently used, demonstrates that reduced frontage and driveway width are functional for the site.

The driveway is approximately 3m wide which is about ~45% of the landscaped front area, whereas the zoning maximum is 40%. Although slightly over, the 3m wide driveway is existing and necessary to access the rear of the lot where a dwelling is proposed. The remaining area will be landscaped along the frontage.

A similar application was recently approved on Sophia Street, where the frontage of a new parcel was 6.8m, and included a proposed driveway for a flag-shaped lot.

We consider these variance requests to be minor in nature and will not negatively impact the neighbouring parcels, considering that the driveway exists. The variances follow the general intent of the Zoning By-law and Official Plan and provides a great opportunity for in-fill development.

The subject property is designated part of the Elora Urban Centre in the Wellington Official Plan and therefore, it is subject to the Municipal Official Plan of the Township of Centre Wellington. The Township of Centre Wellington Official Plan designates the property as Residential. Section "D" outlines the guidelines for development in areas designated Residential. The proposed severance, related minor variance and construction of single detached dwelling follow the objectives stated in Section D.2.4 for low-density development.

The subject property is designated as Urban Centre in the County of Wellington Official Plan. Section 10.6.1 of the Official Plan also states that new lots may be created in Urban Centre provided that the land is appropriately zoned and where municipal services are available. In this case, Municipal services are not available on Wellington Road No. 7, but the parcel is well over the required lot area minimum. The new parcel will be designed to encompass a well and septic for the proposed dwelling.

In summary, the requested Minor Variances are reasonable, minor in nature given the site features meets the tests for a minor variance. The proposal creates a great in-fill development opportunity, utilizing the open rear yard that is otherwise not used.



Please call me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.

A handwritten signature in black ink, appearing to read 'Jeffrey E. Buisman'. The signature is written in a cursive, flowing style.

Jeffrey E. Buisman B.E.S, B.Sc.
Ontario Land Surveyor

cc Matthew and Lindsey Tyers
cc Shayne DeBoer of Pinestone Homes



**COMMITTEE OF ADJUSTMENT
COMMENTS FROM STAFF, PUBLIC & AGENCIES**

APPLICATION NUMBER: A010-2026
LOCATION: 128 Wellington Road 7, Elora
HEARING DATE: June 18, 2026
OWNER(S): Matthew and Lindsey Tyers
AGENT: Van Harten Surveying Inc

REQUEST: The applicant is seeking relief from the By-law requirements to permit a reduced minimum lot frontage of 7m (22 ft), in lieu of the required minimum of 24.4m (80 ft), and further to permit the driveway width to constitute 45% of the front yard, as opposed to the maximum 40%. The effect of the variance is to facilitate the creation of one new residential lot by fulfilling conditions of County of Wellington Land Division Committee Application B2-26.

BY-LAW REQUIREMENTS: The property is zoned "R1A - Residential" in the Centre Wellington Zoning Bylaw No. 2009-045, as amended. Section 7.1.2, Table 7A, Items B and L, states that the minimum lot frontage (with individual on-site sewer services) shall be 24.4 m (80 ft) and further that the driveway shall not constitute more than 40% of the width and/or area of the front yard.

STAFF RECOMMENDATION: No objection

CONDITIONS RECOMMENDED: No

COMMENTS

Township Planning:

Staff does not object to the requested variances for a reduction in lot frontage and minimum landscape open space.

The applicant is requesting variances to the Township zoning by-law to facilitate the creation of one new residential lot, including a minimum lot frontage of 7 metres instead of the minimum required 24.4 metres and a driveway width of 45% of the width and/or area of the front yard instead of the maximum permitted 40%. Zoning compliance is a condition of Consent Application B2-26, for which the subject property has received conditional approval from the County Land Division Committee.

The subject property is designated "Residential" in the Township official plan and is located within the built boundary of the Elora-Salem Urban Centre. This designation permits a range of residential development, including low-density housing forms such as single-detached and semi-detached dwellings. The Residential designation seeks to maintain the stability and character of established neighbourhoods while supporting appropriate infill development and compatible residential intensification. The proposed retained and severed lots are consistent with these policies, as they facilitate an appropriate form of residential intensification through the creation of an additional residential lot.

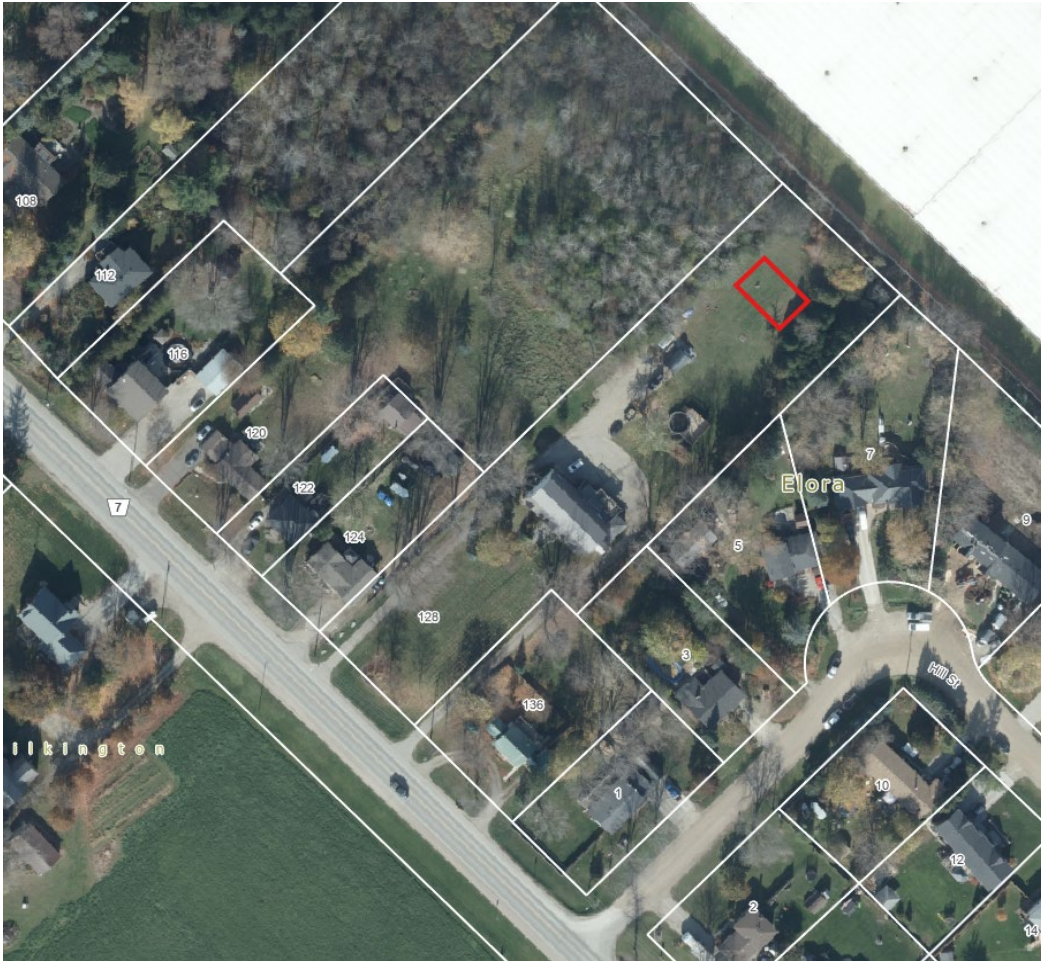
The subject property is zoned "R1A – Residential" in the Township zoning by-law, which permits single-detached dwellings and accessory structures. The proposed severed parcel is flag-shaped, with approximately 7.0 metres of frontage on Wellington Road 7, widening to approximately 43 metres in the rear portion of the lot beyond the driveway access. This configuration provides sufficient area to accommodate a dwelling, driveway, landscaping, circulation space, and private amenity areas.

The intent of the minimum lot frontage requirement is to promote a consistent lotting pattern while ensuring adequate space for residential development and associated site features. In this case, the reduced frontage is limited to the access corridor of the flag-shaped lot, which is intended solely to provide access to Wellington Road 7. The developable portion of the lot is of sufficient size and width to support residential development that is compatible with the surrounding area. Staff note that a portion of the driveway serving the proposed severed parcel already exists and currently provides access to the existing dwelling. An extension of this driveway is proposed to serve the future dwelling on the severed lands.

The intent of the minimum landscaped open space requirement is to ensure that front yards remain predominantly landscaped and are not visually dominated by driveways or hard surfaces. The proposed variance arises as a result of the narrow access corridor associated with the flag-shaped lot configuration. While the driveway occupies more than 40% of the lot frontage, this is not due to an excessive driveway width but rather the limited frontage of the access corridor. As such, the variance is considered technical in nature and is directly linked to the lot design.

Staff are of the opinion that the requested variances are minor and facilitate a desirable form of residential intensification through the creation of a new residential lot on an otherwise underutilized portion of the property. The proposal maintains the intent of both the official plan and the zoning by-law by supporting appropriate infill development within the Elora-Salem Urban Centre while remaining compatible with the surrounding neighbourhood. Accordingly, staff have no objection to the proposed variances.

Figure 1: Aerial map of 128 Wellington Road 7, Elora



County Planning:

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that relief is being requested from Zoning By-law No. 2009-045:

- Section 7.1.2 (Table 7A, item B): To permit a minimum lot frontage of 7m (22.9 ft), whereas 24.4 m (80 ft) is required.

- Section 7.1.2 (Table 7A, item L): To permit the driveway to constitute 45% of the width of the front yard, whereas the driveway width is required to not constitute more than 40% of the width of the front yard.

The subject lands are designated as Primary Urban Centre (Elora/ Salem) in the County Official Plan. Planning staff note that the purpose of this application is to satisfy condition 7 of severance application B2-26 which was provisionally approved by the Land Division Committee in April 2026.

It is noted that the property is located within a Well Head Protection Area. Comments from Wellington Source Water Protection should be considered.

Building Department:

The Building Department has no comments or concerns with this request.

Infrastructure Services (Roads): No objections

Source Water Protection: Screened Out

County Roads Department: No objections

Grand River Conservation Authority: N/A

REPORT COMPILED BY: C. Pellizzari, Secretary-Treasurer

COMMENTS FROM PUBLIC RECEIVED: None received.



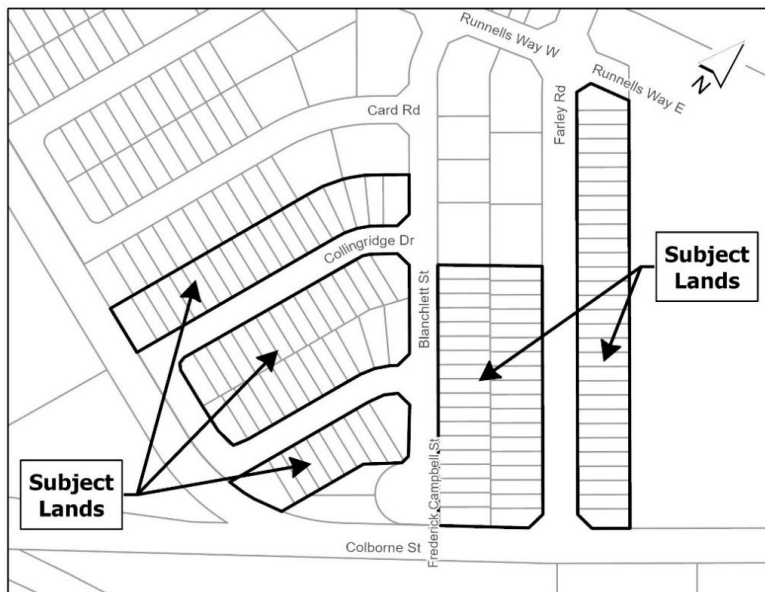
**COMMITTEE OF ADJUSTMENT
NOTICE OF APPLICATION
FOR MINOR VARIANCE AND PUBLIC HEARING**

FILE NO: A011-2026
APPLICANT: Tribute (Fergus) Limited c/o Jacob Dosman
AGENTS: SV Planning Inc. – Sabrina Sgotto
LOCATION: Lots 90-216, Phase 3A Storybrook Subdivision, Registered Plan 61M-262

BY-LAW REQUIREMENTS: The subject properties are zoned “R2.66.5” Residential Exception in the Centre Wellington Zoning By-law No. 2009-045, as amended. Section 15.66.5, Lot Regulations, Item K – Driveway Width Restriction, states that the width of the driveway shall not exceed 55% of the lot width.

REQUEST FOR RELIEF: Relief is being requested to permit the width of the driveway to be 62% of the lot width. The effect of the variance is to facilitate the parking of two vehicles per residential lot.

PROPERTY LOCATION MAP



The Committee of Adjustment for the Township of Centre Wellington will be holding a public hearing to consider applications under Section 45 of the Planning Act R.S.O. 1990 P/13, as amended.

DATE OF HEARING: June 18, 2026
TIME OF HEARING: 3:00 p.m.
HEARING LOCATION: Council Chambers, 1 MacDonald Square, Elora

SEE REVERSE SIDE →

How do I receive notification of the decision?

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Note: Requests to appear on the Agenda and written submissions are requested to be submitted to the Secretary-Treasurer by: **June 9, 2026**. Comments submitted on these matters including the originator's name and address become part of the public record, may be viewed by the general public and may be published in a staff report, included in a Committee of Adjustment Agenda and posted on the Township's web site. Owners of any land that contains seven or more residential units shall post this notice in a location that is visible to all of the residents.

Dated this 28th day of May 2026
Chantalle Pellizzari | Secretary-Treasurer Committee of Adjustment



Township of Centre Wellington
Planning and Development Services
1 MacDonald Square
Elora, Ontario N0B 1S0

May 20, 2026
File 0008

Attn: Chantalle Pellizzari
Supervisor of Development Administration
Secretary Treasurer – Committee of Adjustment

Re: Fergus Storybrook – Tribute Phase 3A
Planning Rationale for Minor Variance Application

SV Planning Inc is the planning consultant for Tribute (Fergus) Limited, the registered owners of the lands legally described as Lots 90 to 216 on Plan 61M-262, Township of Centre Wellington, herein referred to as the 'lands'. The submitted minor variance application is provided for the 127 lots outlined in green below, each with an approximately lot frontage of 9.2 metres. The lands are located north of Colborne Street east of Travelled Road along Collingridge Drive, Blanchlett St and Farley Road in the Community of Fergus.

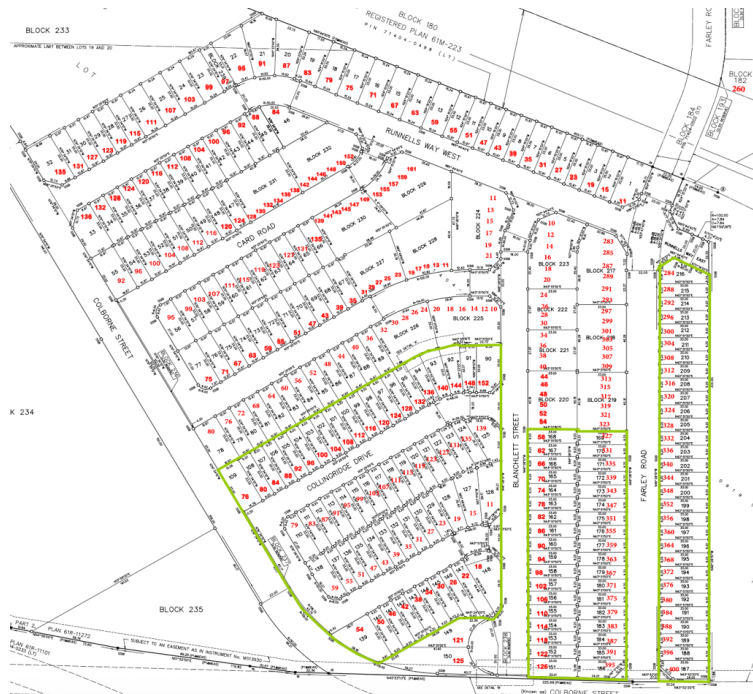


Figure 1: Registered Plan of Subdivision for the Lands



Requested Minor Variance

That notwithstanding Section 7.2.2,O which states; *The outside walls of an attached garage shall not exceed 55% of the lot width; and the driveway leading to the garage can be no more than the width of the exterior dimensions of the garage.*

The proposed minor variance requests that on the lands zoned R2.66.5 as described; *The outside walls of an attached garage shall not exceed 61.2% of the lot width; and the driveway leading to the garage can be no more than the width of the exterior dimensions of the garage.*

Policy Background

The lands are designated Residential within the Township of Centre Wellington Official Plan, December 2024 office consolidation. Under Section D.2 the Residential policies of the Official Plan provide direction for a range of housing typologies which encourage intensification within Fergus and Elora-Salem that are compatible with the character of the existing communities and have access to existing and planned municipal services and infrastructure. Section D.2.3 identifies residential single detached dwellings as a permitted use and defers to the Zoning By-law regulations for further regulations respecting residential development.

The lands are zoned R2.66.5 within the Township of Centre Wellington Comprehensive Zoning By-law No. 2009-045, December 2025 Office Consolidation which includes site specific By-law 2019-76. The Residential R2-Zone provides a variety of uses under section 7.2.1 which include small lot single detached dwellings. Table 7D under Section 7.2.2 provides the building regulations within the R2 zone which include a minimum lot frontage of 9 metres, a minimum lot area of 279 square metres as well as minimum front yard, exterior and side yard requirements. Provision O provides the Garage/Driveway Width Restriction as follows: *The outside walls of an attached garage shall not exceed 55% of the lot width; and the driveway leading to the garage can be no more than the width of the exterior dimensions of the garage.*

Planning Rationale

The requested minor variance seeks relief from the Zoning By-law requirement permitting a maximum driveway width of 55% of the lot frontage (5.0 metres) in order to permit a maximum driveway width of 61.2% of the lot frontage (5.6 metres) for the 9.2m residential lots on the lands. The variance represents an increase of 0.6 metres. The below rationale demonstrates that the requested relief maintains the intent of the applicable planning policy framework while supporting the functional use of the lands for low density residential purposes.



Section 45(1) of the Planning Act sets out the authority for a Committee of Adjustment to authorize a minor variance. The four tests are embedded within the provision and state that the Committee must be satisfied that the variance: *is minor, is desirable for the appropriate development or use of the land, building or structure, maintains the general intent and purpose of the zoning by-law, and maintains the general intent and purpose of the official plan.*

The below rationale is provided in support of the four tests.

1. The Variance is Minor in Nature

The requested increase in driveway width from 5.0 metres to 5.6 metres is minor in both numerical and planning terms when assessing matters of compatibility and impact. The variance represents an increase of 0.6 metres which is indistinguishable to a pedestrian or resident when experiencing the built form. The proposed variance will not materially alter the character of the streetscape. Given that the lands are self contained within the overall subdivision, meaning that all the lots are concentrated within an area of the subdivision, the lots will continue to provide a cohesive character within the overall community.

The proposed driveway width remains compatible with the built form and lotting pattern anticipated within low density residential subdivisions, particularly for the 9 metre lots where functional parking arrangements are often constrained by narrower lot frontages and integrated garages. The proposal continues to maintain substantial landscaped open space within the front yard and does not create adverse impacts related to drainage, visibility or pedestrian circulation.

An on-street parking plan has been provided to demonstrate how vehicles can continue to park on the streets, while allowing for a clear path of travel. The on-street parking plan identifies 117 on-street spaces within the lands surrounding the lots. This is approximately 1 space per lot, in addition to the driveway parking, which will be facilitated through the requested variances. We recognize that the 117 spaces is a 35 space reduction in proposed on-street parking from the 152 spaces previously proposed, however, we believe that the 117 spaces will still support the residents and visitors within the lands.

Furthermore, the loss in on-street parking will be compensated through the proposed larger driveways which will accommodate a 2-car parking format for each lot. This will add up to an additional 127 spaces comprehensively to the lands through the additional driveway spaces creating an overall increase in available spaces on the lands. Additionally, we anticipate that the reduction in on-street parking will create reduced congestion through the winter months with ease of snow removal and allow for additional snow storage areas.



Given the limited scale of the relief requested and the absence of anticipated negative impacts, as it relates to the overall community, the intended design, on-street parking and functionality of the lands, it is our opinion that the variance is considered minor.

2. The Variance is Desirable for the Development and Use of the Lands

The requested relief is desirable and appropriate for the development and use of the lands for residential purposes given the additional parking that it shall provide for each residential unit. The increased driveway width will improve the functionality and usability of the lands by accommodating practical vehicle parking arrangements on narrow residential lots, as well as increase indoor storage space within the garage. This will ensure an attractive streetscape and for residents and visitors alike.

The variance will facilitate the development of the recently approved Plan of Subdivision which is in keeping with the development objectives of the lands. The variance will help reduce the potential for vehicle overhang onto landscaped areas and sidewalks and improve manoeuvrability and day-to-day functionality for future residents and visitors to the lands. The proposal supports contemporary housing design, good urban design principles and parking needs while maintaining an attractive and compatible residential streetscape with adequate landscaped open space.

In our opinion, the requested relief represents good planning and facilitates efficient residential development while maintaining the surrounding neighbourhood character and is therefore desirable for the development of the lands.

3. The Variance Maintains the General Intent and Purpose of the Official Plan

The general intent and purpose of the applicable Township of Centre Wellington Official Plan is maintained by the proposed variance in facilitating residential low-density development. The Official Plan designates the lands as Residential, permitted single detached dwelling unit typologies and promotes efficient and appropriate residential development, housing opportunities, and compatible built form within designated settlement areas.

The proposed variance continues to support the development of low density residential uses in a manner that is compatible with surrounding development and makes use of existing municipal services and infrastructure. The requested increase in driveway width does not impact land use compatibility, density, neighbourhood stability, or the broader policy objectives of the Official Plan.



Further, the proposal is consistent with the housing-supportive direction of the Provincial Planning Statement 2024, which encourages efficient development patterns, appropriate residential intensification, and flexibility in local planning tools to support housing supply and livable communities. Accordingly, it is our opinion that the proposed variance maintains the general intent and purpose of the Official Plan.

4. The Variance Maintains the General Intent and Purpose of the Zoning By-law

The intent of the applicable Township of Centre Wellington Zoning By-law driveway width provision is to ensure an appropriate balance between hardscaped surfaces and landscaped open space area within residential front yards, while maintaining an attractive and functional streetscape. The By-law requires the following: *The outside walls of an attached garage shall not exceed 55% of the lot width; and the driveway leading to the garage can be no more than the width of the exterior dimensions of the garage.*

Although a modest increase in driveway width is proposed, adequate landscaped area will continue to be provided on the lots, and the overall residential character of the neighbourhood will be preserved. The proposal will not result in excessive hardscaping or create visual impacts that are out of character with the surrounding subdivision. Other applicable zoning regulations such as required setbacks, encroaches and parking standards continued to be met and maintained.

The requested relief recognizes the practical limitations associated with narrower lot frontages and represents a reasonable adjustment to facilitate functional residential use while maintaining the overall purpose of the Zoning By-law and adding residential parking to each unit. It is therefore our opinion that the proposed variance maintain the purpose and intent of the Zoning By-law.

Submission

In support of the above noted minor variance applications, the following materials are submitted for review. We trust that the below information will assist in your review and facilitate and comprehensive circulation of applicable materials in support of the application.

Deliverable	Prepare By
Application Form	SV Planning Inc / Tribute (Fergus) Limited
Approved Plan of Subdivision	J.D. Barnes Limited
Ground Floor Plan	Cassidy & Co.
Lot and Civic Address List	Cassidy & Co.
On-Street Parking Plan	SCS Consulting
Application Fee	\$3,340



Recommendation

Based on the rationale presented herein, it is our recommendation that the Committee approve the requested variance as outlined. It is our opinion that the proposed variance meets the four tests under the *Planning Act* and represent good planning while implementing good urban design principles.

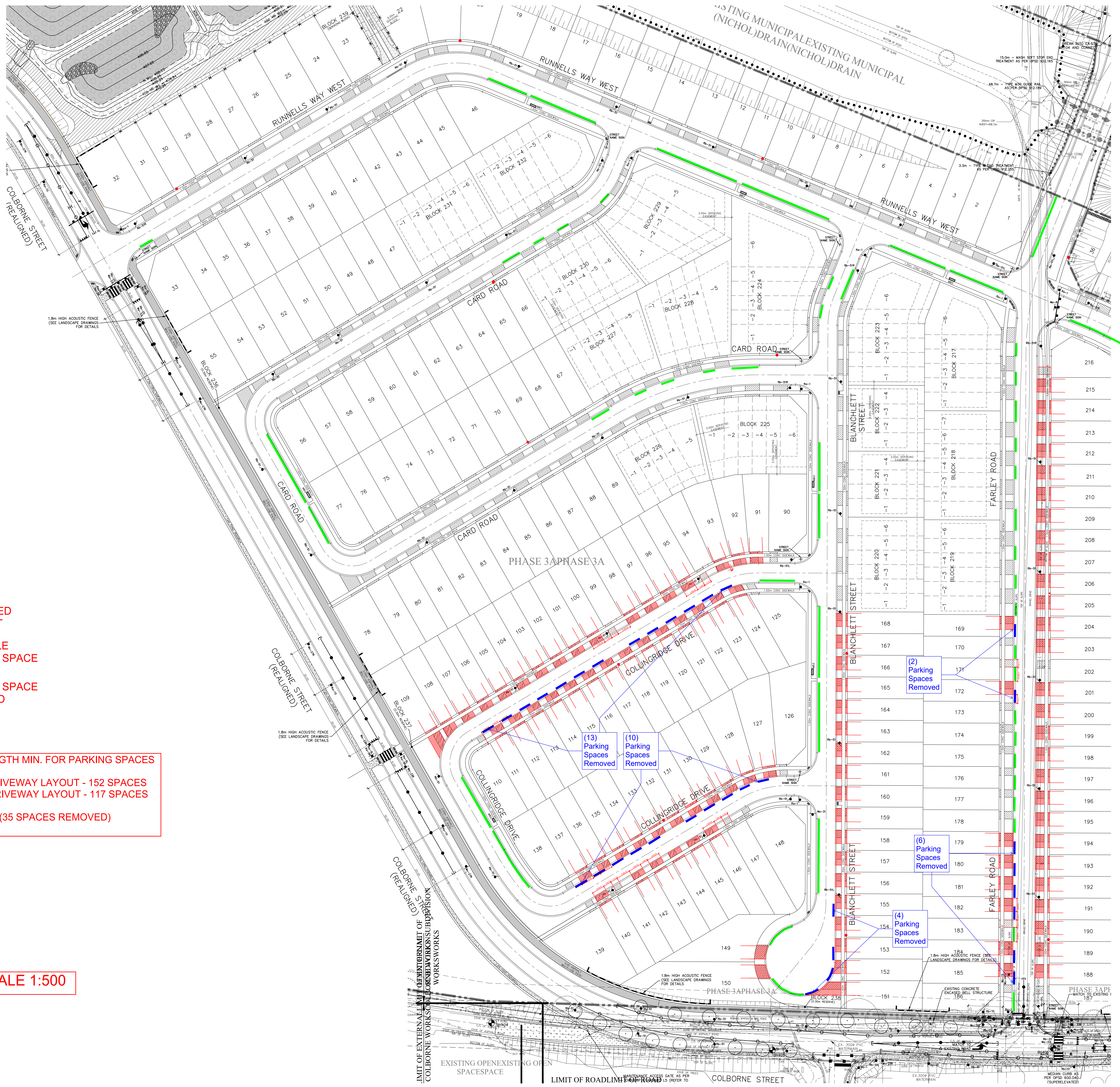
We respectfully request that the application be scheduled to the June 18th Committee of Adjustment hearing and look forward to working with Staff to address any comments or conditions that may arise prior to this date. Should you have any questions, or require any additional information, please contact the undersigned at sabrina@svplanninginc.com.

Sincerely,
SV Planning Inc.

A handwritten signature in black ink, appearing to read 'Sabrina Sgotto', written over a light blue horizontal line.

Sabrina Sgotto, MBA, RPP, MCIP
President

- c. Jacob Dosman, Tribute (Fergus) Limited



LEGEND

- ◆ PROPOSED HYDRANT
- AVAILABLE PARKING SPACE
- PARKING SPACE REMOVED

5.5m LENGTH MIN. FOR PARKING SPACES
 OLD DRIVEWAY LAYOUT - 152 SPACES
 NEW DRIVEWAY LAYOUT - 117 SPACES
 (35 SPACES REMOVED)

SCALE 1:500

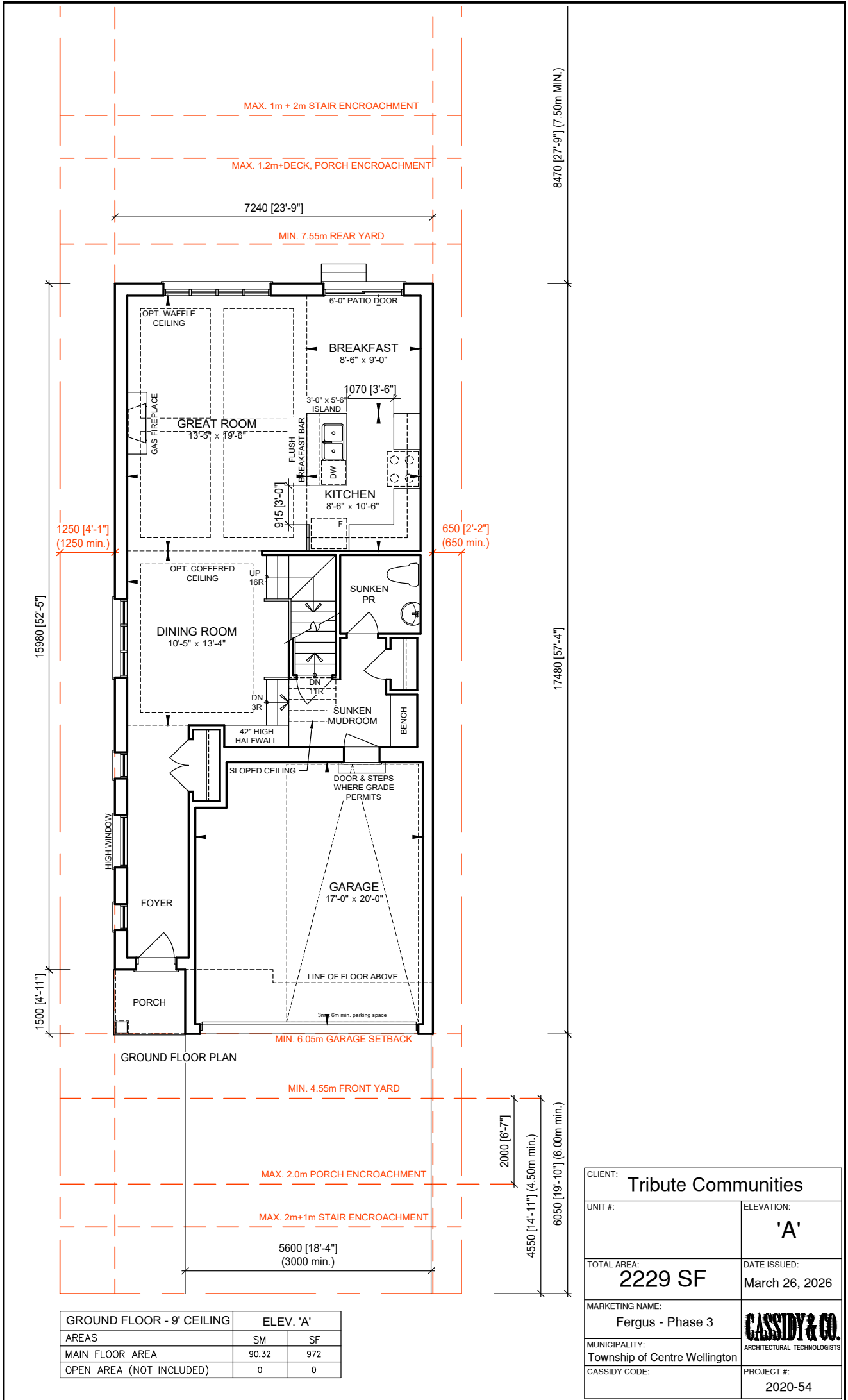
LIMIT OF EXTERNAL LIMIT OF EXISTING OPEN SPACES

EXISTING OPEN SPACES

LIMIT OF ROADLINE

COLBORNE STREET

PHASE 3A
 MATCH TO EXISTING
 1:500



MAX. 1m + 2m STAIR ENCROACHMENT

MAX. 1.2m+DECK, PORCH ENCROACHMENT

7240 [23'-9"]

MIN. 7.55m REAR YARD

1250 [4'-1"] (1250 min.)

650 [2'-2"] (650 min.)

15980 [52'-5"]

17480 [57'-4"]

1500 [4'-11"]

MIN. 6.05m GARAGE SETBACK

MIN. 4.55m FRONT YARD

MAX. 2.0m PORCH ENCROACHMENT

MAX. 2m+1m STAIR ENCROACHMENT

5600 [18'-4"] (3000 min.)

2000 [6'-7"]

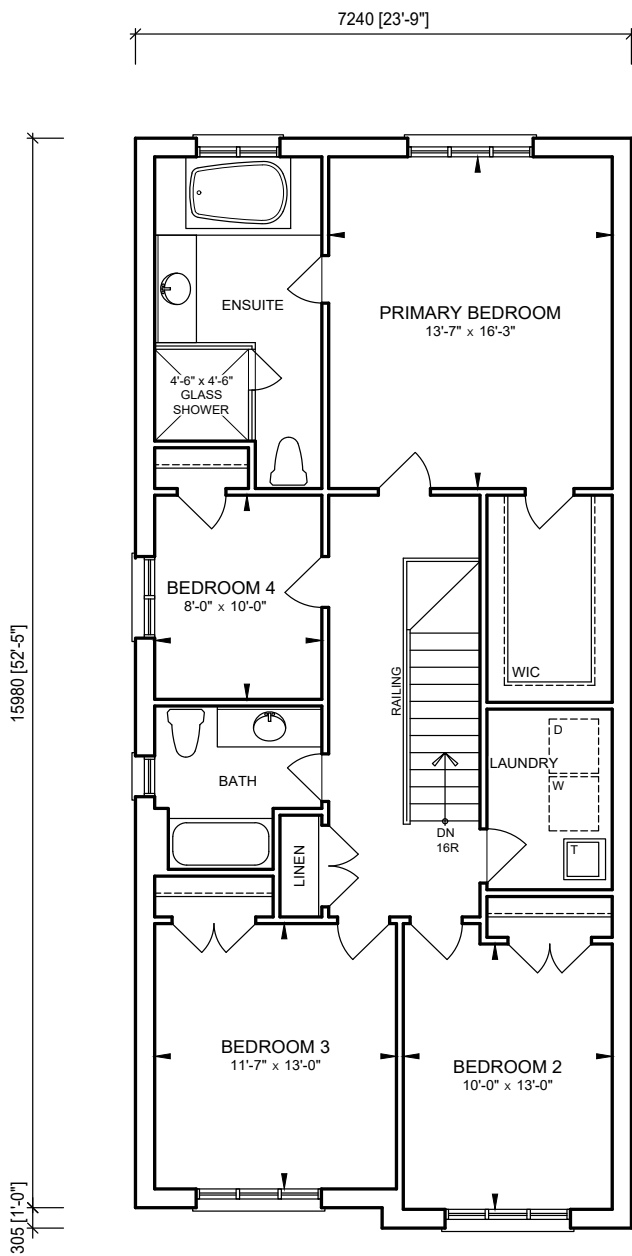
4550 [14'-11"] (4.50m min.)

6050 [19'-10"] (6.00m min.)

8470 [27'-9"] (7.50m MIN.)

GROUND FLOOR - 9' CEILING		ELEV. 'A'	
AREAS	SM	SF	
MAIN FLOOR AREA	90.32	972	
OPEN AREA (NOT INCLUDED)	0	0	

CLIENT: Tribute Communities	
UNIT #:	ELEVATION: 'A'
TOTAL AREA: 2229 SF	DATE ISSUED: March 26, 2026
MARKETING NAME: Fergus - Phase 3	CASSIDY & CO. ARCHITECTURAL TECHNOLOGISTS
MUNICIPALITY: Township of Centre Wellington	
CASSIDY CODE:	PROJECT #: 2020-54



SECOND FLOOR AREAS	ELEV. 'A'	
	SM	SF
SECOND FLOOR AREA	116.81	1257
OPEN AREA (NOT INCL'D)	0.00	0

CLIENT: Tribute Communities	
UNIT #:	ELEVATION: 'A'
TOTAL AREA: 2229 SF	DATE ISSUED: March 26, 2026
MARKETING NAME: Fergus - Phase 3	CASSIDY & CO. ARCHITECTURAL TECHNOLOGISTS
MUNICIPALITY: Township of Centre Wellington	
CASSIDY CODE:	PROJECT #: 2020-54



**COMMITTEE OF ADJUSTMENT
COMMENTS FROM STAFF, PUBLIC & AGENCIES**

APPLICATION NUMBER: A011-2026
LOCATION: Lots 90-216, Phase 3A, 61M-262
HEARING DATE: June 18, 2026
OWNER(S): Tribute (Fergus) Limited
AGENT: SV Planning Inc.

REQUEST: The applicant is seeking relief from the By-law requirements to permit the width of the driveway to be 62% of the lot width. The effect of the variance is to facilitate the parking of two vehicles per residential lot.

BY-LAW REQUIREMENTS: The property is zoned "R2.66.5 – Residential Exception" in the Centre Wellington Zoning Bylaw No. 2009-045, as amended. Section 15.66.5, Lot Regulations, Item K – Driveway Width Restriction, states that the width of the driveway shall not exceed 55% of the lot width.

STAFF RECOMMENDATION: No objection

CONDITIONS RECOMMENDED: No

COMMENTS

Township Planning:

Staff does not object to the requested variance to permit the width of the driveway to be 62% of the lot width, in lieu of the current maximum of 55%, but provides information for the Committee to consider.

The variance application requests an increase in driveway width to 62% of the width of the lot, instead of the maximum permitted, 55%, intended to provide a second private parking space and 1.5 car garage as an option for purchasers of 127 lots in Phase 3A of the Storybrook subdivision. The applicant notes that despite this variance request for all 127, 9.2m wide lots, the increased driveway width would only apply to one model, out of seven, that can be chosen on these lots. For clarity, the lots are shown in the attached schedule. However, it is unknown at this time which, or how many, lots might be impacted.

The subject property is designated "Residential" in the Township Official Plan and is located within the "Fergus Urban Centre" within a new residential plan of subdivision. This designation is intended to provide a variety of dwelling types to satisfy a broad range of

residential requirements including affordable housing. A variety of housing types is permitted, including low-density housing forms such as single-detached and semi-detached. The intent of the Official Plan policies is maintained.

The property is zoned “R2.66.5 – Residential Exception” in the Township Zoning By-law, which permits single-detached dwellings and their accessory structures subject to applicable zoning regulations. The site-specific provisions include a driveway width restriction to 55% of the width of the lot. The intent of limiting the driveway width is to retain on-street public parking and ensure that sufficient landscaped open space is retained for landscaping, circulation within the front yard, and snow storage. For a 9.20m (30 ft) lot, the driveway would be limited to 5.06 m. A standard parking space is 2.75m wide, and as such, a minimum width of 5.5m would typically be required to facilitate 2 spaces. An increase to 62% of the lot width would result in 5.7m, which the applicant is confident can accommodate two vehicles, and provides an option for a 1.5 car garage.

The proposal results in the loss of 35 identified on-street parking spaces, if the proposed driveways are widened at the street line/curb, as per the “On-street Parking Plan” provided by the applicant. In general, parking is required on at least one side of the street. Although the current zoning permits a width of approximately 5m, the applicant is limited by the parking strategy for the area in order to provide sufficient on-street parking. Staff are of the opinion that any loss of on-street parking, as per the approved subdivision plans, raises concerns.

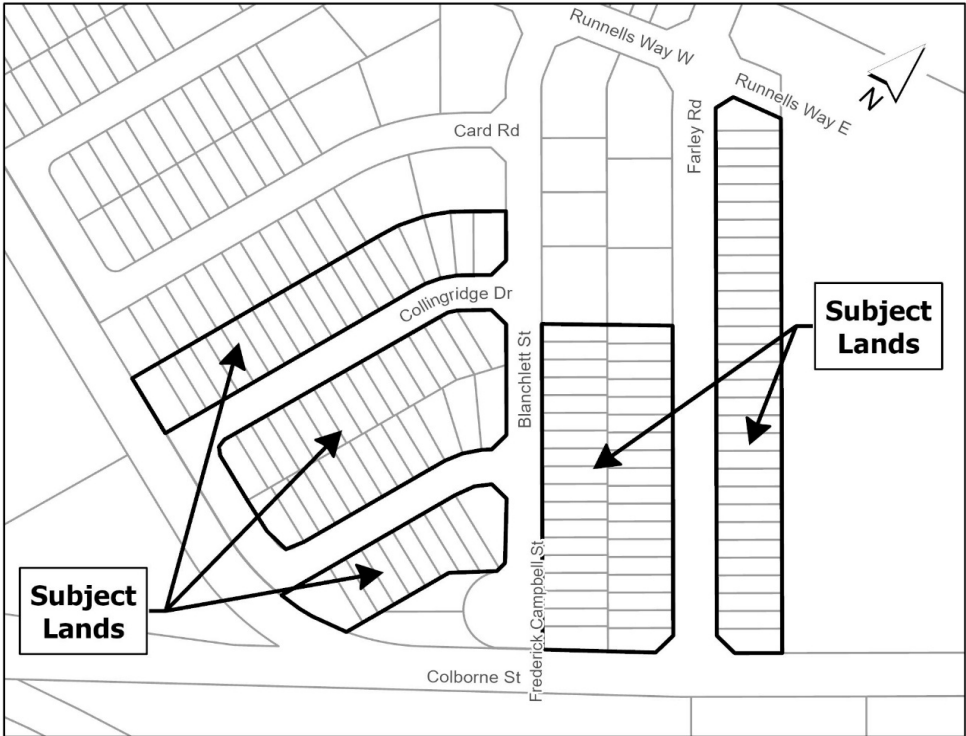
In order to address concerns raised by staff regarding the loss of on-street parking, the applicant has provided an option for tapered driveways for the lots which would potentially impact on-street parking, for the Committee’s consideration. Staff would not support future curb cuts for these lots to widen the driveways to the street. Although there are some concerns regarding enforcement of future curb cuts without the necessary permits/approvals from Infrastructure Services staff, staff has the authority to control modifications through the curb cut/fill application process and through by-law enforcement. Additionally, staff have concerns related to snow storage on all lots, given that the increase in driveway width would result in less landscaped open space on the front yards.

It is staff’s opinion that the requested relief meets the general intent and purpose of both the Official Plan and Zoning By-law. On an individual lot, an increase in driveway width could be considered minor in nature, however, the committee should consider the overall cumulative impacts resulting from an increase on all of the proposed 127 lots. From a practical perspective, the introduction of an additional private parking space could be considered desirable, however, the committee should carefully consider implications for snow storage and maneuverability and whether it can be considered desirable and appropriate for the overall development of the lands. Should the committee approve the

requested variance, staff caution that proposed widenings which conflict with or reduce on-street parking will not be permitted.

Alternatively, the committee could consider only approving increased driveway width for lots which would not result in loss of on-street parking (lots 91-110, 125,126, 138, 139-148, 149-150, 156-168, 170, 171, 173-178, 186-216).

Figure 1: Aerial map of Storybrook Phase 3A, Fergus



County Planning:

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that relief is being requested from Zoning By-law No. 2009-045:

- Section 15.66.5 (Item K): To permit the width of the driveway to be 62% of the lot width, whereas the permitted driveway width shall not exceed 55% of the lot width.

The subject lands are designated as Primary Urban Centre (Fergus) in the County Official Plan. Planning staff note that the purpose of this application is to facilitate the parking of two vehicles per residential lot.

It is noted that the property is located within a Well Head Protection Area. Comments from Wellington Source Water Protection should be considered.

Building Department: No comments

Infrastructure Services (Roads): N/A

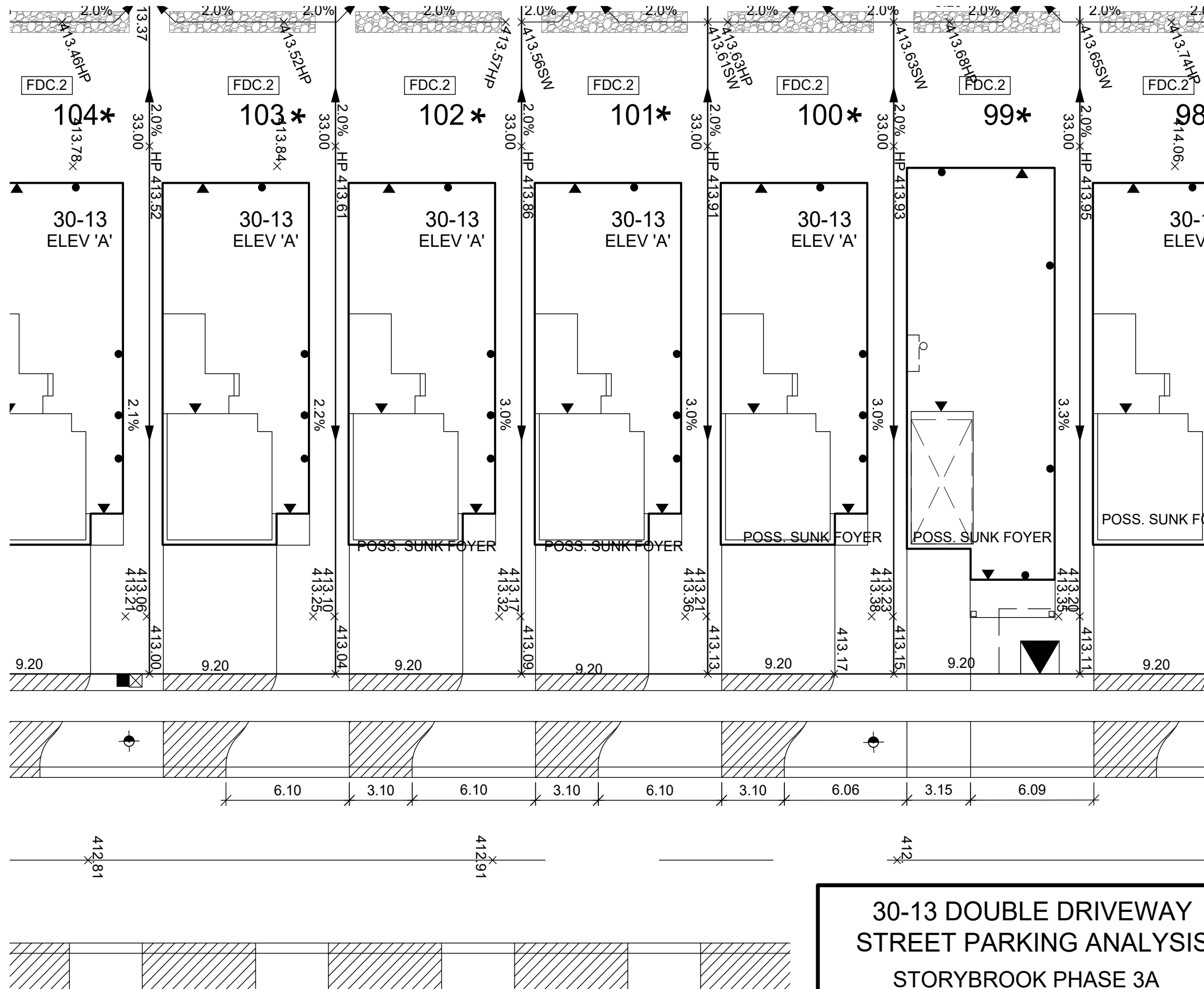
Source Water Protection: Screened Out

County Roads Department: N/A

Grand River Conservation Authority: N/A

REPORT COMPILED BY: C. Pellizzari, Secretary-Treasurer

COMMENTS FROM PUBLIC RECEIVED: None received.



****Alternative proposed by applicant.

<p>30-13 DOUBLE DRIVEWAY STREET PARKING ANALYSIS STORYBROOK PHASE 3A</p>	<p>TRIBUTE COMMUNITIES June 1, 2026 1 of 1</p>
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