



**Township of Stirling-Rawdon
Committee of Adjustment Meeting Agenda
Tuesday, June 16, 2026 @ 6:00 PM
Council Chambers**



1. Call to Order

Hastings County is situated on treaty land that is rich in Indigenous history and home to many First Nations, Métis and Inuit people. We honour their cultures and celebrate their commitment to this land. We acknowledge our shared obligation to respect, honour and sustain these lands and the natural resources contained within.

2. Adoption of Agenda

2.1. Committee of Adjustment Meeting Agenda - June 16, 2026

That the agenda for the Committee of Adjustment meeting held on June 16, 2026 be adopted as presented.

3. Declaration of Interest and the General Nature Thereof

4. Minutes of Previous Meeting

4.1. Committee of Adjustment Meeting Minutes - May 19, 2026
[Committee of Adjustment - 19 May 2026 - Minutes - Pdf](#)

4 - 7

That the minutes of the Committee of Adjustment meeting held on May 19, 2026 be approved as presented.

5. Applications

5.1. Motion to Open Public Meeting

That a Public Meeting now be held regarding:

- MV2-26 - Application for Minor Variance - 71 John Street

5.2. Minor Variance Application - MV2-26

8

Applicant: Tania Sanderson

Address: 71 John Street

[Application Overview - Sanderson](#)

The purpose of this application is to request relief from Section 13.3 (a) of Comprehensive Zoning By-law 320-03, as amended, to permit a reduction in the minimum square footage for an additional residential unit, while recognizing a deficient rear and interior (north side) yard setback, outlined in the table below:

Zone Provision	Required	Proposed/ Existing	Change
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Section 13.3 (a) Gross Floor Area (Min)	92.9 m ² (1,000 sq. ft)	37.16 m ² (400 sq. ft)	55.74 m ² (600 sq. ft)
Section 13.3 (a) Rear Yard (Min)	7.5 metres (24.6 ft)	.230 metres (0.75 ft)	7.27 metres (23.8 ft)
Section 13.3 (a) Interior Side Yard (Min) North	2.0 metres (6.5 ft)	1.02 metres (3.3 ft)	0.98 metres (3.22 ft)

The Chair will ask the Secretary if notice of the meeting has been given to all persons and agencies entitled to receive notice and on what date the notices were given.

The Chair will ask the Secretary if any written submissions have been received.

The Chair will ask if any persons present if they wish to provide any representations.

5.3. Adjournment of Public Meeting

That the Public Meeting held on June 16, 2026 adjourn at ___:___ p.m.

6. Decision of the Committee

6.1. MV2-26 - Decision - 71 John Street [Deputy Clerk's Report - MV2-26](#)

9 - 16

That the Application for Minor Variance submitted by Tania Sanderson regarding property municipally located at 71 John Street, to permit a reduction in the minimum square footage for an additional residential unit, while recognizing a deficient rear and interior (north side) yard setback, subject to the following conditions:

1. That approval of the minor variance shall only relate to the proposed 400 sq ft (37.16m²) detached additional residential unit, construction of which shall comply with all other applicable law.
2. That the building permit, which is to remain in good standing, be applied for within twelve (12) months approval of this application following submission to the building department of the appropriate application, fees, and supporting information as required by the Chief Building Official.
3. That a Section 59 Clearance Notice be obtained from Lower Trent Conservation.
4. That failing any part of the foregoing conditions, this application shall be deemed to be refused.

shall be approved for the following reasons:

1. The variance requested is considered to be minor in nature as it will not adversely affect adjacent properties;
2. The proposed use maintains the general intent and purpose of

the Hastings County Official Plan and the Township of Stirling-Rawdon's Comprehensive Zoning By-law which permits residential uses on the subject property;

3. The application represents a reasonable use of the property.

7. Adjournment

- 7.1. Motion to Adjourn

That this Committee of Adjustment meeting now adjourn at __:__ p.m.



**Township of Stirling-Rawdon
Committee of Adjustment Meeting Minutes
Council Chambers
Tuesday, May 19, 2026 @ 6:00 PM**



Members Present: Mayor Bob Mullin
Councillor Grant Hagerman
Deputy Mayor Jeremy Solmes
Councillor Caroline Smith
Councillor Don Stewart
Member Matt de Jong
Member Mike Smith

Staff Present: Sydney Dodson, Deputy Clerk
Becky O'Hara, Clerk

1. Call to Order

The meeting was called to order at 6:00 p.m., by Deputy Mayor Jeremy Solmes, followed by the land acknowledgement statement.

2. Adoption of Agenda

2.1. Committee of Adjustment Meeting Agenda - May 19, 2026

SRC-260519-1

Moved by Councillor Don Stewart
Seconded by Councillor Grant Hagerman

That the agenda for the Committee of Adjustment meeting held on May 19, 2026 be adopted as presented.

Carried

3. Declaration of Interest and the General Nature Thereof

There were none disclosed.

4. Minutes of Previous Meeting

4.1. Committee of Adjustment Meeting Minutes - March 17, 2026

SRC-260519-2

Moved by Member Matt de Jong
Seconded by Councillor Caroline Smith

That the minutes of the Committee of Adjustment meeting held on
March 17, 2026 be approved as presented.

Carried

5. Applications

5.1. Motion to Open Public Meeting

SRC-260519-3

Moved by Member Matt de Jong
Seconded by Councillor Don Stewart

That a Public Meeting now be held regarding:

- PA1-26 - Application for Permission - 29 Henry Street

Carried

5.2. Permission Application - PA1-26

Applicant: Gary Bench

Address: 29 Henry Street

The purpose of this application is to request permission to permit the
existing residential use; and requesting relief for the following:

- distance from the existing dwelling to the centreline of Henry Street
(11.7 m);
- distance of the northern side yard setback of the proposed addition
(+/- 3.65 m) and deck (+/- 3.65 m);
- distance to the setback to the highwater mark to Rawdon Creek for
both the addition (+/- 10.97 m) and the deck (9.1 m).

The Chair asked the Secretary if notice of the meeting has been
given to all persons and agencies entitled to receive notice and on
what date the notices were given. The Secretary advised that notices
were sent on April 13, 2026.

The Chair asked the Secretary if any written submissions have been
received. The Secretary advised that no written submissions were

received.

The Chair asked if any persons present if they wish to provide any representations. There were no representations made from the public.

5.3. Adjournment of Public Meeting

SRC-260519-4

Moved by Member Matt de Jong
Seconded by Mayor Bob Mullin

That the Public Meeting held on May 19, 2026 adjourn at 6:03 p.m.

Carried

6. Decision of the Committee

6.1. PA1-26 - Decision - 29 Henry Street

SRC-260519-5

Moved by Member Matt de Jong
Seconded by Councillor Don Stewart

That the Permission Application submitted by Gary Bench regarding property municipally located at 29 Henry Street, to permit permission to permit the existing residential use; with relief from the following:

- distance from the existing dwelling to the centreline of Henry Street (11.7 m);
- distance of the northern side yard setback of the proposed addition (+/- 3.65 m);
- distance to the setback to the highwater mark to Rawdon Creek for both the addition (+/- 10.97 m) and the deck (9.1 m);

shall be approved for the following reasons:

1. The proposed use is desirable for appropriate development of the subject property;
2. The proposed use does not result in undue adverse impacts on the surrounding properties and neighbourhood.

Carried

7. Adjournment

7.1. Motion to Adjourn

SRC-260519-6

Moved by Councillor Caroline Smith
Seconded by Councillor Grant Hagerman

That this Committee of Adjustment meeting now adjourn at 6:04
p.m.

Carried

Chair, Jeremy Solmes

Secretary, Sydney Dodson

Planning Application Overview



DATE: June 16, 2026

OWNER: Tania Sanderson

LOCATION: 71 John Street

APPLICATION(S): Minor Variance Application – MV2-26

ZONING: Residential Second Density (R2)

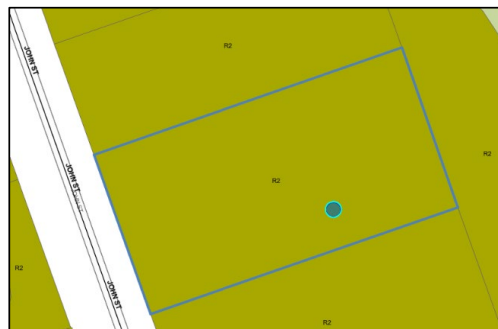
PURPOSE:

The application proposes to request relief from Section 13.3 (a) of Comprehensive Zoning By-Law 320-03, as amended, to permit a reduction in the minimum square footage for an additional residential unit, while recognizing a deficient rear and interior (north side) yard setback.

Zone Provision	Required	Proposed/ Existing	Change
Section 13.3 (a) Gross Floor Area (Min)	92.9 m ² (1,000 sq. ft)	37.16 m ² (400 sq. ft)	55.74 m ² (600 sq. ft)
Section 13.3 (a) Rear Yard (Min)	7.5 metres (24.6 ft)	.230 metres (0.75 ft)	7.27 metres (23.8 ft)
Section 13.3 (a) Interior Side Yard (Min) North	2.0 metres (6.5 ft)	1.02 metres (3.3 ft)	0.98 metres (3.22 ft)

The subject lands are currently developed with a single detached dwelling with an accessory building located in the northeast corner of the property. The property is currently zoned Residential Second Density (R2).

MAP:





Report to Committee of Adjustment

To:	Committee of Adjustment
From:	Sydney Dodson, Deputy Clerk
Date:	June 16, 2026
Subject:	Application for a Minor Variance File No. MV2-26
Applicant:	Tania Sanderson
Municipal Address:	71 John Street
Legal Description:	Plan 95, Lot 8

Section of the ZBL	Required	Proposed	Variance Requested
Section 13.3 (a) Gross Floor Area (Min)	92.9 m ² (1,000 sq. ft)	37.16 m ² (400 sq. ft)	55.74 m ² (600 sq. ft)
Section 13.3 (a) Rear Yard (Min)	7.5 metres (24.6 ft)	7.27 metres (23.8 ft)	0.23 metres (0.75 ft)
Section 13.3 (a) Interior Side Yard (Min) North	2.0 metres (6.5 ft)	1.02 metres (3.3 ft)	0.98 metres (3.22 ft)

Staff Recommendation:

That the application for Minor Variance submitted by Tania Sanderson on property located at 71 John Street, to permit a reduction in the minimum square footage for an additional residential unit, while recognizing a deficient rear and interior (north side) yard setback, be approved subject to the following conditions:

1. That approval of the minor variance shall only relate to the proposed 400 sq ft (37.16m²) detached additional residential unit, construction of which shall comply with all other applicable law.
2. That the building permit, which is to remain in good standing, be applied for within twelve (12) months approval of this application following submission to the building department of the appropriate application, fees, and supporting information as required by the Chief Building Official.
3. That a Section 59 Clearance Notice be obtained from Lower Trent Conservation.



Report to Committee of Adjustment

4. That failing any part of the foregoing conditions, this application shall be deemed to be refused.

Background:

On May 19th, 2026, a minor variance application was submitted by Tania Sanderson, with respect to the property located at 71 John Street (see Key Map). The applicant is requesting a reduction in the minimum square footage for an additional residential unit, while recognizing a deficient rear and interior (north side) yard setback.

Zoning By-Law:

The subject lands are zoned Residential Second Density (R2) under the Township of Stirling-Rawdon Comprehensive Zoning By-law 320-03, as amended.

Review & Analysis:

The review of an application for minor variance(s) is not a simple mathematical calculation, but rather a detailed assessment of whether the variance(s) requested, both separately and together, meet the four tests of a minor variance outlined in Subsection 45(1) of the Planning Act.

Four Tests:

1. The requested variance(s) must satisfy the general intent of the Official Plan

It appears the subject property is designated Urban Residential in Part B – The Urban Communities Secondary Plan of the Hastings County Official Plan.

This type of structure is consistent with surrounding land uses and in conformity with the intent and purpose of the Official Plan.

2. The requested variance(s) must satisfy the general intent of the Zoning By-law

The subject property is zoned Residential Second Density (R2) in the Township of Stirling-Rawdon Comprehensive Zoning By-law 320-03, as amended. The applicant is requesting to reduce the minimum gross floor area of an additional dwelling unit and recognizing the deficient rear and interior (north side) yard setback.

This type of structure satisfies the general intent of the Zoning By-law.

3. The requested variance(s) must be considered minor in nature

This application applies only to the subject lands and reflects the site-specific constraints and lot configuration. This variance will have a minor impact since it will not adversely affect the neighbouring properties.



Report to Committee of Adjustment

4. The requested variance(s) must be desirable for the development of the land, building, or structure

The proposed variances are appropriate and desirable for the development and use of the land. The intended use of the land is residential; therefore, the application will enable continued use of the property for residential purposes.

Agency / Staff / Public Comments Received

At the time this report was finalized, comments were received from Derrick Little – Fire Chief, George Burkitt – Public Works Manager, Matthew Richmond – Environmental Manager, and Richard Cook – Chief Building Official (CBO). The CBO notes that the size of the proposed additional unit will be difficult to meet all of the provisions of the building code but will work with the applicant.

Lower Trent Conservation advised that there are no identified natural hazards on the subject lands. There are also no features or areas on the lands that are currently regulated by LTC pursuant to Part IV of the *Conservation Authorities Act* and O.Reg 41/24.

Any further public comments received after the publishing of this report will be included as an addendum to the Committee of Adjustment agenda.

Other Applications

The lands subject to this application for minor variance are not subject to another type of development application under the Planning Act.

Notice Provisions

Pursuant to the requirements of the Planning Act, the notice of Statutory Public Meeting was provided by advertisement in the form of notices sent by mail to a total number of 18 property owners (according to the latest Assessment Roll) within 60 metres of the subject property. Once a decision has been rendered by the Committee of Adjustment, a Notice of Decision will be circulated in accordance with the provisions of the Planning Act.

Financial Implications:

Minor Variance Application Fee

Attachments

- 1) Aerial Map
- 2) Hastings County Staff Report





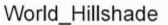
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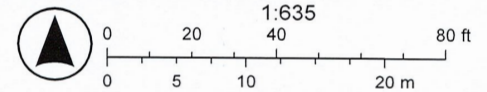
Sydney Dodson, Deputy-Clerk

County & Municipal Staff Planning Map



2026-05-26, 10:11:48 a.m.

-  ArcGIS World Geocoding Service
-  Roads
-  Properties
-  Building Outlines
-  World_Hillshade



Sources: NRCan, Esri Canada, and Canadian Community Maps contributors., Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR.

Hastings County GIS

Information purposes only and may not be suitable for legal, engineering, or surveying purposes. The County of Hastings disclaims all responsibility for errors, omissions or inaccuracies in this publication. Data supplied under License with OGDE & MPAC.

Committee of Adjustment STAFF REPORT



Report to: Committee of Adjustment
Prepared By: Katherine van Beek, Planner, Hastings County
Date: June 11th, 2026
Subject: MV2-26-SANDERSON- Plan 95 Lot 8, 71 John St, Stirling

Proposal:

The County of Hastings is in receipt of a minor variance application (MV2-26) under Section 45 of the *Planning Act*, submitted by Tania Sanderson, for the property legally described as Plan 95 Lot 8, Township of Stirling-Rawdon, municipally known as 71 John Street, Stirling, Ontario.

The County GIS mapping denotes that the subject property comprises an area of approximately 0.33 acres with frontage of approximately 27 m (88 ft) on John Street. The property is currently developed with a single detached dwelling with a detached garage/ shed in the rear yard.

The applicant plans to convert the existing accessory structure in the rear yard to a 400 sq ft additional residential unit. As existing, the accessory structure has a deficient rear yard setback of 0.75 ft (.230 m) and a deficient interior side yard (north) setback of 3.3 ft (1.02 m), contrary to Section 13.3 a) of Comprehensive Zoning By-law 320-03, which requires a minimum gross floor area of 1,000 sq ft (92.9 m²) ; a rear yard setback of 7.5 m (24.6 ft); and an interior side yard setback of 2 m (6.5 ft). Therefore, a variance is required to permit the reduced gross floor area for the development of an additional residential unit and to recognize the existing yard deficiencies.

Property Details:

Location:	Plan 95 Lot 8, municipally known as 71 John Street, Stirling	
Official Plan Designation:	UCSP – Urban Residential	
Zoning:	Residential Second Density (R2)	
Access:	John Street (Publicly Maintained Road)	

MV2-2026-SANDERSON

Zoning Review:

The subject property is zoned 'Residential Second Density' (R2) in the Township of Stirling-Rawdon's Zoning By-law 320-03, as amended. As submitted, the application requires the following relief from the Township's Zoning By-law:

1. From Section 13.3 a) to permit a reduced gross floor area of a dwelling unit of 400 sq. ft (37.16 m²), whereas otherwise a minimum of 1,000 sq ft (92.9 m²) is required.
2. From Section 13.3 a) to permit a reduced interior side yard setback of 3.3ft (1.02 m), whereas otherwise a setback of 6.5 ft (2.0 m) is required.
3. From Section 13.3 a) to permit a reduced rear yard setback of 0.75ft (.230 m), whereas otherwise a setback of 24.6 ft (7.5 m) is required.

Planning Analysis:

Four Tests of a Minor Variance:

This application is subject to the four tests of a minor variance, as prescribed by the *Planning Act*. The four tests are as follows:

1. Is the application minor in nature?

When assessing whether an application is minor, the consideration must relate to the potential impacts of the variance requested. As noted above, the proposed variance will recognize the reduced interior side yard setback of 3.3 ft (1.02 m) and the reduced rear yard setback of 0.75 ft (0.230 m) of the existing accessory structure that is to be converted to a 400 sq ft (37.16 m²) additional residential unit. All other provisions required as per the Township Zoning By-law are met. The property located immediately east of the existing accessory structure is municipal property which contains a low-lying water catchment area. No adverse impacts to the neighbouring properties are anticipated.

The application is therefore found to be minor in nature.

2. Is the application desirable for the appropriate development or use of the land, building or structure?

The application will enable the continued use of the property for residential purposes, which is the intended use of the land. The proposed development is consistent with the built form of the surrounding area, which is also built for residential purposes.

Therefore, the application is found to be desirable for the appropriate development or use of the land, building or structure.

MV2-2026-SANDERSON

3. Does the application uphold the general intent and purpose of the Official Plan?

The subject property is designated Urban Residential in Part B – The Urban Communities Secondary Plan of the Hastings County Official Plan. The Official Plan includes policies to recognize and protect the character of existing residential neighbourhoods. Permitted uses within the Urban Residential designation include residential uses, including single-detached dwellings and accessory structures, including additional residential units.

The application is considered to uphold the general direction and purpose of the Official Plan.

4. Does the application uphold the general intent and purpose of the Zoning By-law?

The subject property is zoned Residential Second Density (R2) in the Township of Stirling-Rawdon Zoning By-law 320-03, as amended. As noted herein, the proposed variance will serve to reduce the minimum gross floor area of a dwelling unit and recognize the existing deficient interior side yard and rear yard setbacks to permit the establishment of an additional residential unit. While the proposed development does seek relief from the Zoning By-law, the general intent of the zoning provisions would be upheld, and the proposed development plans for the property are reflective of other residential developments in the surrounding area.

The application is considered to uphold the general intent and purpose of the Zoning By-law.

Provincial Policy Review:

The application is also required to be consistent with the Provincial Planning Statement (PPS, 2024). Under the policies of the PPS the subject property is considered part of the settlement area. Permitted uses in settlement areas include residential development, which can be sustained by rural service levels. The use would therefore be permitted in the context of the PPS.

The application is consistent with the policies of the PPS.

Public and Agency Comments:

As of the date of writing this report, no comments on the application have been received from members of the public or agencies. Should any comments be received in advance of the meeting, they will be provided at that time.

Recommendation:

Based on an assessment of the application as currently proposed, it appears to meet the four tests of a minor variance and is consistent with the policies of the PPS. Therefore, it is recommended that application MV2-26 be approved, subject to the following conditions:

MV2-2026-SANDERSON

1. **THAT** approval of the minor variance shall only relate to the proposed 400 sq ft (37.16 m²) detached additional residential unit, construction of which shall comply with all other applicable law.
2. **THAT** the building permit, which is to remain in good standing, be applied for within twelve (12) months of the approval of this application following submission to the building department of the appropriate application, fees and supporting information as required by the Chief Building Official.
3. **THAT** failing any part of the foregoing conditions, this application shall be deemed to be refused.

Respectfully submitted,



Katherine van Beek, RPP, MCIP,
Planner, Hastings County

MV2-2026-SANDERSON