



THE TOWNSHIP OF  
**WOOLWICH**

BOX 158, 24 CHURCH ST. W.  
ELMIRA, ONTARIO N3B 2Z6  
TEL. 519-669-1647 / 1-877-969-0094  
Email – [planning@woolwich.ca](mailto:planning@woolwich.ca)

**COMMITTEE OF ADJUSTMENT  
NOTICE OF HEARING**

Pursuant to the Planning Act and Ontario Regulations 197/96 and 200/96  
TAKE NOTICE THAT the Committee of Adjustment for the Township of Woolwich will meet on:

**MONDAY, November 4, 2024 at 4:30 P.M.**

for the purpose of hearing all persons interested in support of or opposition to any of the following applications as described on the attached Schedule.

**Committee of Adjustment meetings are held virtually via Zoom where public attendance can be arranged with staff, if required. Below is information on how you can view or participate in the meeting as well as how to submit comments. Please contact the Committee Secretary by email to [planning@woolwich.ca](mailto:planning@woolwich.ca) or by phone at 519-669-6040 if you have any questions.**

**HOW TO PARTICIPATE**

You can view or participate in the meeting as follows:

**VIEW** the Committee of Adjustment meeting livestream on the Woolwich Township Youtube channel at the following link - [@woolwichtownship9588](https://www.youtube.com/@woolwichtownship9588) – search Committee of Adjustment and the meeting date;

**PARTICIPATE** in the meeting by registering with the Committee Secretary on or before 12 noon on Wednesday October 30th. To register please email [planning@woolwich.ca](mailto:planning@woolwich.ca) or phone 519-669-6040. When registering you must provide your name, phone number, email and the application number you would like to comment on. Once you are registered the Committee Secretary will forward information on how to connect to the Zoom meeting (i.e. zoom Wi-Fi login or conference call number).

If you are concerned that you do not have access to phone or internet you can contact the Committee Secretary by phone 519-669-6040 to make arrangements to attend the municipal office the day of the meeting.

If you are unsure whether or not you would like to speak at the meeting but want to listen and have the option to comment on a particular application, please register with the Committee Secretary (see above information). You will not be required to speak if you do not want to.

If you are otherwise concerned about the reliability of your internet or phone signal please ensure that you submit written comments, see instructions below. Written comments do not negate your opportunity to also speak at the meeting but do ensure your voice is heard should your electronic connection to the meeting not work.

**WHY REGISTER**

By registering staff can ensure that you are permitted access to the virtual meeting, we know which application you are commenting on and, can call on you at the appropriate time to comment if you wish to do so. As the meeting is virtual registering will provide a level of security that is necessary to prevent unwanted guests from disrupting the meeting. Applicants and their consultants will be automatically registered and contacted accordingly by the Committee Secretary ahead of the meeting.

## **SUBMITTING COMMENTS**

If you would like to comment on a particular application, staff always recommend that you do so by:

- submitting a letter by mail or delivering it to the Township office at 24 Church Street West, Elmira and placing it in the drop box on the Maple Street side of the building; or
- submit an email to [planning@woolwich.ca](mailto:planning@woolwich.ca)

You can also contact the Township Planner at 519-669-6033 to discuss any comments / concerns however, this is not considered a formal comment.

The Committee will consider submissions for or against the applications. All submissions must be made no later than 4:30 p.m. on Friday October 25, 2024 (Note that this date is before the meeting). Any submissions received will be included in a comment package and presented at the meeting. This information is collected and maintained for the purpose of creating a record that is available to the general public at the Committee of Adjustment hearing. Please note that while the Committee may redact some personal information such as email addresses and phone numbers, your submissions will otherwise be made public in their entirety.

This notice has been sent to commenting agencies, and to owners of property located within 60 metres (200 feet) of the subject properties. If you wish to be notified of any last minute changes to the agenda (i.e. withdrawal of an application) you must contact the Committee Secretary at 519-669-6040 or 1-877-969-0094 (Ext. 6040) or by email to [planning@woolwich.ca](mailto:planning@woolwich.ca).

**FAILURE TO PARTICIPATE IN HEARING:** If the applicant or authorized agent fails to participate in this public hearing, the Committee may postpone or deny the application in their absence.

**NOTICE OF DECISION:** Within 10 days of the meeting, a copy of each decision will be sent to owners, agents, those who submit written comments, and people who register for the meeting. If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must submit a written request to the Committee Secretary or register ahead of the meeting. This will also entitle you to be advised of a possible Ontario Land Tribunal.

**APPEAL OF MINOR VARIANCE AND CONSENT APPLICATIONS:** An appeal from a decision of the Committee of Adjustment to the Ontario Land Tribunal shall be filed with the Secretary-Treasurer of the Committee of Adjustment, in person at 24 Church Street West, Elmira. The Tribunal may dismiss an appeal without holding a hearing if the appellant did not make oral or written submissions to the Committee of Adjustment before a decision was given or does not provide a reasonable explanation for having failed to make a submission to the Committee.

## **QUESTIONS / FURTHER INFORMATION**

Please feel free to reach out to Township Staff by phone or email to assist you should you have any questions. Contact the Committee Secretary at 519-669-6040 or 1-877-969-0094 (Ext. 6040) or by email to [planning@woolwich.ca](mailto:planning@woolwich.ca)

Further information about the applications may be obtained by contacting Sherwin Meloney, Planner, Development Services at 519-669-6033 or 1-877-969-0094 (Ext. 6033), or Email: [smeloney@woolwich.ca](mailto:smeloney@woolwich.ca)



Sherwin Meloney, Planner

DATED at Elmira, this 15th day of October 2024

**COMMITTEE OF ADJUSTMENT  
EXPLANATORY NOTE**

**November 4, 2024**

A copy of this notice is also available on the Township's website at [www.woolwich.ca](http://www.woolwich.ca). If you require an alternative format of this notice, please contact the Township Office.

**MINOR VARIANCE APPLICATION A 18/2024 – Tara Schuett and William Van De Ven**

PROPERTY: 72 Katherine Street South, Winterbourne, Crooks Tract Broken Front Concession East of the Grand River Part Lot 4

ZONE / USE: Residential R-1 / single detached dwelling, pool shed and a detached accessory building/dwelling unit

PROPOSAL: The applicant is requesting relief from Section 4.2 k) i) of the Zoning By-law to increase the maximum building height of a detached accessory building with a peaked roof from 4.5 metres to approximately 5.36 metres to recognize the height of an existing detached accessory building. The applicant received Minor Variance approval in November 2023 to recognize the existing property lot width and a reduced rear yard setback for the existing detached accessory dwelling unit.

**MINOR VARIANCE APPLICATION A 19/2024 – Dennis and Arlene Brubacher**

PROPERTY: 1575 Scotch Line Road, GCT Part Lot 83

ZONE / USE: Agricultural / single detached dwelling, greenhouses, farm equipment sheds, hay storage building, pullet barn, dairy barn and liquid manure storage tank

PROPOSAL: The applicant is requesting permission to reduce the Minimum Distance Separation from the calculated 300 metres to approximately 185 metres between a dairy barn and the Elmira Settlement Boundary in order to permit an addition to the easterly end of the existing barn. The applicant is proposing to construct an approximately 766 square metre addition to the existing dairy barn for additional housing.

**MINOR VARIANCE APPLICATIONS A 14/2024 through A 17/2024 and  
CONSENT APPLICATIONS B 14/2024 through B 20/2024 (Spurline Developments Inc.)**

PROPERTY: 49 and 55 Isabella Street South, St. Jacobs, Plan 1549 Lots 19 and 20

ZONE / USE: Residential R-3 / 49 Isabella Street South – vacant land, 55 Isabella Street South – commercial / storage building

PROPOSAL: The properties are located at the southeast corner of Isabella Street South and Cedar Street West in St. Jacobs and comprise of a total area of 0.15 ha. The applicant is proposing a series of consent and minor variance applications for the purpose of creating four residential lots fronting onto Cedar Street West, of which, each lot would accommodate a four-plex residential building, totalling 16 dwelling units. The proposed consent applications will facilitate the creation of the residential lots and the associated servicing/access easements. The proposed minor variance applications will amend the Residential R-3 zone regulations to accommodate the four-plexes on reduced lot sizes and setbacks, as well as permit two connections of buildings along the respective shared lot lines that would result in constructing two, 8-unit residential buildings. The details of the consent and minor variance applications are as follows:

Consent Applications:

B 14/2024 (Lot 2) – to sever a parcel of land measuring approximately 8.25 metres by 40.23 metres, and containing approximately 332 square metres in area to create a residential lot;

B 15/2024 (Lot 3) – to sever a parcel of land measuring approximately 8.25 metres by 40.23 metres, and containing approximately 332 square metres to create a residential lot;

B 16/2024 (Lot 4) – to sever a parcel measuring approximately 9.18 metres by 40.23 metres, and containing approximately 431 square metres in area to create a residential lot;

The proposed retained lands (Lot 1), adjacent to Isabella Street South, will measure approximately 11.45 metres by 40.23 metres, and contain approximately 461 square metres in area to create a residential lot.

#### Servicing / Access Easements (Consent) Applications:

B 17/2024 (easement Lot 1) – to grant a servicing / access easement, in favour of Lots 2, 3, and 4, containing an approximate total area of 291 square metres for pedestrian, vehicle and stormwater purposes;

B 18/2024 (easement Lot 2) – to grant a servicing / access easement, in favour of Lots 1, 3, and 4, containing an approximate total area of 181 square metres for pedestrian, vehicle and stormwater purposes;

B 19/2024 (easement Lot 3) – to grant a servicing / access easement, in favour of Lots 1, 2, and 4, containing an approximate total area of 181 square metres for pedestrian, vehicle and stormwater purposes; and

B 20/2024 (easement Lot 4) – to grant a servicing / access easement, in favour of Lots 1, 2, and 3, containing an approximate total area of 254 square metres for pedestrian, vehicle and stormwater purposes.

#### Minor Variance Applications:

##### A14/2024 (Lot 1)

- Reduced lot area of approximately 461 square metres whereas 465 square metres is required;
- Reduced lot width of approximately 11.45 metres whereas 18 metres is required for a corner lot;
- Reduced interior side yard setback (easterly side) from 1.2 metres to 0 metres; and
- Reduced building line setback adjacent to Cedar Street from 6 metres to approximately 4.49 metres.

##### A15/2024 (Lot 2)

- Reduced lot area of approximately 332 square metres whereas 465 square metres is required;
- Reduced lot width of approximately 8.25 metres whereas 15 metres is required;
- Reduced interior side yard setback (westerly side) from 1.2 metres to 0 metres; and
- Reduced building line setback adjacent to Cedar Street from 6 metres to approximately 4.49 metres.

##### A16/2024 (Lot 3)

- Reduced lot area of approximately 332 square metres whereas 465 square metres is required;
- Reduced lot width of approximately 8.25 metres whereas 15 metres is required;
- Reduced interior side yard setback (easterly side) from 1.2 metres to 0 metres; and
- Reduced building line setback adjacent to Cedar Street from 6 metres to approximately 2.9 metres.

##### A17/2024 (Lot 4)

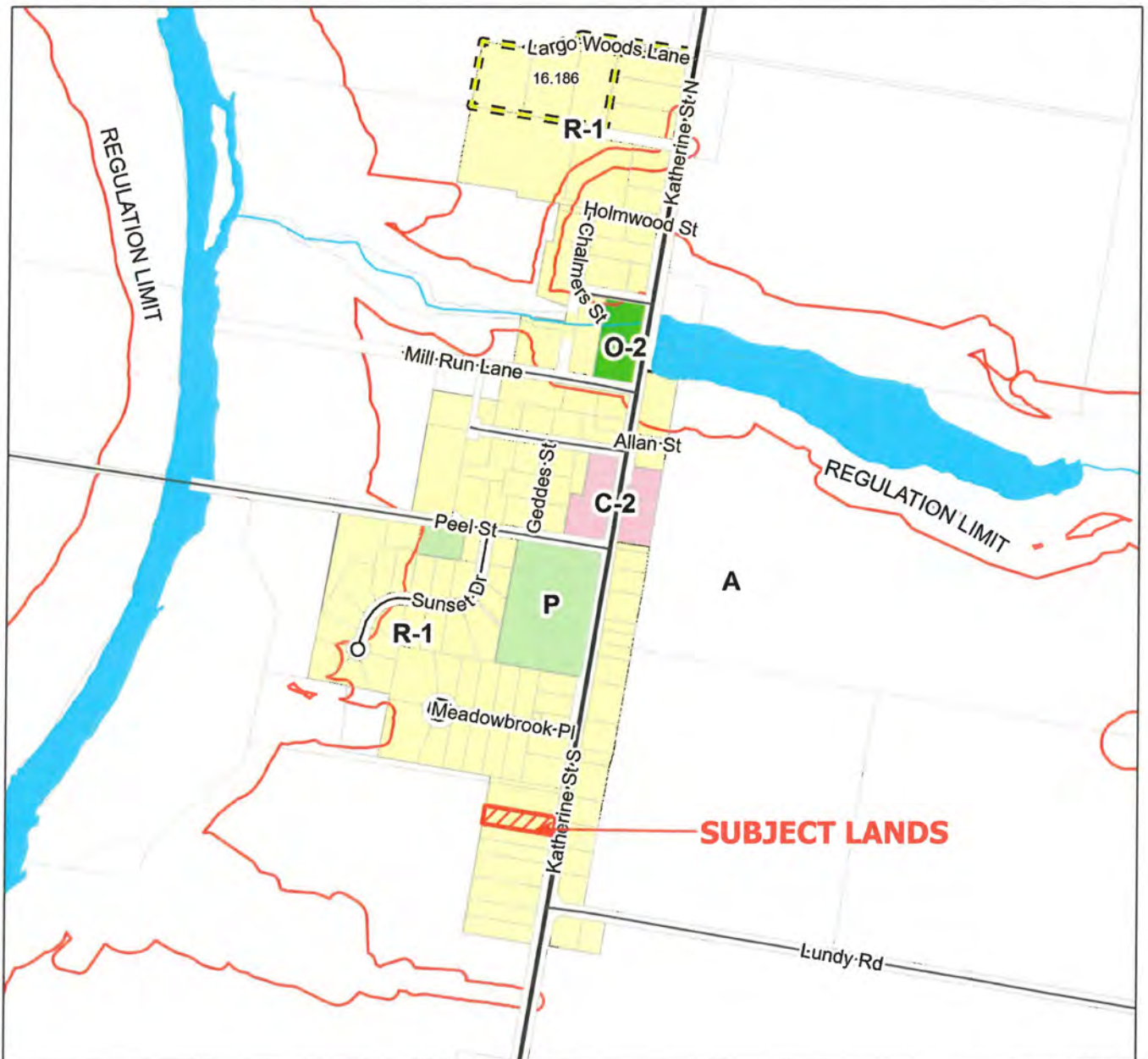
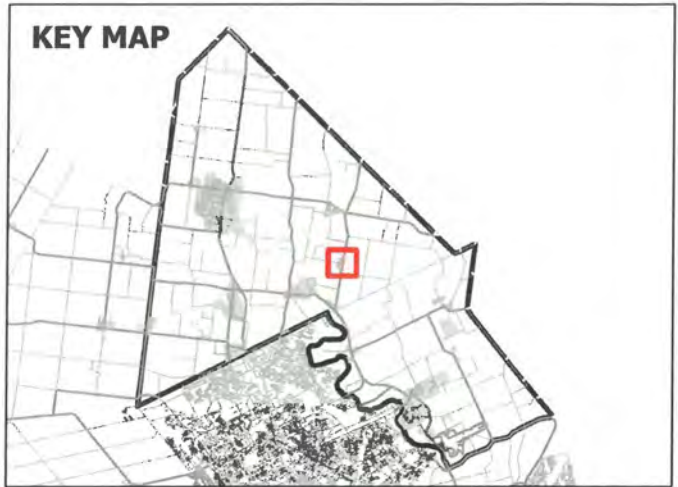
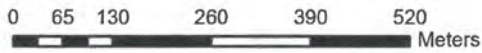
- Reduced lot area of approximately 431 square metres whereas 465 square metres is required;
- Reduced lot width of approximately 9.18 metres whereas 15 metres is required;
- Reduced interior side yard setback (westerly side) from 1.2 metres to 0 metres; and
- Reduced building line setback adjacent to Cedar Street from 6 metres to approximately 2.9 metres.

All of the lots will front onto Cedar Street West and will be connected to full municipal services. Shared access to the properties will be from Isabella Street South.

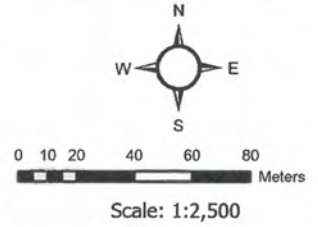
**MAP 1 - Zoning**  
**File Number: A 18/2024**  
**Location: 72 Katherine Street**  
**South**



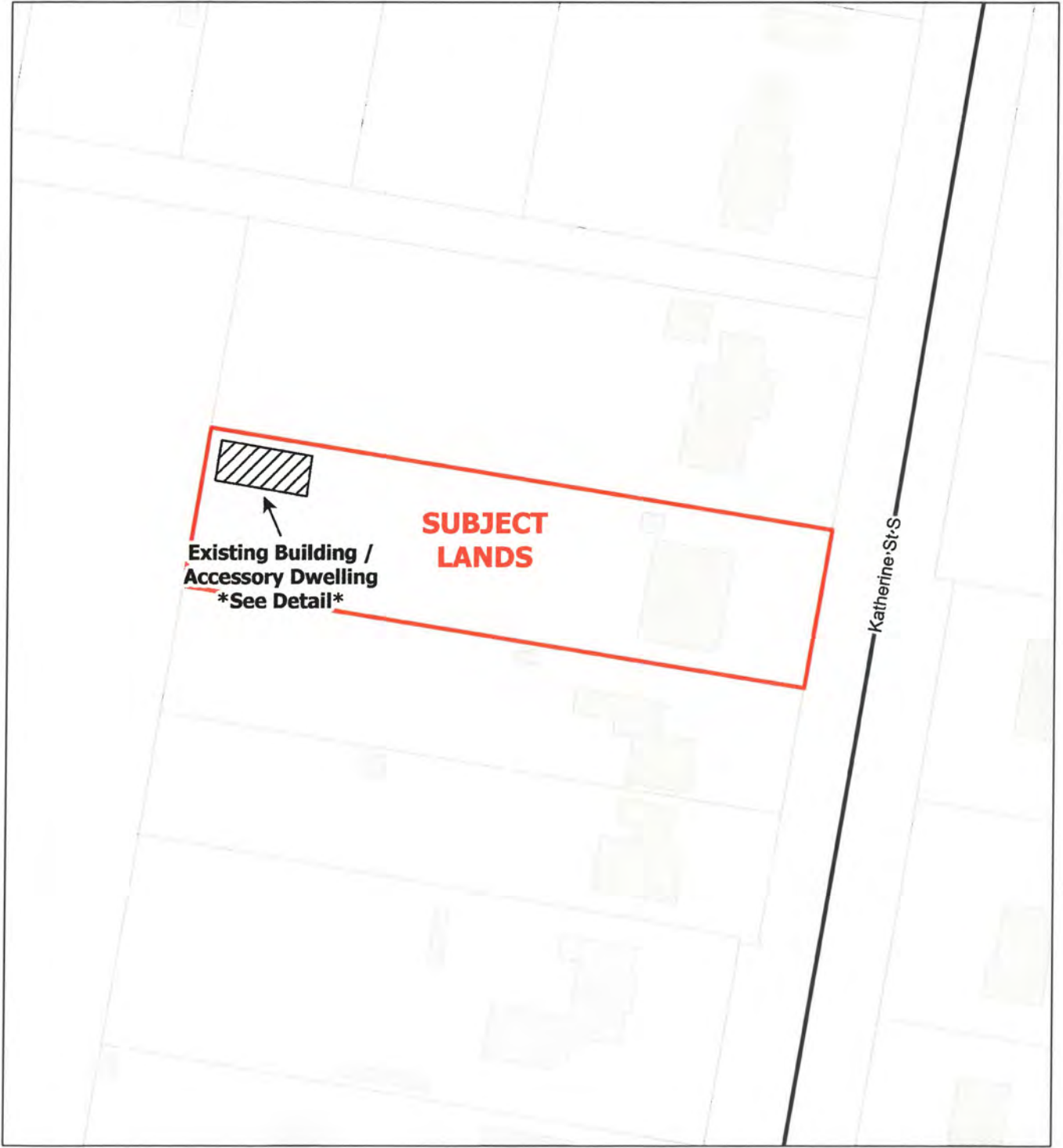
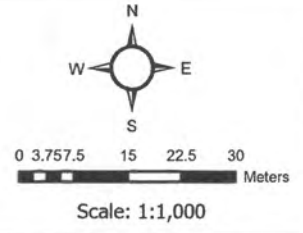
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**MAP 2 - Aerial Photo**  
**File Number: A 18/2024**  
**Location: 72 Katherine St S, Winterbourne**



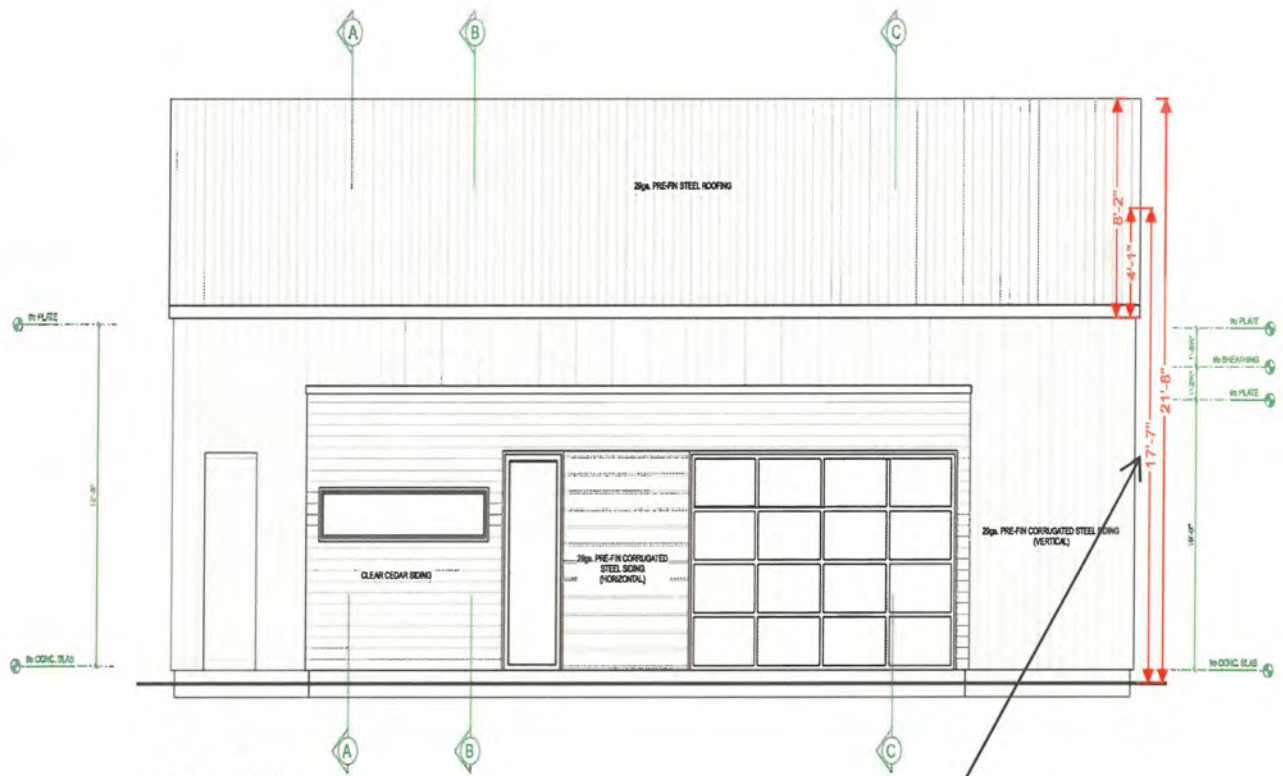
**MAP 3 - Conceptual Site Plan**  
**File Number: A 18/2024**  
**Location: 72 Katherine St S, Winterbourne**



# DETAIL

File Number: A 18/2024

Location: 72 Katherine St S, Winterbourne



## LEFT ELEVATION

SCALE: 1/4" = 1'-0"

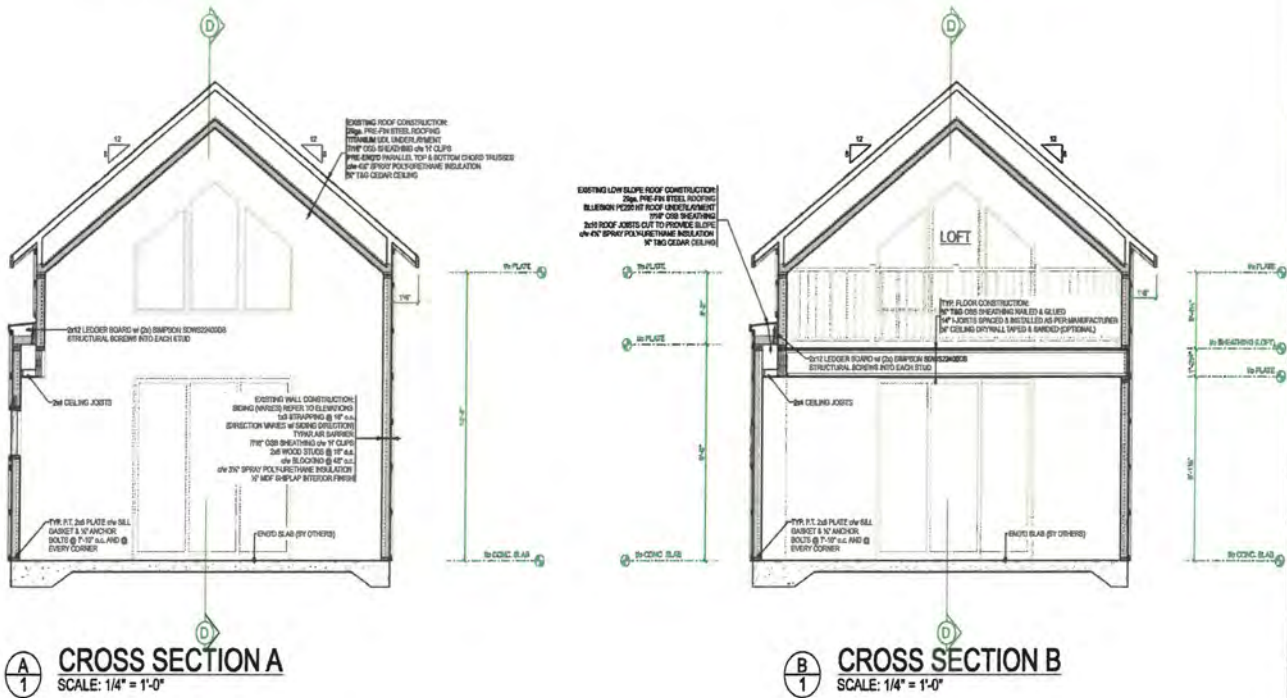
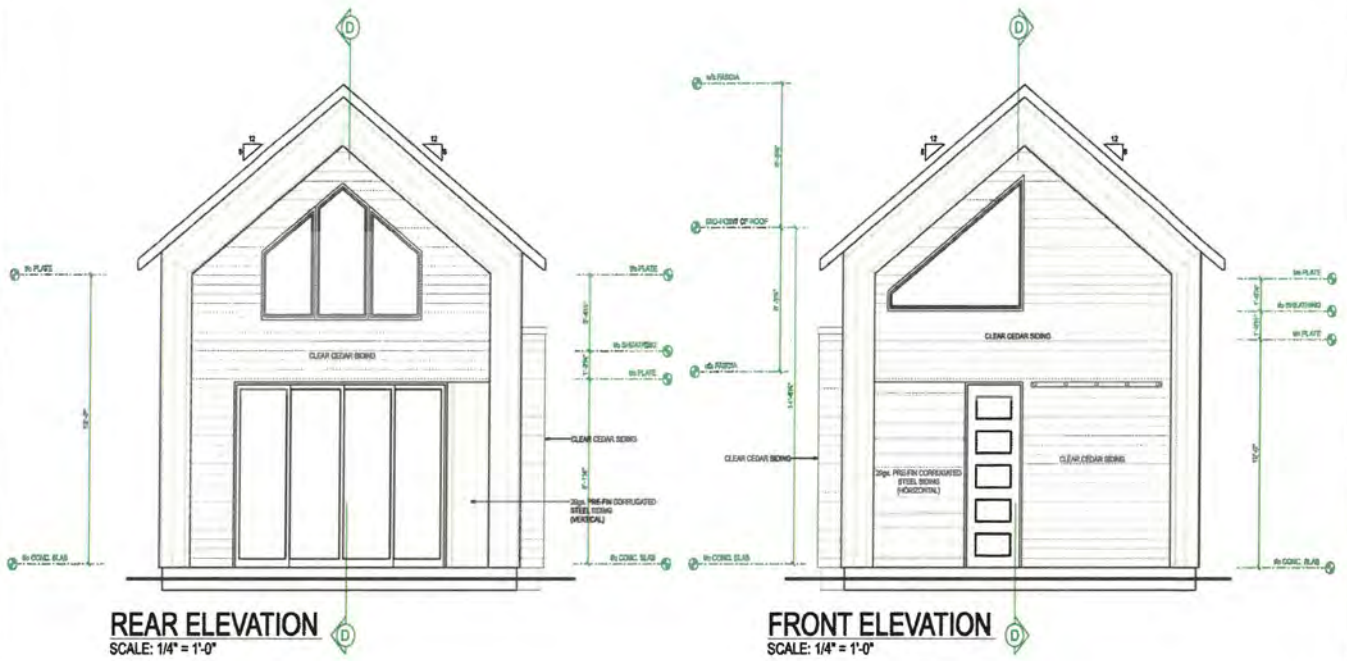
INCREASED BUILDING HEIGHT TO APPROXIMATLEY 5.36 METRES



# DETAIL

File Number: A 18/2024

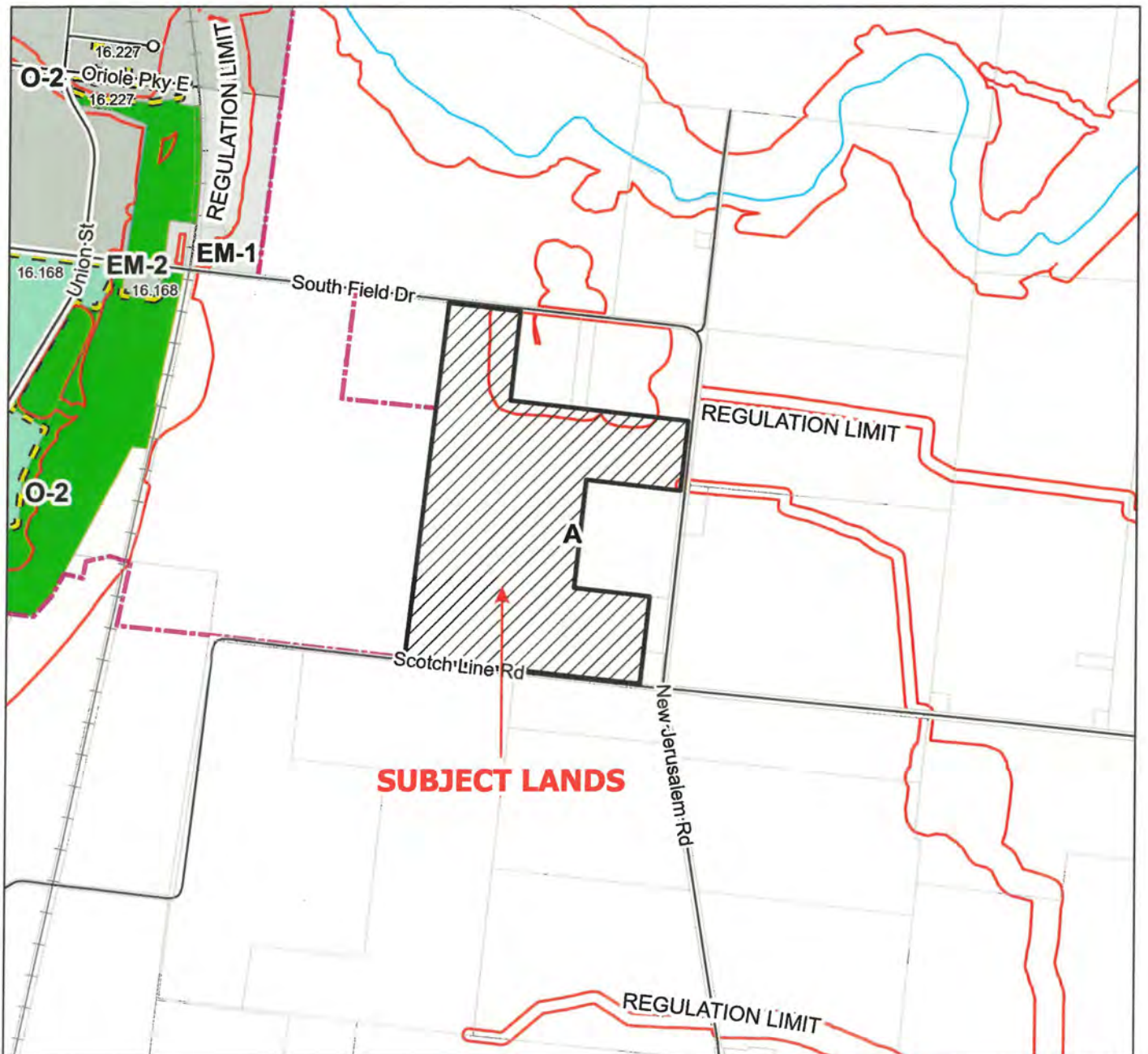
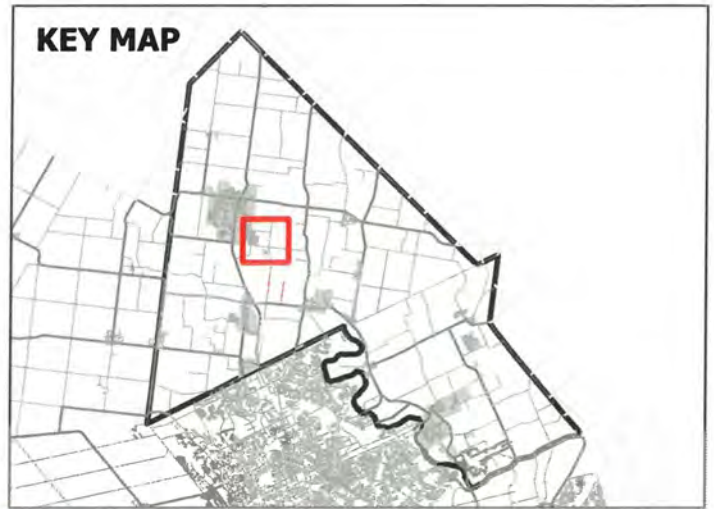
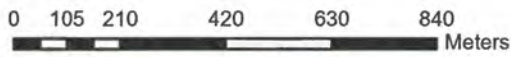
Location: 72 Katherine St S, Winterbourne



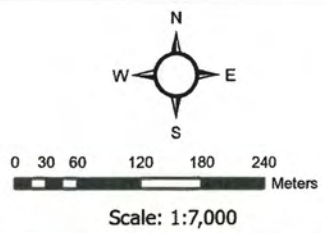
**MAP 1 - Zoning**  
**File Number: A 19/2024**  
**Location: 1575 Scotch Line Road**



Scale: 1:15,000

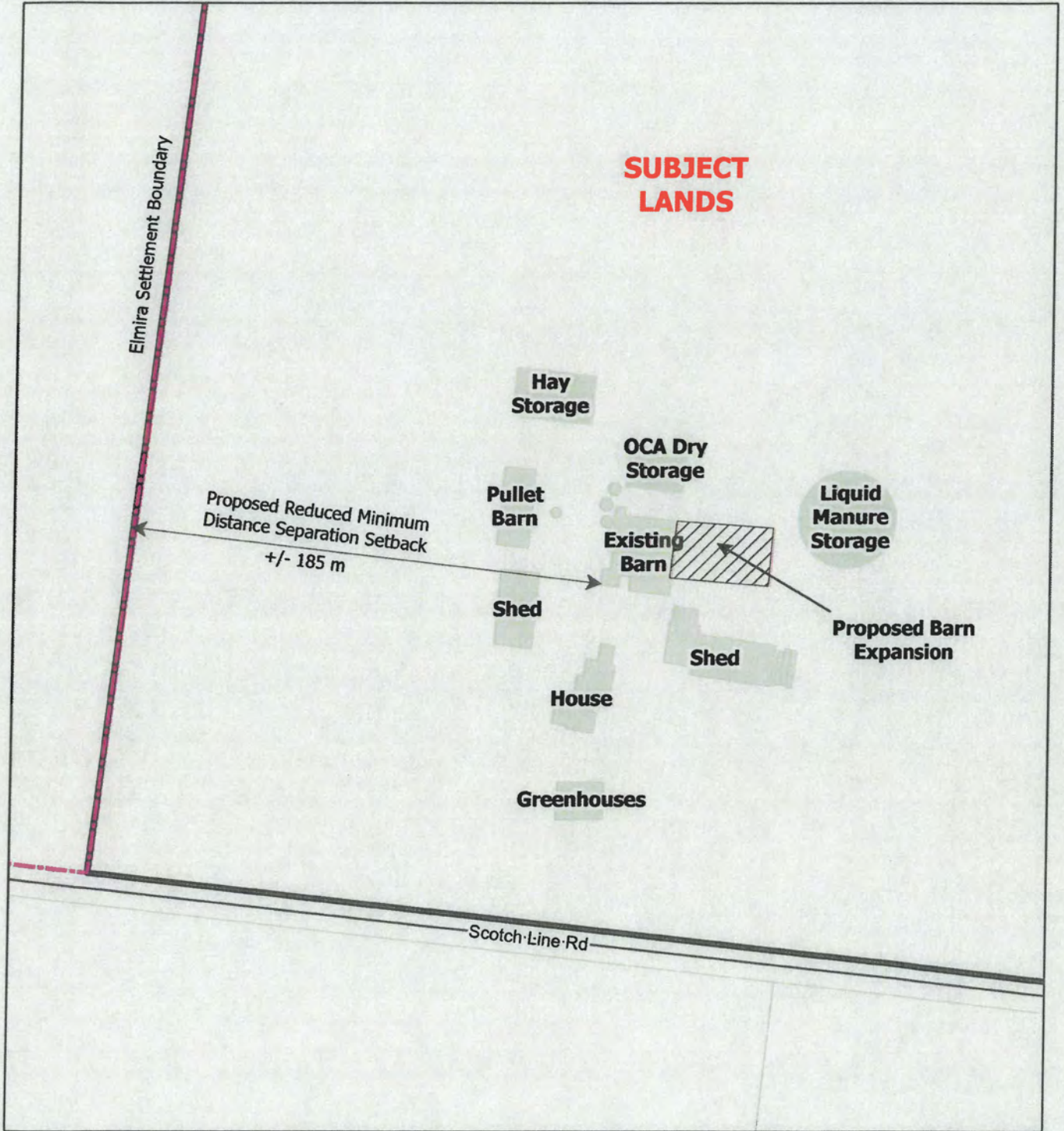
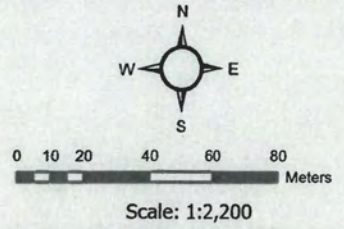


**MAP 2 - Aerial Photo**  
**File Number: A 19/2024**  
**Location: 1575 Scotch Line Road**



First Base Solutions

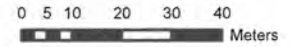
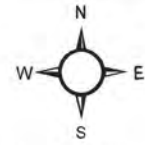
**MAP 3 - Conceptual Site Plan**  
**File Number: A 19/2024**  
**Location: 1575 Scotch Line Road**



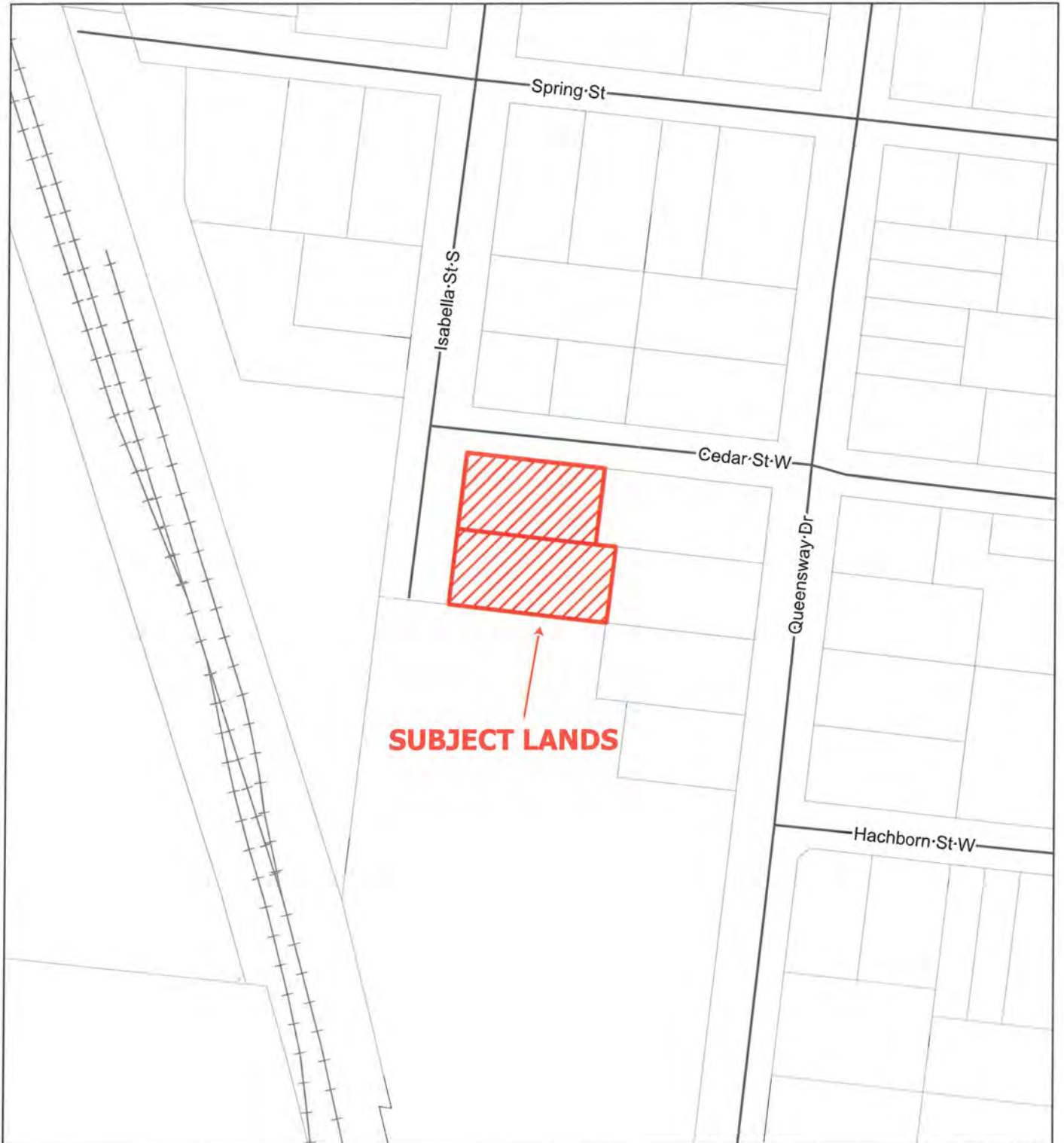
**Location Map**

**File Number: Minor Variances A 14 - 17/2024 Consent Applications B 14 - 20/2024**

**LOCATION: 49 and 55 Isabella Street South, St. Jacobs**



Scale: 1:1,500

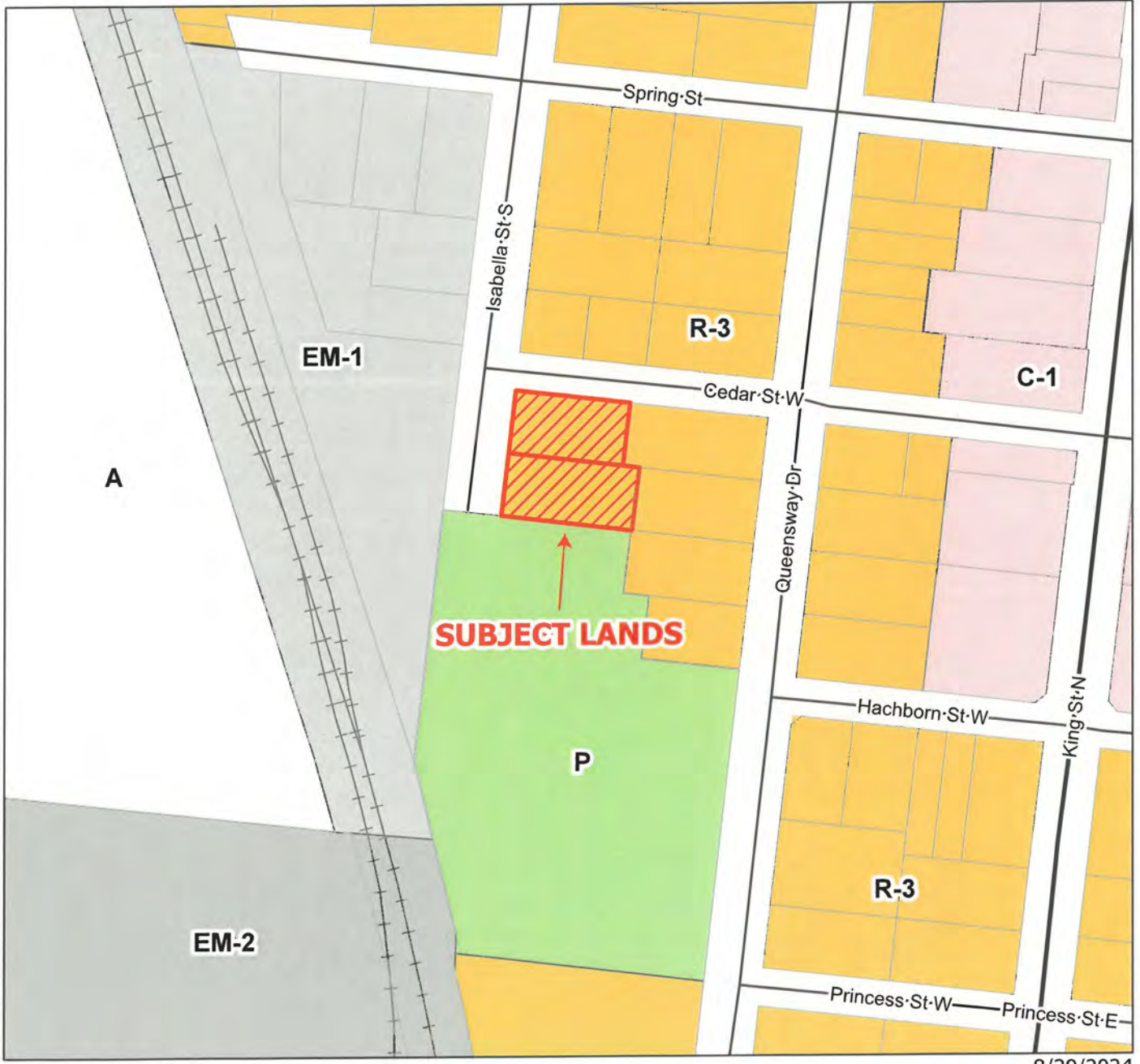


**MAP 1 - Zoning**  
**File Number: Minor Variances**  
**A 14 - 17/2024**  
**Consent Applications B 14 - 20/2024**

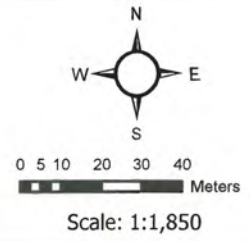
**LOCATION: 49 and 55 Isabella Street South, St. Jacobs**



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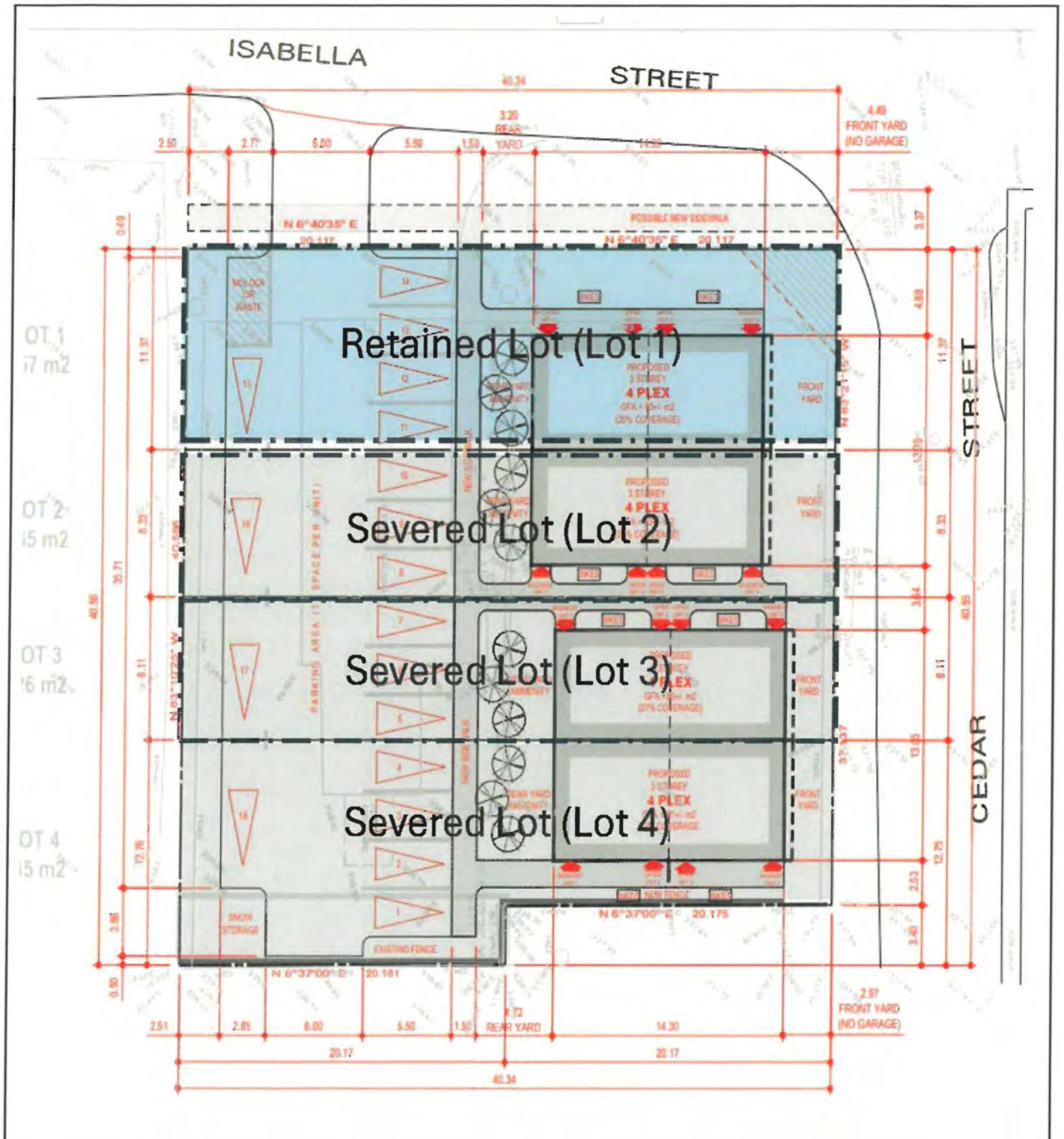


**MAP 2 - Aerial Photo**  
**File Number: Minor Variances A 14 - 17/2024**  
**Consent Applications B 14 - 20/2024**  
**LOCATION: 49 and 55 Isabella Street South,**  
**St. Jacobs**



8/29/2024

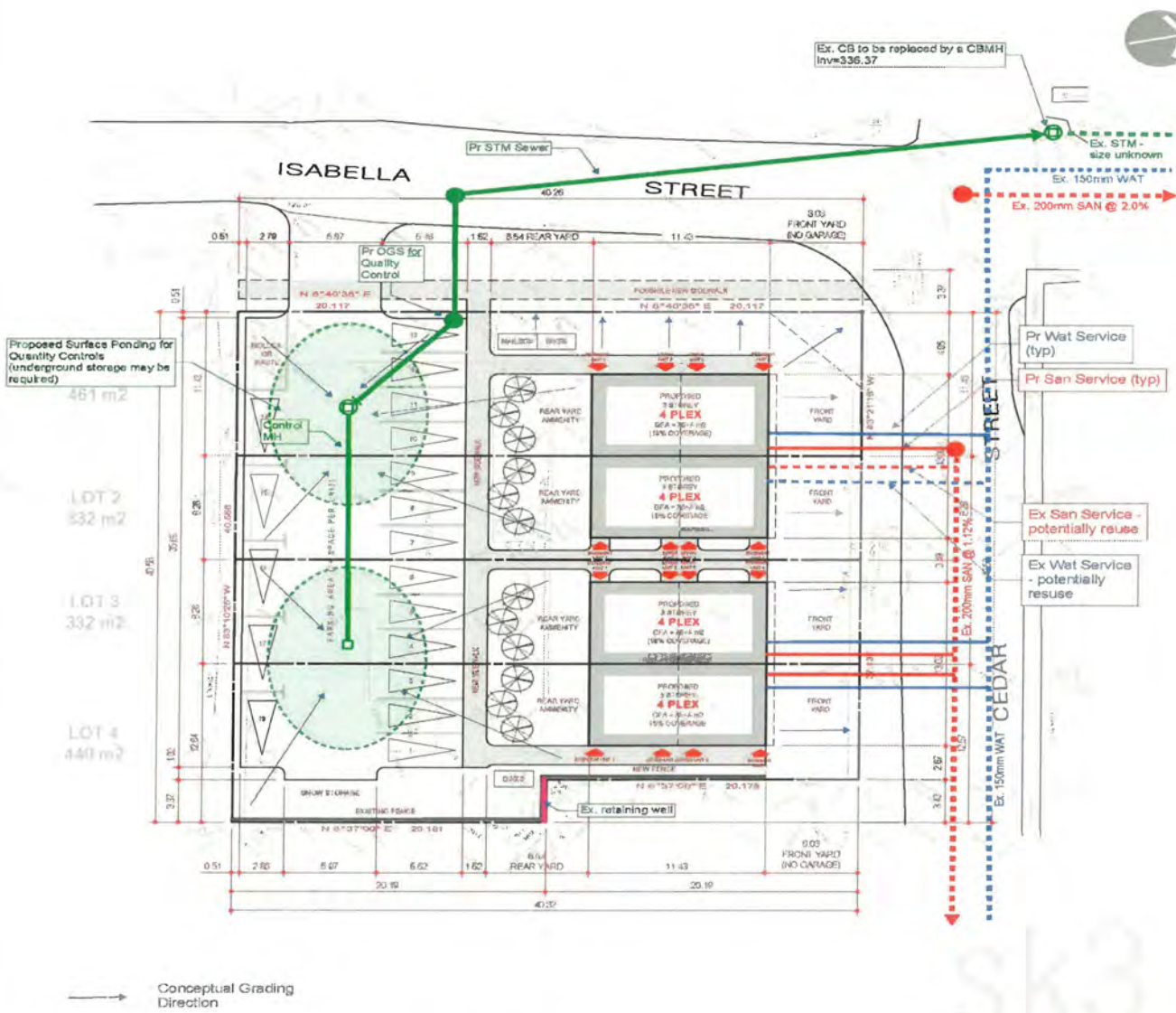
**MAP 3 - Conceptual Severance Plan**  
**File Number: A 14 - 17 /2024 and B 14 - 20/2024**  
**Location: 49 and 55 Isabella Street South, St. Jacobs**





# MAP 4 - Conceptual Grading and Servicing Plan

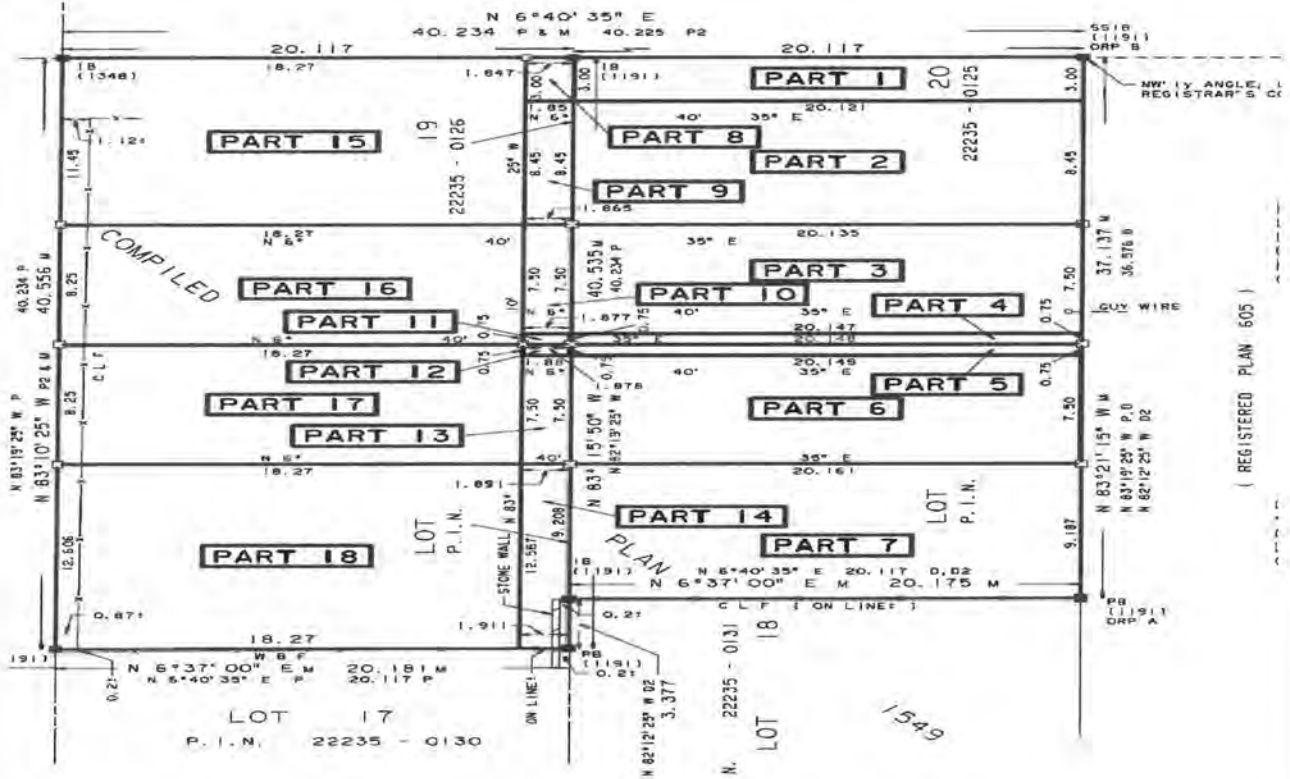
File Number: A 14 - 17 /2024 and B 14 - 20/2024  
 Location: 49 and 55 Isabella Street South, St. Jacobs



DRAWING: <b>Conceptual Grading and Servicing</b>		
DRAWN BY: MS	CHECKED BY: BRE	SCALE: NTS
FILE NAME:	DATE: May 9, 2024	Figure 1

**MERITECH**  
 engineering  
 1315 Riprap Street North, Suite 202 Cambridge  
 T 519.623.1140 F 519.623.7394 www.meritech.ca

**MAP 5 - Conceptual Easement Plan**  
**File Number: A 14 - 17 /2024 and B 14 - 20/2024**  
**Location: 49 and 55 Isabella Street South, St. Jacobs**



PART	AREA(m2)	Lot	Easement
1	60.4	1	Pedestrian, Bike Parking, Mail access
2	170.1	1	NA
3	151.1	2	
4	15.1	2	Pedestrian
5	15.1	3	Pedestrian
6	151.2	3	
7	185.5	4	
8	5.6	1	Pedestrian
9	15.71	1	Pedestrian
10	14.0	2	
11	1.4	2	Pedestrian
12	1.4	3	Pedestrian
13	14.1	3	Pedestrian
14	23.9	4	Pedestrian
15	209.2	1	Pedestrian, Parking, Stormwater
16	150.7	2	Pedestrian, Parking, Stormwater
17	150.7	3	Pedestrian, Parking, Stormwater
18	230.1	4	Pedestrian, Parking, Stormwater

**MAP 6 - Conceptual Building Renderings**  
**File Number: A 14 - 17 /2024 and B 14 - 20/2024**  
**Location: 49 and 55 Isabella Street South, St. Jacobs**

Conceptual Renderings (for discussion)

