

Committee of Adjustment

Notice of Public Meeting Minor Variance Application MV-04-25

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, August 14, 2025 at 9:00 a.m.

**Location of
Subject Lands:** 12 Distillery Street (Millbrook)
Township of Cavan Monaghan

Property Roll Number: 1509-020-010-092-00

The lands subject to the minor variance application are shown on the Key Map on Page 3.

Purpose of the Proposed Minor Variance:

The owner of 12 Distillery Street wishes to remove the existing 3-season sunroom and construct an open deck and a covered porch in the front yard of the property. A minor variance is required to increase the distance an open deck and a covered porch can encroach into the front yard setback.

The subject property is an existing lot of record known municipally as 12 Distillery Street in part of Lot 12, Concession 4 (Millbrook). The property is approximately 0.09 hectares (0.23 acres) in size with approximately 22.3 metres (73.25 feet) of frontage on Distillery Street. A key map showing the location of the property is provided on page 3.

The property is zoned Urban Residential One (UR1) as shown on Map F-2A to By-law No. 2018-58, as amended.

The property owner applied to the Township of Cavan Monaghan for approval of a minor variance to permit the construction of a deck measuring 2.7 metres (9 feet) by 6 metres (20 feet) and a porch 2.7 metres (9 feet) by 3 metres (10 feet). As proposed, the porch and deck will be 3.1 metres (10.25 feet) from the front property line

The purpose and effect of the minor variance is to increase the distance a deck and/or porch can encroach into the front yard setback from 1.5 metres (4 feet) to 2.9 metres (9.5 feet). All other requirements of the UR1 Zone will apply.

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 Clerk by email at cpage@cavanmonaghan.net no later than 4:00 p.m. on Wednesday, August 13, 2025 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 cpage@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 Clerk by e-mail to cpage@cavanmonaghan.net no later than 4:30 p.m. on Wednesday, August 13, 2025.

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.

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 Township Planner at mwilkinson@cavanmonaghan.net or 705-932-9321.

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 31st day of July, 2025.

Cindy Page, Clerk
Township of Cavan Monaghan
cpage@cavanmonaghan.net
705-932-9326

Key Map

