



**NOTICE OF APPLICATION &
PUBLIC MEETING**
pursuant to Section 17
of the *Planning Act*, R.S.O. 1990, as amended

MUNICIPALLY-INITIATED HOUSEKEEPING OFFICIAL PLAN AMENDMENT

Purpose and Effect

The purpose of the proposed housekeeping amendment is to implement updates to policy direction for Additional Residential Units (ARUs). More specifically, the housekeeping amendment would bring the Southwest Middlesex Official Plan into conformity with the County of Middlesex Official Plan by establishing implementation guidelines to support the integration of ARUs in settlement areas and in agricultural areas.

The amendment documents are attached

Description and Location of Subject Lands

The policies of this Official Plan Amendment would apply generally to the entirety of the Municipality of Southwest Middlesex, unless specified to the contrary.

Hybrid Planning Act Public Meeting

A hybrid (in person and electronic) statutory public meeting has been scheduled on **Wednesday June 17th, 2026 at 6:00 p.m.**

The Public Meeting will be **live-streamed** at the Municipality's YouTube Channel beginning at 6:00 pm on the date indicated above.

Members of the public wishing to comment on the application are encouraged to provide written submissions to the Clerk by e-mail clerk@southwestmiddlesex.ca or by mail 153 McKellar Street, Glencoe ON N0L 1M0 by **noon on Tuesday June 16th, 2026** before the meeting in order to provide comment/oral submissions as a Delegate during the Oral Submissions of Delegates (Part D) part of the meeting. Written submissions must include your full name, address, and an email or telephone number at which you can be reached. Written submissions must also indicate if you wish to make oral submissions at the meeting.

The Clerk will contact all persons who indicate in their written submissions that they intend make oral submissions at the meeting to provide electronic access instructions.

Submissions during the Oral Submissions of Delegates (Part D) part of the meeting are encouraged whenever possible.

Members of the public making electronic or in person oral submissions will be required to verify their name and address in order to access the meeting. By submitting your name and address, you are representing and warranting to Council or the Committee of Adjustment that such is your true and accurate identity and Council/Committee of Adjustment is relying on that submission. Any false or misleading statements may result in civil or criminal penalties.

Members of the public who do not have access to a computer are asked to call the Municipality at 519-287-2015 by **noon on Tuesday June 16th, 2026** before the meeting for assistance. Questions about Electronic Planning Act Public Meeting protocol may be directed to the Clerk by email clerk@southwestmiddlesex.ca or telephone at 519-287-2015.

OTHER PLANNING ACT APPLICATIONS

None.

OTHER INFORMATION

If you wish to be notified of the decision of County of Middlesex on the proposed official plan amendment, you **MUST** make a written request to the County of Middlesex, Planning Department, 399 Ridout Street North, London Ontario, N6A 2P1

If a person or public body would otherwise have an ability to appeal the decision of the Council of the County of Middlesex to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Southwest Middlesex before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

For more information about this matter, including appeal rights, contact Abby Heddle-Jacobs, Senior Planner, at 519-930-1014 or at aheddle@middlesex.ca.

WRITTEN COMMENTS may be submitted to the Clerk/ Secretary-Treasurer prior to the meeting. Requests for copies of the decision of Council or notice of adjournment of hearing, if any, must be in writing and addressed to the Clerk / Secretary-Treasurer.

DATED AT GLENCOE, ONTARIO this 26th day of May, 2026.

Colleen Kelly
Acting Clerk
Secretary-Treasurer Committee of Adjustment
Municipality of Southwest Middlesex
Telephone: (519) 287-2015
Fax: (519) 287-2359
Email: clerk@southwestmiddlesex.ca

AMENDMENT NO. 7

to the

Southwest Middlesex Official Plan

Subject: Municipally Initiated Official Plan Amendment

June 17th, 2026

The Corporation of the Municipality of Southwest Middlesex

By-law 2026/##

Being a by-law to amend the Official Plan for the Municipality of Southwest Middlesex

Whereas the Council of the Municipality of Southwest Middlesex deems it advisable to amend the Southwest Middlesex Official Plan;

And Whereas this amendment is consistent with the Provincial Planning Statement, 2024, and is in conformity with the County of Middlesex Official Plan;

Now Therefore, the Council of the Municipality of Southwest Middlesex, in accordance with Section 17 of the *Planning Act, R.S.O. 1990, c.P.13*, hereby enacts as follows:

1. **That** Amendment Number 7 to the Official Plan of the Municipality of Southwest Middlesex, consisting of the attached document is hereby adopted.
2. **That** the Clerk is hereby authorized and directed to make application to the County of Middlesex for approval of the aforementioned Amendment Number 7 to the Official Plan for the Municipality of Southwest Middlesex.
3. **That** Amendment Number 7 shall not come into force and effect until it has been approved in accordance with the *Planning Act, R.S.O. 1990, c.P.13*.
4. **THAT** this By-law shall come into force and take effect on the day of the final passing thereof.

Read a first, second, third and final time this ____ day of _____, 2026.

Allan Mayhew, Mayor

Colleen Kelly, Clerk

By signing this by-law on _____, _____, 2026, Mayor Mayhew has granted approval and will not exercise the power to veto this by-law under Strong Mayor Powers.

AMENDMENT NO. 7
to the
Official Plan for the Municipality of Southwest Middlesex

Part 1 – **The Preamble** – does not constitute part of this Amendment

Part 2 – **The Amendment** – text constitutes Amendment No. 7

DRAFT

AMENDMENT NO. 7
to the
Official Plan for the Municipality of Southwest Middlesex

Part 1 - The Preamble

1.0 Purpose of this Amendment

The purpose and effect of the Application for Official Plan Amendment (OPA 7) is to implement updates to policy direction for Additional Residential Units (ARUs). More specifically, the housekeeping amendment would bring the Southwest Middlesex Official Plan into conformity with the County of Middlesex Official Plan by establishing implementation guidelines to support the integration of ARUs in settlement areas and in agricultural areas.

2.0 Location of this Amendment

This Amendment applies generally to the entirety of the Municipality of Southwest Middlesex, unless specified to the contrary.

3.0 Basis of this Amendment

Section 26(9) of the Planning Act requires that, no more than three years after an updated Official Plan comes into effect, Council shall amend all zoning by-laws in effect to ensure conformity with the Official Plan. Following approval of the Municipality's updated Official Plan in October 2023 and adoption of the updated County of Middlesex Official Plan, the Municipality is required to undertake a comprehensive zoning by-law review to ensure conformity with both Official Plans and consistency with the Provincial Planning Statement.

The County of Middlesex recently adopted Official Plan Amendment No. 4, which was largely a conformity exercise with the Provincial Planning Statement (PPS), and introduced updated policy direction for Additional Residential Units. To ensure continued alignment with the County Official Plan, this housekeeping amendment would reflect the changes implemented by way of Amendment No. 4 and establish the policy framework for implementation in the Municipality's Zoning By-law.

Part 2 - The Amendment

The Official Plan for the Municipality of Southwest Middlesex is hereby amended as follows:

1. **That** Section 2.5.11 being 'Additional Residential Units' is hereby amended by deleting the Section in its' entirety and replacing it with the following:
 - 1) Additional Residential Units (ARUs) shall be permitted in Settlement Areas as follows:
 - a) One (1) ARU may be permitted within a detached accessory building or structure and up to two (2) ARUs may be permitted within the principal dwelling provided that the total number of ARUs on the parcel does not exceed two. Additional Residential Units within a detached accessory building or structure shall not be permitted to be severed from the principal dwelling.
 - b) The Municipality's Comprehensive Zoning By-law shall include provisions to address the following matters:
 - The provision of adequate access, including emergency access;
 - Confirmation of adequate water and wastewater;
 - That the additional residential unit(s) be clearly subordinate in scale and function to the principal dwelling; and,
 - That ARUs shall not be permitted within hazard lands as defined and regulated by conservation authorities, or on a portion of a lot that does not meet provincial access standards.
 - 2) Garden suites, granny flats, and mobile homes are considered temporary uses and shall be evaluated as such.
 - 2) Where a residential dwelling is permitted on a lot outside of Settlement Areas, up to two Additional Residential Units (ARUs) shall be permitted in accordance with the following:
 - a) A maximum of two ARUs may be permitted on a lot outside of settlement areas, provided the lot is zoned to allow residential uses. These may consist of either two ARUs within or attached to the principal dwelling, or one ARU within or attached to the principal dwelling and one located in an accessory building;

- b) To mitigate potential impacts on surrounding agricultural operations and to minimize the amount of land removed from agricultural production, an ARU located in an accessory building shall be clearly secondary and subordinate to the principal dwelling, and situated no more than 30 metres (98 feet) from the principal dwelling. The floor area of an ARU in an accessory building shall be based on the size of the principal dwelling as follows:
- Where the principal dwelling has a ground floor area of 1500 square feet (139 m²) or less, the ARU shall not exceed 75% of the gross floor area of the principal dwelling.
 - Where the principal dwelling has a ground floor area greater than 1500 square feet (139 m²), the ARU shall not exceed 75% of the gross floor area of the principal dwelling, to a maximum of 1,300 square feet (120 m²), whichever is less.
- c) An ARU in an accessory building shall be located in a rear or interior side yard and shall be located within the established residential area on the lot that is generally comprised of the principal dwelling and accessory structures, outdoor amenity space, the driveway and on-site services.
- d) An ARU shall use the same driveway as the principal dwelling and sufficient parking areas for occupant use and emergency services shall be provided.
- e) Where a temporary use by-law exists to authorize two single detached dwellings on a property for a specified period of time, applications to convert the older dwelling to an ARU will not be permitted.
- f) The conversion of a principal dwelling on a lot to an ARU as a means to construct a larger dwelling on the lot shall only be permitted subject to the following criteria:
- The existing dwelling shall have a ground floor area not exceeding 1500 square feet (140 square metres) at the time of application;
 - A new principal dwelling may be constructed on the same lot, provided that its gross floor area does not exceed 200 percent of the ground floor area of the existing dwelling to be converted to an ARU;

- The proposal shall demonstrate that the existing dwelling is capable of being converted to an ARU in compliance with the Building Code, Fire Code and all other Provincial, County, and Municipal standards; and
 - All other applicable policies of this Plan relating to location, servicing, access, and compatibility shall continue to apply.
- g) Where a dwelling is proposed to be severed from an agricultural lot as a surplus farm dwelling, any associated ARU(s), and related services shall be fully contained on the proposed lot with the surplus farm dwelling.
- h) The colocation of water and wastewater services is preferred. Where colocation of services is not feasible, a nitrate study from a qualified professional shall be submitted to confirm nitrate levels from the second system will not exceed acceptable levels, in accordance with provincial guidelines. A well and septic evaluation from a qualified professional shall be required to demonstrate that the on-site water supply and septic system are adequate to serve the ARU, to the satisfaction of the municipality.
- i) An ARU shall meet Minimum Distance Separation (MDS) I requirements and, to the extent feasible, should not be located closer to a neighbouring livestock operation than the existing principal dwelling unit.
- j) ARUs shall generally not be permitted where a lot or dwelling already contains other accessory residential dwellings (garden suites) and/or uses, including: a group home, boarding or lodging house; or a home occupation that is characterized by higher occupancy, such as a bed and breakfast, a farm vacation, short term rental, or other similar use. Notwithstanding this, ARUs shall be permitted on a lot in addition to farm worker housing.
- k) An ARU shall not be permitted within hazard lands as defined and regulated by the Conservation Authorities, or on a portion of a lot that does not meet provincial access standards.