



**Township of East Garafraxa
Committee of Adjustment Minutes**

**April 8, 2025, 2:00 p.m.
In-Person and Virtual (Hybrid)
065371 Dufferin County Road 3, Unit 2, East Garafraxa ON L9W 7J8**

Committee Members Chair Guy Gardhouse
Present:

Committee Member John Stirk
Committee Member Lenora Banfield
Committee Member Dave Halls
Committee Member Jeremy Zukowski

Staff/Consultants: Jessica Kennedy, Secretary-Treasurer
Peter Avgoustis, CAO
Jennifer Maestre, Township Planning Consultant, Fotenn
Consultants Inc.

1. Meeting Notice

Meeting was held as a hybrid meeting, with in-person and remote participation.

Chair Gardhouse, and Committee Members Stirk, Banfield, and Zukowski were in attendance in-person. Committee Member Halls was in attendance virtually/remotely.

2. Opening of Meeting

Chair Gardhouse called the meeting to order.

3. Approval of Agenda

Moved by: Banfield
Seconded by: Zukowski

BE IT RESOLVED THAT: the Committee approve the agenda as circulated.

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Nothing at this time.

5. Approval of Minutes

Moved by: Stirk
Seconded by: Halls

BE IT RESOLVED THAT: the Committee do hereby adopt the minutes of the March 25, 2025 meeting, as circulated.

CARRIED

6. Statutory Public Hearing(s)

6.1 Minor Variance Application A4-25; 4 Forest Hill Lane

Jennifer Maestre, Fotenn Consultants, Township Planning Consultant was in attendance in-person and went through the powerpoint presentation regarding the application. The property is located at 4 Forest Hill Lane, the purpose of the application is to request to permit an increased maximum lot coverage of 13% for a proposed accessory building and structures (cabana and covered patio), whereas the Township Zoning By-Law permits a maximum lot coverage of 10%.

The property is 0.41 ha/ 1.01 ac, is zoned Estate Residential Exception Thirty One (ER-31) and designated Estate Residential.

Comments were received from the following:

1. **R.J Burnside and Associates Limited, Township Consulting Engineers:** is supportive of the application, however, downspout extensions are not in keeping with the general intent of the subdivision design. The applicant is required to demonstrate the following:
 - Modifying their downspout extension design so they 'pop up' shortly after their front walkway (front 3). Similar comment applies to the downspout directed towards the rear lot line that is 'pops up' shortly after walkway, OR
 - Provide additional information about the drainage pits that is noted on the drawing and subsequently have their engineer sign off that the sizing is sufficient (or provide upgraded soak a way pits).

The applicant meets the four tests for a minor variance as prescribed under Section 45(1) of the Planning Act, therefore, it is recommended that the application be approved with conditions.

6.1.1 Notice of Complete Application and Public Hearing

6.1.2 Planning Consultant Presentation

6.1.3 Planning Report (with Recommendation) dated April 3, 2025

Moved by: Banfield
Seconded by: Halls

BE IT RESOLVED THAT: The Consultant Planning Report dated April 3, 2025 be received;

AND THAT the Committee of Adjustment is satisfied that the proposed variance for property location 4 Forest Hill Lane, Lot 9, Plan 7M-77, Minor Variance Application A4-25, meets Township objectives and the Committee has considered any appropriate comments from agencies and the public, if any;

AND THAT the Committee of Adjustment deems the proposal minor in nature and appropriate for the lands, as well as maintaining the general intent and purpose of the Official Plan and Zoning By-law, and approves the application with the following conditions:

1. The proposed accessory structures under the approval of Application A4-25 shall be in conformity with the design and location of the plans submitted with the application.
2. The owner/applicant shall obtain a building permit application within one year of the final date of appeal of A4-25.
3. The owner/applicant shall submit a grading plan to the satisfaction of the Township's Consulting Engineer, R.J Burnside.
4. The owner/applicant shall satisfy all conditions of the variance no later than one year from the end of the appeal period established under the Planning Act.

CARRIED

7. Adjournment

Moved by: Zukowski
Seconded by: Stirk

BE IT RESOLVED THAT: The Committee do now adjourn to meet again at the call of the Chair.

CARRIED

Chair

Secretary-Treasurer

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