



**MUNICIPALITY OF SOUTH WEST MIDDLESEX  
COMMITTEE AGENDA**

WEDNESDAY, AUGUST 26, 2020 7:00 PM  
Via. Electronic Participation

## **COMMITTEE OF ADJUSTMENT MINUTES**

### **SOUTHWEST MIDDLESEX COMMITTEE OF ADJUSTMENT MINUTES**

**Meeting can be viewed live at:**

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88l4A>

#### **MEMBERS PRESENT:**

Allan Mayhew (Chair presiding), Marigay Wilkins, Doug Bartlett, Ian Carruthers, Christa Cowell, Mark McGill, Mike Sholdice, Martin Vink

#### **STAFF PRESENT:**

CAO/Clerk - Jill Bellchamber-Glazier, Public Works Manager – Greg Storms, Treasurer – Kristen McGill, Planner- Stephanie Poirier

#### **ALSO PRESENT:**

Members of the public and press

### **1. CALL TO ORDER**

Chairperson Mayhew calls the meeting to order at 7:22 p.m.

Mayor Mayhew noted that the meeting is being held as a virtual meeting due to the declared emergency, in order to help stop the spread of COVID-19.

Mayor Mayhew confirmed that the meeting will be recorded and streamed live and published in accordance with council's Electronic Recording of Meetings Policy.

**2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None declared

**3. DELEGATIONS AND PRESENTATIONS**

None.

**4. COMMITTEE OF ADJUSTMENT**

**6.1. Severance Application B5/2020**

Chair Mayhew calls the Public Meeting for B05-2020 –196 McKellar Street, Jose Sousa to order at 7:24 p.m.

Announcement of Chair:

The purpose of this meeting is to give the public an opportunity to hear all interested persons with respect to a **Severance Application by Jose Sousa** and for Southwest Middlesex Committee of Adjustment to consider the proposal.

The purpose and effect is to sever a residential lot with a frontage of approximately 20 m (66 ft) on Elizabeth Street and an area of approximately 506 m<sup>2</sup> (0.125 acres) from a property known as 195 McKellar Street.

The Planner presented the staff report and recommendation and comments received from circulated agencies and the public.

The Chair invited the applicant to speak to the application. The applicant was not present.

The Chair invited members of the public forward who registered to speak in support or against the application. No members of the public registered to speak to the application.

The Chair asked the Secretary to read any written submissions made prior to the meeting. There were no written submissions.

The Chair recessed the meeting at 7:35 p.m. to allow comments from the public related the application to come forward.

The Chair resumed the meeting at 7:40 p.m. and there were no further comments.

Chair Mayhew declares the Public Meeting for B05-2020 (Jose Sousa) closed.

The Chair will now consider motions regarding the application.

### **Severance Application B05/2020**

#2020-COA-016

Moved by Councillor Carruthers

Seconded by Councillor Bartlett

**THAT** Application for Consent B5-2020, submitted under Section 53 of the Planning Act, which proposes to sever a residential lot with a frontage of approximately 20 m (66 ft) on Elizabeth Street and an area of approximately 506 m<sup>2</sup> (0.125 acres) from a property legally described as Plan 292, Block O, Part Lot 6 & 7, Municipality of Southwest Middlesex (Glencoe) be **GRANTED** subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within one year of the date of notice of the decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of consent has been fulfilled.
2. That the owners' Solicitor submits an undertaking in a form satisfactory to the Secretary-Treasurer of the Committee of Adjustment to register an electronic transfer of title exactly consistent with the Acknowledgement and Direction executed by the applicants and the decision of the Committee of Adjustment.
3. That the taxes on the subject property are paid in full.
4. That the accessory structure located on the lands to be severed be demolished to the satisfaction of the Municipality.
5. That an entrance permit associated with the establishment of a driveway for the lands to be retained be obtain and the works be completed to the satisfaction of the Municipality.

6. That the owner install separate water and sanitary service connections to the severed parcel prior to consent being granted to the satisfaction of the Municipality.
7. The owner provide a lot grading drawing, stamped by a professional engineer and OLS, to the satisfaction of the municipality.
8. That the owner provide 5% in cash-in-lieu of parkland dedication for the severed lot of Consent B5-2020, to the satisfaction of the municipality.
9. That a preliminary survey showing the lot proposed to be severed, and retained lands with the location of the existing single dwelling unit, the location of the new proposed driveway, the % lot coverage, and the setbacks from the interior side lot line, exterior side lot line, front lot line, and rear lot line be submitted to the Municipality for review and that a Minor Variance application be obtained if necessary, to the satisfaction of the municipality.
10. That two copies of the reference plan are submitted to the satisfaction of the Municipality.
11. That a preliminary survey showing the lands being severed, be submitted to the satisfaction of the Municipality prior to being deposited at the Land Registry Office.

### **Reasons**

Consistency with the Planning Act Section 51(24) would be maintained;  
Consistency with the Provincial Policy Statement would be maintained;  
Conformity with the County of Middlesex Official Plan would be maintained;  
Conformity with the Municipality of Southwest Middlesex Zoning By-law and Official Plan would be maintained;

Carried

## **5. MINUTES**

5.1 Southwest Middlesex Committee of Adjustment Minutes – July 22, 2020

#2020- 017

Moved by Councillor Cowell

Seconded by Councillor Sholdice

**THAT** the July 22, 2020 Committee of Adjustment meeting minutes be approved.

Carried

## **6.2 Severance Application B7/2020**

Chair Mayhew calls the Public Meeting for B07-2020 –4317 Parkhouse Drive, Dennis & Susan Sinclair to order at 7:44 p.m.

The purpose of this meeting is to give the public an opportunity to hear all interested persons with respect to a **Severance Application by Susan and Dennis Sinclair** and for Southwest Middlesex Committee of Adjustment to consider the proposal.

The purpose and effect is to which proposes to sever a 1.82 ha (4.5 ac) parcel of land from an agricultural property known municipally as 4317 Parkhouse Drive.

The Planner presented the staff report and recommendation and comments received from circulated agencies and the public.

The Chair invited the applicant to speak to the application. Dennis Sinclair made presentation to council.

The Chair invited committee members to ask questions of the applicant.

The Chair invited members of the public forward who registered to speak in support or against the application. No members of the public registered to speak to the application.

The Chair asked the Secretary to read any written submissions made prior to the meeting. There Secretary read out a written a submission from Elaine Kosemenko and Greg Merlo of 4291 Parkhouse Drive, Glencoe in support of the planner's recommendations related to the application.

The Chair recessed the meeting at 8:19 p.m. to allow comments from the public related the application to come forward.

The Chair resumed the meeting at 8:24 p.m. and there were no further comments.

The Chair invited the applicant to give final remarks.

Chair Mayhew declared the Public Meeting for B7/2020, Sinclair closed.

The Chair will now consider motions regarding the application.

## Severance Application B07/2020

#2020-COA-018

Moved by Deputy Mayor

Seconded by Councillor Sholdice

**THAT** Application for Consent B7-2020, submitted under Section 53 of the Planning Act, which proposes to sever a 1.82 ha (4.5 ac) parcel of land from the property legally described as Range 2 North, West Part Lot 19, (geographic Township of Ekfrid), be **GRANTED** subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within one year of the date of notice of the decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of consent has been fulfilled.
2. That the owners' Solicitor submits an undertaking in a form satisfactory to the Secretary-Treasurer of the Committee of Adjustment to register an electronic transfer of title exactly consistent with the Acknowledgement and Direction executed by the applicants and the decision of the Committee of Adjustment.
3. That the taxes on the subject property are paid in full.
4. That the retained lands be conveyed and transferred to G & M Weber to ensure the consolidation with their farming operation.
5. That the eastern lot line be re-located at the edge of the cultivated agricultural land, and the area be recalculated, in order to keep the cultivated land with the remnant agricultural property, to the satisfaction of the Municipality.
6. That an easement for a private drain running from the existing dwelling to the municipal drain be established on the retained lands in favour of the severed lands for access and maintenance purposes, to the satisfaction of the Municipality.
7. That the agricultural grain bins and silo be removed from the lands to be severed, to the satisfaction of the Municipality.
8. That the owner initiate and assume, if required, all costs associated with the preparation of a revised assessment schedule for all drainage works affected in accordance with the

Drainage Act, as amended, such costs to be paid in full to the Municipality prior to submitting a registered copy of the transfer.

9. That the septic system be re-located on the lands to be severed OR a new septic system be installed on the severed lands, to the satisfaction of the Chief Building Official.
10. That unless replaced, the existing septic system is to be inspected by a qualified septic installer and the inspection report be provided to the Municipality for determination as to any replacement or remedial works that may be required. Confirmation of the location of the existing septic system shall also be provided.
11. That the existing well on the severed lands be decommissioned and the existing dwelling on the severed lands obtain a municipal water connection, to the satisfaction of the Municipality.
12. That the livestock be removed from the barn on the severed lands and be decommissioned for future livestock use OR be demolished, to the satisfaction of the Chief Building Official.
13. That the applicants establish access to the retained agricultural lands, if necessary, to the satisfaction of the Municipality.
14. That a Zoning By-law Amendment that appropriately rezones the severed lot and the retained lot of Consent B7-2020 be in full force and effect.
15. That a preliminary survey showing the lands being severed, including the location of the well and septic system be submitted to the satisfaction of the Municipality prior to being deposited at the Land Registry Office.
16. That two copies of the reference plan are submitted to the satisfaction of the Municipality.

Carried

## **6. FUTURE MEETINGS (subject to change)**

- September 23, 2020 – Planning/Council – 7:00 p.m.

## **7. ADJOURNMENT**

The Chairperson adjourned the meeting at 8:34 p.m.