



**Township of Southgate**  
**Minutes of Committee of Adjustment**

March 27, 2024  
9:00 AM  
Electronic Participation

Members Present: Member Barbara Dobreen  
Member Martin Shipston  
Member Jim Ferguson  
Member Monica Singh Soares

Members Absent: Member Brian Milne  
Member Jason Rice  
Member Joan John

Staff Present: Lindsey Green, Clerk  
Elisha Milne, Secretary-Treasurer  
Dina Lundy, CAO  
Victoria Mance, Junior Planner

Others Present: Kristine Loft, Loft Planning

**1. Call to Order**

Chair Dobreen called the meeting to order at 9:01 AM.

**2. Confirmation of Agenda**

**Moved By** Member Ferguson

**Seconded By** Member Shipston

**Be it resolved that** the Committee confirm the agenda as presented.

**Carried**

### **3. Declaration of Pecuniary Interest**

No one declared a pecuniary interest related to any item on the agenda.

### **4. Adoption of Minutes**

**Moved By** Member Singh Soares

**Seconded By** Member Shipston

**Be it resolved that** the Committee approve the minutes from the February 28, 2024, Committee of Adjustment meeting as presented.

**Carried**

### **5. Reports of Municipal Officers**

#### **5.1 Secretary Treasurer Elisha Milne**

##### **5.1.1 PL2024-019 - Standard Conditions Wording for Consent Applications**

**Moved By** Member Ferguson

**Seconded By** Member Shipston

**Be it resolved that** the Committee of Adjustment receive Staff Report PL2024-019 for information; and

**That** the Committee approve the implementation of the Standard Conditions Wording for Consent applications.

**Carried**

### **6. Hearing**

#### **6.1 B1-24 - Paul H Sherk, Con 9 Lot 13 Geographic Township of Proton**

##### **6.1.1 Application and Notice of Public Hearing**

**The Purpose** of application B1-24 is to sever the subject lands into two proposed farm lots as follows:

- 1) Severed lot +-484 meters frontage on Grey Road 14, +-385 meters depth and +-18.5 hectares lot area
- 2) Retained lot +-385 meters frontage on Southgate Road

12, +-523 meters depth along Grey Road 14 and +- 20 hectares lot area.

**The Effect** of proposed consent application B1-24 is to split the subject lands into two farm parcels with less than the minimum lot area required in the Agricultural-1 zone. Notice of rezoning application C4-24 issued separately for a pending public meeting to address minimum lot area required in the zoning bylaw.

#### **6.1.2 Comments Received from Agencies and the Public**

Junior Planner Victoria Mance reviewed comments received from the County of Grey, Enbridge Gas, the Historic Saugeen Metis, and the Southgate Public Works Department. There were no comments received from members of the public.

#### **6.1.3 Applicant or Agent**

The applicant or agent were not in attendance.

#### **6.1.4 Committee Member Questions**

Member Shipston inquired about the Zoning and Official Plan land designation of the parcel and Junior Planner Victoria Mance provided clarification.

Member Singh Soares had questions regarding the entrance requirements and Junior Planner Victoria Mance provided a response.

Chair Dobreen expressed her concerns regarding the proposal and had questions about the provisions of the original approved On Farm Diversified Use Shop and Junior Planner Victoria Mance provided a response.

#### **6.1.5 Comments and Planning Report**

Junior Planner Victoria Mance reviewed the planning report and presented the intent of the proposal to the Committee Members.

### **6.1.6 Members of the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the application.

### **6.1.7 Further Questions from the Committee**

There were no further comments from Members of the Committee.

### **6.1.8 Approval or Refusal**

Chair Dobreen called for a recorded vote on the main motion.

**Moved By** Member Ferguson

**Seconded By** Member Singh Soares

**Be it resolved that** Committee of Adjustment receive Staff Report PL2024-023 for information; and

**That** the application for consent be approved subject to the following conditions:

1. That the existing zoning of the severed and retained parcel be addressed through an application for relief on lot area and any other site and building regulations.
2. The standard conditions regarding parkland dedication, driveway access and similar apply as recommended by other agencies and Township Departments including that all requirements of the Township, financial or otherwise, be addressed to the satisfaction of the Township Staff prior to issuance of a certificate of consent.

**Failed (2 to 2)**

Yay (2): Member Ferguson, Member Singh Soares

Nay (2): Chair Dobreen, Member Shipston

## **6.2 A1-24 - Solomon and Salinda Martin, Con 2 SWTSR Pt Lots 198 to 200 RP 16R9480 Part 2, Geographic Township of Proton**

### **6.2.1 Application and Notice of Public Hearing**

**The Purpose** of the proposed Minor Variance is to decrease the amount of outdoor storage and increase the maximum combined size of structures associated with the On Farm Diversified Use approved in Bylaw 2014-064 for the subject lands. The Agricultural-1 Exception 333 Zone permits a 676.3 square meter Workshop, 35.6 square meter office (711.9 square meters total), and a maximum 500 square meters outdoor storage.

The applicant proposes to increase the maximum combined size of structures from 711.9 to 904 square meters and decreasing permitted outdoor storage from 500 to 310 square meters.

**The Effect** of the Minor Variance would be to increase the maximum combined size of structures to 904 square meters and decrease outdoor storage to 310 square meters for the On Farm Diversified Use on the subject lands.

### **6.2.2 Comments Received from Agencies and the Public**

Junior Planner Victoria Mance reviewed comments received from the County of Grey, the Southgate Public Works Department, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

### **6.2.3 Applicant or Agent**

The applicants Agent, Kristine Loft of Loft Planning, was in attendance, presented the proposal and was available for any questions from the Committee.

### **6.2.4 Committee Member Questions**

Member Singh Soares had questions regarding the proposal being compliant with the current zoning and any potential negative impacts the proposal will have, and Kristine Loft provided clarification.

Member Shipston questioned the use of the shop, and Chair Dobreen requested clarification on the proposal, and Kristine Loft provided a response.

#### **6.2.5 Comments and Planning Report**

Junior Planner Victoria Mance reviewed the planning report and presented the intent of the proposal to the Committee Members.

#### **6.2.6 Members of the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the application.

#### **6.2.7 Further Questions from the Committee**

There were no further comments from Members of the Committee.

#### **6.2.8 Approval or Refusal**

**Moved By** Member Shipston

**Seconded By** Member Singh Soares

**Be it resolved that** Committee of Adjustment receive Staff Report PL2024-020 for information; and

**That** the application for minor variance be approved subject to the following conditions:

1. That 191.6 square meters covered storage proposed in the sap and shanty shed not be used as part of the On Farm Diversified Use (workshop, office, power room etc.) and that outdoor storage correspondingly be reduced to 310 square meters.
2. That covered or outdoor storage be further reduced by 44.6 square meters to recognize the power room.

**Carried**

### **6.3 A2-24 - Cutway Inc., Con 2 SWTSR Pt Lot 221 Pt Lot 222, Geographic Township of Proton**

### **6.3.1 Application and Notice of Public Hearing**

**The Purpose** of the proposed Minor Variance is to decrease the amount of outdoor storage and increase the amount of indoor storage associated with the On Farm Diversified Use approved in Bylaw 2012-049 for the subject lands. The Agricultural-1 Exception 289 Zone permits a Metal Fabrication and Welding Workshop with outdoor storage of 500 square meters and maximum combined size of structures of 750 square meters. The applicant proposes to increase the maximum combined size of structures from 750 to 940 square meters by adding 190 square meters of inside storage and decreasing permitted outdoor storage from 500 to 310 square meters.

**The Effect** of the Minor Variance would be to increase the maximum combined size of structures to 940 square meters and decrease outdoor storage to 310 square meters for the On Farm Diversified Use on the subject lands.

### **6.3.2 Comments Received from Agencies and the Public**

Junior Planner Victoria Mance reviewed comments received from the County of Grey, the Historic Saugeen Metis, Southgate Public Works, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

### **6.3.3 Applicant or Agent**

The applicants Agent, Kristine Loft of Loft Planning, was in attendance, presented the proposal and was available for any questions from the Committee.

### **6.3.4 Committee Member Questions**

Member Singh Soares had questions regarding communication to the Ministry of the Environment, Conservation and Parks and Member Shipston presented his concerns regarding safety and Kristine Loft provided clarification.

### **6.3.5 Comments and Planning Report**

Junior Planner Victoria Mance reviewed the planning report and presented the intent of the proposal to the Committee Members.

### **6.3.6 Members of the Public to Speak**

There were no further comments from Members of the Committee.

### **6.3.7 Further Questions from the Committee**

Member Singh Soares asked for clarification on compliance and zoning requirements on and Kristine Loft provided a response.

### **6.3.8 Approval or Refusal**

**Moved By** Member Shipston

**Seconded By** Member Ferguson

**Be it resolved that** Committee of Adjustment receive Staff Report PL2024-021 for information; and

**That** the application for minor variance be approved subject to the following condition:

1. That 189.12 square meters of covered storage proposed in the accessory building not be used as part of the On Farm Diversified Use (workshop, office) and that the maximum outdoor storage be reduced to 310 square meters instead of the maximum 500 square meters allowed in the previous rezoning.

**Carried**

## **6.4 A3-24 - RS MAR INC., Con 3 SWTSR Pt Lots 201 and 202 RP 16R8397 Part 2, Geographic Township of Proton**

### **6.4.1 Application and Notice of Public Hearing**

**The Purpose** of the proposed Minor Variance is to decrease the amount of outdoor storage and increase the

total floor area of the On Farm Diversified Use approved in Bylaw 2010-030 for the subject lands. The Agricultural-1 Exception 244 Zone permits a Metal Fabrication Workshop of 750 square meters, outdoor storage of 500 square meters, and a combined maximum workshop and storage area of 1250 square meters.

The applicant proposes an 895 square meter metal fabrication workshop, 355 square meters outside storage and to maintain a combined maximum workshop and storage area of 1250 square meters.

**The Effect** of the Minor Variance would be to increase the metal fabrication workshop from 750 square meters to 895 square meters and decrease outdoor storage from 500 square meters to 355 square meters on the subject lands.

#### **6.4.2 Comments Received from Agencies and the Public**

Junior Planner Victoria Mance reviewed comments received from the County of Grey, Historic Saugeen Metis, Southgate Public Works, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

#### **6.4.3 Applicant or Agent**

The applicants Agent, Kristine Loft of Loft Planning, was in attendance, presented the proposal and was available for any questions from the Committee.

#### **6.4.4 Committee Member Questions**

Member Shipston requested confirmation that proposed change will not be used for manufacturing and only used for office space and Member Singh Soares questioned if the proposed expansion is for current and future staff members and what measures are in place to keep the proposed space as office space only and Kristine Loft provides clarification.

#### **6.4.5 Comments and Planning Report**

Junior Planner Victoria Mance reviewed the planning report and presented the intent of the proposal to the Committee Members.

#### **6.4.6 Members of the Public to Speak**

There were no members of the public in attendance to speak in support of or in opposition to the application.

#### **6.4.7 Further Questions from the Committee**

There were no further comments from Members of the Committee.

#### **6.4.8 Approval or Refusal**

**Moved By** Member Ferguson

**Seconded By** Member Shipston

**Be it resolved that** Committee of Adjustment receive Staff Report PL2024-022 for information; and

**That** the application for minor variance be approved subject to the following condition:

1. That the additional office floor space be approved at 186.7 square meters (to a total of 222 square meters) and that office space never be converted to workshop.
2. That outdoor storage be 355 square meters maximum (reduced from 500 square meters) so that the combined On Farm Diversified Use floor space and outdoor storage be maintained at 1250 square meters as per the existing A1-244 zone.

**Carried**

### **7. Adjournment**

**Moved By** Member Singh Soares

**Seconded By** Member Ferguson

**Be it resolved that** the Committee adjourn the meeting at 10:19 AM.

**Carried**

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Chair Barbara Dobreen

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Secretary-Treasurer Elisha Milne