



**Minutes of the Town of Erin  
Committee of Adjustment Meeting**

**May 15, 2024  
6:00 PM  
Municipal Council Chamber**

|                        |                           |   |
|------------------------|---------------------------|---|
| <b>Present:</b>        | <b>Robert Fletcher</b>    | <b>Chair</b>  |
|                        | <b>Elizabeth Crighton</b> | <b>Member</b>   |
|                        | <b>William Oughtred</b>   | <b>Member</b>   |
|                        | <b>Wayne Parkinson</b>    | <b>Member</b>   |
| <b>Absent:</b>         | <b>Brad Bruce</b>         | <b>Member</b>   |
| <b>Staff Present:</b>  | <b>Justin Grainger</b>    | <b>Secretary-Treasurer</b>                                      |
| <b>Others Present:</b> | <b>Elaine Leung</b>       | <b>Planning Consultant,<br/>Macaulay Shiomi Howson<br/>Ltd.</b> |

**1. Call to Order**

Chair Robert Fletcher called the meeting to order at the hour of 6:00 PM and announced that this meeting has been called under the Authority of Section 45(1) of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended to seek relief from Zoning By-law 07-67. The Chair stated that the following application will be heard this evening: A05-24.

The Chair stated the purpose of this Public Meeting of the Town of Erin Committee of Adjustment is to allow the presentation of an application for a Minor Variance and to allow interested members of the public the opportunity to ask questions or offer comments with regard to this application. Staff requests that members of the public seeking to pre-register for a meeting or submit written comments email [coa@erin.ca](mailto:coa@erin.ca).

The Chair advised that if any member of the public would like to be notified in writing of the Committee of Adjustment's decision on an application they are to email [coa@erin.ca](mailto:coa@erin.ca) or mail this request to 5684 Trafalgar Road, Hillsburgh, ON N0B 1Z0.

The Secretary-Treasurer explained the appeal process, that certain parties may be eligible to appeal the Committee's decision and must do so within twenty (20) days of notice by filing with the Secretary-Treasurer of the Committee a notice of appeal setting out the objection to the decision and the reason in support of the objection accompanied by a payment to the Secretary-Treasurer of the fee set out by the Tribunal under the *Ontario Land Tribunal Act, 2021*.

**2. Approval of Agenda**

**Moved By** Member Parkinson

**Seconded By** Member Crighton

**Be it resolved that** the Committee hereby approves the agenda as circulated.

**3. Declaration of Pecuniary Interest**

None.

**4. Requests for Withdrawal or Deferral of Application**

None.

**5. Notices**

The Secretary-Treasurer advised notice was given by mail on May 1st, 2024, to every owner of land within 60 meters (200 ft) of the subject property and to agencies requiring notice as prescribed under the *Planning Act*. Also, public notice was issued on the Town's Website.

The Secretary-Treasurer advised applicable agencies were circulated including the conservation authorities, the County of Wellington, the Ministry of Municipal Affairs and Housing, school boards, Enbridge Gas and Town Staff.

**6. Applications**

**6.1 File Number: A05-24 8812 Wellington Road 124**

**THE PURPOSE AND EFFECT OF THE APPLICATION** is to provide relief from Section 4.18 and Section 4.18.4 of Zoning By-law 07-67, as amended, to permit:

- a component of a home occupation to be conducted outside of the dwelling unit to allow for equine therapy; and,
- the use of existing outdoor accessory buildings and storage as it relates to the equine therapy component of the home occupation.

Elaine Leung, representative for the Town, Jennifer Ying, applicant, and residents Edward Mattice, Margaret Stachowiak, Sara Mattice, and Janice Thompson addressed the Committee with respect to the application.

**6.1.4 Decision of the Committee**

**Moved By** Member Oughtred

**Seconded By** Member Crighton

**Be it resolved that** the Town of Erin Committee of Adjustment hereby **APPROVE** the Minor Variance Application A05/24 as the application meets the Planning Act tests for a minor variance being:

1. The requested variance is considered minor in nature;
2. The variance is appropriate for the development or use of the land, building or structure;
3. The general intent and purpose of the Zoning Bylaw is maintained; and
4. The general intent and purpose of the Official Plan is maintained.

With the condition that the applicant provide a landscape plan/planting plan to the satisfaction of Town staff within 3 months of May 15th, 2024.

**Carried**

**7. Adoption of Minutes**

**7.1 April 17, 2024 Committee of Adjustment Meeting**

**Moved By** Member Parkinson

**Seconded By** Member Crighton

**Be it resolved that** the Committee hereby adopts the minutes as circulated for the following Committee of Adjustment meeting:

- April 17, 2024

**Carried**

**8. Adjournment**

**Moved By** Member Parkinson

**Seconded By** Member Oughtred

**Be it resolved that** the Town of Erin Committee of Adjustment hereby adjourns this Public Meeting held pursuant to section 45 of the *Planning Act* at 7:02 PM.

**Carried**

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Chair Robert Fletcher

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Secretary-Treasurer Justin Grainger