



Committee of Adjustment

Notice of Public Meeting Minor Variance Application MV-02-24

Take Notice that the Council of the Township of Cavan Monaghan will hold a public meeting of the Committee of Adjustment to consider a proposed minor variance under Section 45 of the Planning Act, R.S.O. 1990, as amended.

Date and Time: Thursday, March 14, 2024 at 9:00 a.m.

Location of Subject Lands: 9 Tupper Street (Millbrook)
Township of Cavan Monaghan

Property Roll Number: 1509-020-020-124 00

The lands subject to the minor variance application are shown on the Key Map on Page 4.

Purpose of the Proposed Minor Variance:

The property at 9 Tupper Street is an existing lot of record approximately 561.51 square metres (0.14 acres) in size with approximately 13.178 metres (43.21 feet) of frontage on Tupper Street and approximately 42.64 metres (140 feet) of frontage on Centre Street.

A single detached dwelling, converted to office and retail space, and an accessory shed are located on the property. A parking area is located to the west (rear) of the building. Access to the parking area is available from Centre Street. The parking area accommodates eight (8) surface parking spaces.

The owner of the property (4th Line Theatre) converted the single detached dwelling to retail and office/administration space. The first storey accommodates a retail area, a meeting room, and a mixed retail and administration space. The second storey includes storage and administrative spaces.

988 County Rd 10
Millbrook, Ontario L0A 1G0

www.cavanmonaghan.net

Phone: 705-932-9319

Fax: 705-932-3458

The property is zoned Core Mixed Use Three (CMU3) as illustrated on Map E-2A to By-law No. 2018-58, as amended. The property is also subject to the Floodplain Overlay (f212.7) and the Special Policy Area regulations.

Section 4.2 – Table 4B, Footnote (2) of Zoning By-law No. 2018-58, as amended, prohibits business offices, personal service establishments, and repair or service shops on the first storey of a building. Section 12.2.9 b) of Zoning By-law No. 2018-58, as amended requires:

- i. access to parking areas be provided from a public street by an unobstructed driveway not exceeding 10 metres (33 feet) in width; and
- ii. parking aisles to have a minimum unobstructed width of 6 metres (19.7 feet) where two-way traffic is permitted.

The purpose of the minor variance is to permit office and administration space on the ground floor of the building and to recognize the existing tandem parking layout.

All other standard regulations of the Core Mixed Use Three (CMU3) Zone, the Floodplain Overlay (f212.7) and the Special Policy Area will apply to the property.

Participation

Committee of Adjustment Meetings are held electronically.

Any person may attend the electronic/virtual public meeting and make written and/or verbal submissions either in support of or in opposition to the proposed minor variance.

If you wish to speak to the application at the public meeting, please contact the Deputy Clerk by email at khartman@cavanmonaghan.net no later than 4:00 p.m. on Wednesday, March 13, 2024 and you will be provided with an invitation to join the meeting using your computer or phone. The Township is using Zoom for electronic meetings and it is the responsibility of the interested member of the public to have technology in place to connect to the meeting.

Although possible for members of the public to “attend” a meeting electronically, and provide verbal submissions, we would encourage you to communicate with the Committee by forwarding written comments in support or opposition to khartman@cavanmonaghan.net.

If you wish to view the public meeting in real time, but do not wish to speak to the application, the meeting will be hosted on the Township YouTube Channel at: https://www.youtube.com/channel/Uck8cGK2GvckFHWz_9KaleQ?view_as=subscribe

The meeting will also be recorded and available after the meeting for public viewing on the same platform.

If you are aware of any person interested in, or affected by this application who has not received a copy of this Notice, you are requested to inform that person of this hearing.

If you wish to make written comments on this application, your comments must be forwarded to the Deputy Clerk by e-mail to khartman@cavanmonaghan.net no later than 4:30 p.m. on Wednesday, March 13, 2024.

If you fail to participate in the hearing and/or submit written comments, the hearing will proceed in your absence and, except as otherwise provided in the Planning Act, you will not be entitled to any further notice of the proceedings.

Related Applications

A pre-application for site plan approval has been submitted to the Township of Cavan Monaghan. Township Staff are processing the pre-application.

Additional Information relating to the proposed minor variance is available for public inspection online at:

<https://www.cavanmonaghan.net/Modules/News/en?CategoryNames=Planning+Notices&mid=20762>

or by contacting the Director of Planning at kellis@cavanmonaghan.net or 705-932-9334.

A Copy of the Notice of Decision of the Committee will be sent to the Applicant and to each person who appears in person or by counsel at the hearing and who has filed with the Deputy Clerk a written request for notice of the decision.

Dated at the Township of Cavan Monaghan this 4th day of March, 2024.

Karlie Hartman, Deputy Clerk
Township of Cavan Monaghan
khartman@cavanmonaghan.net
705-932-9324

Key Map

