

**Notice of Complete Application and Public Meeting
Proposed Zoning By-law Amendment**

**838 Rothesay Avenue
Part Lot 4, Concession 11 (North Monaghan)
Township of Cavan Monaghan**

File No. ZBA-04-25

In accordance with the provisions of the Planning Act, as amended, this Notice is to advise that the Township of Cavan Monaghan Planning Department received a complete application for a Zoning By-law Amendment. The Application applies to an existing lot of record known municipally as 838 Rothesay Avenue in Part of Lot 4, Concession 11 (North Monaghan).

A Zoning By-law Amendment is required to permit the construction of a detached accessory apartment on the subject property.

Subject Lands

A key map showing the location of the property is provided on Page 4.

The lands subject to the Zoning By-law Amendment are approximately 0.19 hectares (0.48 acres) in size with approximately 32 metres (105 feet) of lot frontage on Rothesay Avenue. The property is currently developed with a single detached dwelling approximately 104 square metres (1,119.51 square feet) in size and a detached accessory structure approximately 33.4 square metres (359.71 square feet) in size. The dwelling is serviced with a private well and septic system.

Purpose and Effect of Zoning By-law Amendment Application

The lands subject to the Application are currently zoned Rural Residential (RR) as shown on Map B-5 to By-law No. 2018-58, as amended. A single detached dwelling and an accessory apartment within the main dwelling are permitted in the RR Zone. The floor area of the accessory apartment is limited to 45% of the gross floor area of the building the apartment is in.

988 County Rd 10
Millbrook, Ontario L0A 1G0

www.cavanmonaghan.net

Phone: 705-932-2929

Fax: 705-932-3458

The purpose and effect of the Zoning By-law Amendment is to rezone the property from the Rural Residential (RR) Zone to the Rural Residential Exception Thirty (RR-30) Zone. The RR-30 Zone will permit a detached accessory apartment and establish setbacks of 9 metres (29.5 feet) to the rear lot line and 6 metres (19.69 feet) to the northern interior lot line. The accessory apartment is limited to 45% of the gross floor area of the principal dwelling.

Additional information about the proposed Zoning By-law Amendment is available for inspection online at:

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

Or by contacting Matt Wilkinson, Planner, at mwilkison@cavanmonaghan.net. or 705-932-9321.

Public Meeting

Township Council will hold a Public Meeting in accordance with Section 34 of the Planning Act, R.S.O. 1990, as amended for the Zoning By-law Amendment Application ZBA-04-25 (838 Rothsay Avenue) as follows:

Meeting Date:	Tuesday September 2, 2025
Location:	Township of Cavan Monaghan Council Chambers 988 County Road 10, Millbrook
Time:	1 p.m.

The purpose of the Public Meeting is to provide more information about the Application and provide an opportunity for public input.

To Speak at the Public Meeting or Provide Written Comments

Any person may attend the public meeting and make written and/or verbal representation either in support of or in opposition to the proposed Amendment. If you are unable to attend the meeting, written submissions may be submitted and should include a request for further notice, if desired. Written submissions must be received by the Clerk's Office no later than 9 a.m. on September 2nd, 2025.

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's YouTube Channel at:

https://www.youtube.com/channel/UCk8cGK2GvckFHWz_9_KaleQ?view_as=subscriber

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

Personal information as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001, and

in accordance with the provision of MFIPPA. Personal information collected in relation to materials submitted for an agenda will be used to acknowledge receipt, however, please be aware that your name is subject to disclosure by way of publication of the agenda. If you have questions about this collection, use and disclosure of this information, please contact the Clerk's Department at 705-932-9326.

In accordance with the Accessibility for Ontarians with Disabilities Act, the Township of Cavan Monaghan is pleased to accommodate individual needs of anyone wishing to attend Council meetings. Please call 705-932-2929 or email the Township Clerk if you require an accommodation to ensure your needs are met prior to the meeting.

Right to Appeal

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Cavan Monaghan in respect of the Zoning By-law Amendment before Council approves or refuses to approve the Amendment, the person or public body is not entitled to appeal the decision of the Township to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Cavan Monaghan before the Council approves or refuses to approve the Amendment, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

To Be Notified

If you wish to be notified of the decision of the Council of the Township of Cavan Monaghan on the Zoning By-law Amendment, you must make a written request to the Clerk in one of the following ways:

- By email at cpage@cavanmonaghan.net
- By Fax at 705-932-3458
- In person at 988 County Road 10, Millbrook
- By regular mail or courier to Township of Cavan Monaghan, 988 County Road 10, Millbrook ON L0A 1G0

Dated at the Township of Cavan Monaghan this 12th day of August, 2025.

Cindy Page, Clerk
Township of Cavan Monaghan

Key Map

