

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
Committee Of Adjustment Hearing

AGENDA

Monday, February 23, 2026, 5:00 pm Council Chamber
3720 County Road 34
Alexandria, On.
K0C 1A0

1. DISCLOSURE OF CONFLICT INTEREST

2. ACCEPT THE AGENDA (Additions/Deletions)

3. RATIFY MINUTES

Committee of Adjustment Hearing Minutes – Monday November 24, 2025

4. MINOR VARIANCES

a. MV-01-2026 Justin Unruh

b. MV-02-2026 2291558 Ontario Inc.

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of Adjustment Hearing

Minutes

Monday, November 24, 2025, at 5:30 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

PRESENT: Mayor – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor at Large – Jacques Massie
Councillor - Brian Caddell
Councillor – Jeff Manley
Councillor – Michael Madden
Councillor – Gary Martin

ALSO PRESENT: Interim CAO/Clerk - Timothy Simpson
Director of Building, By-law & Planning - Jacob Rhéaume
Deputy Clerk – Jena Doonan

1. DISCLOSURE OF CONFLICT

NONE

2. ACCEPT THE AGENDA

Resolution No. 1

Moved By: Jacques Massie

Seconded By: Michael Madden

THAT the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Monday, November 24, 2025.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Michael Madden

Seconded By: Gary Martin

THAT the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing Minutes of Monday September 8, 2025.

Carried

4. MINOR VARIANCES

MV-08-2024

Owner: Richard & Manon GAREAU

Location: 78 Victoria Street East, Alexandria
Plan 2, Lot 69
Roll 0111 018 000 97200
PIN 67148-0135

Purpose of application: To seek relief from the Comprehensive Zoning By-law 39-2000 Section 3.1 (a) (ii) for a reduction in the Interior Yard (East) Depth minimum setback from the minimum required 1.5m (59") to the proposed 0.45m (18") to the residential accessory storage building's foundation for a new attached garage addition to be aligned with the existing residential accessory storage building making both compliant.

Resolution No. 3

Moved By: Gary Martin

Seconded By: Carma Williams

It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-08-2025 as submitted.

The clerk asked 3 times for comments from the public in attendance and from members of Council.

No questions or comments were received

Carried

5. OLD BUSINESS

None

6. NEW BUSINESS

None

7. NOTICE OF MOTION

None

8. ADJOURNMENT

Resolution No. 4

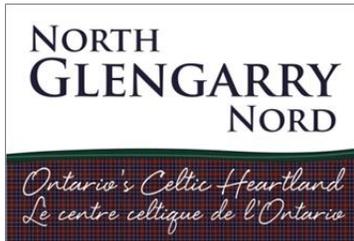
Moved By: Carma Williams

Seconded By: Jacques Massie

THERE being no further business to discuss the Committee of Adjustment Hearing was adjourned at 5:39 pm.

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



**STAFF REPORT
COMMITTEE OF ADJUSTMENT**

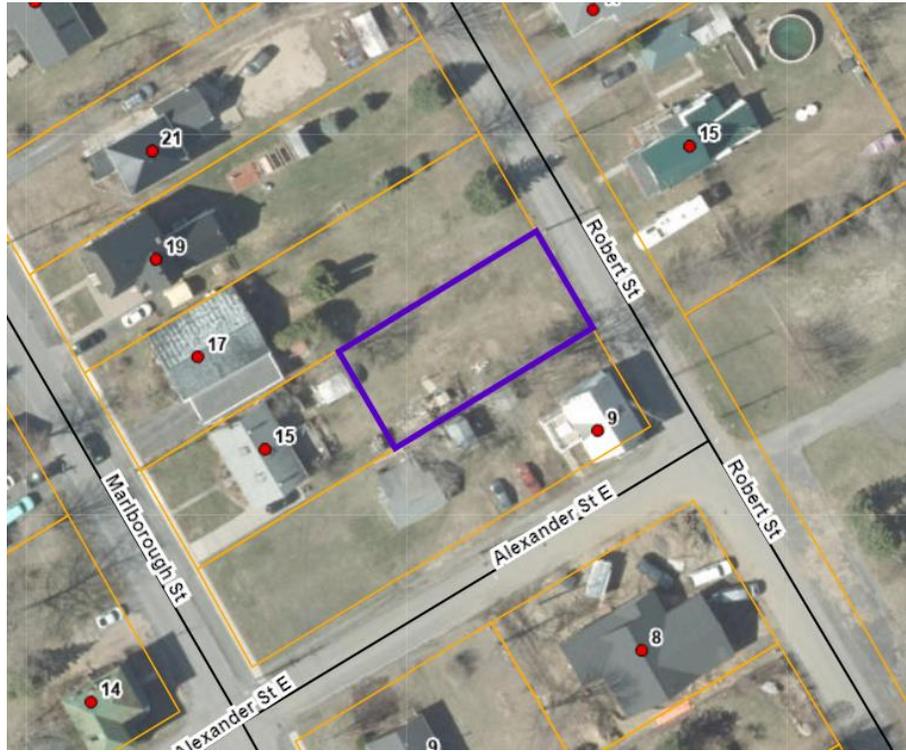
Date: February 23, 2026

To: Mayor and Council Members

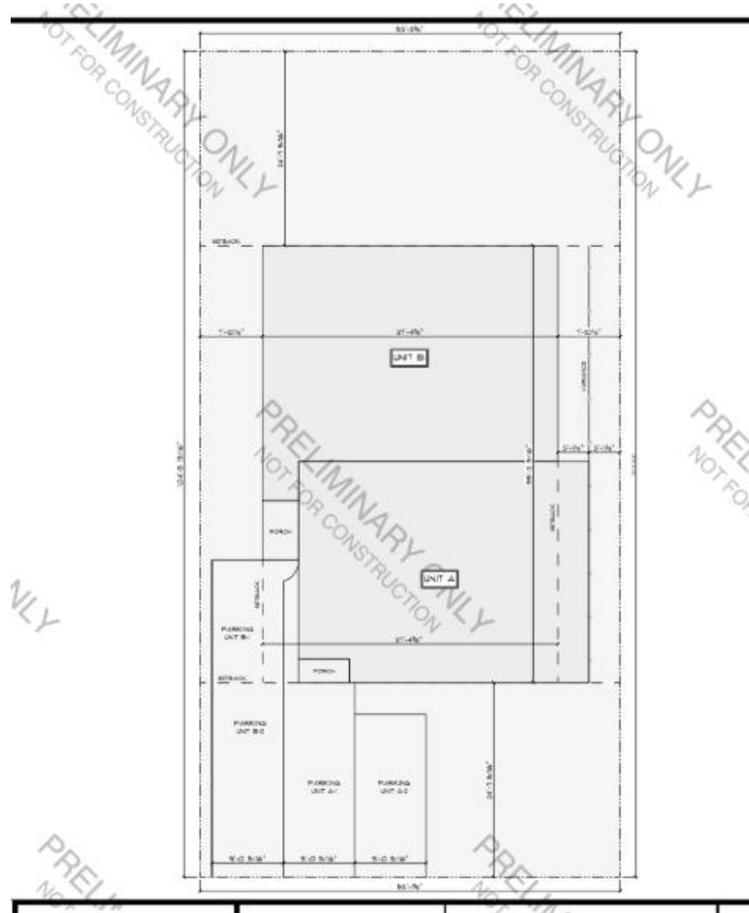
From: Jacob Rheume, Director of Building, By-law & Planning

File	Minor Variance Application No. MV-01-2026
Owner	Justin UNRUH
Address (Civic & Legal)	14 Robert Street, Maxville Plan 32 BLK B Part Lot 2; 14R6741 Part 1 Roll 0111 014 001 39202 PIN 67103-0673
Location	

Property



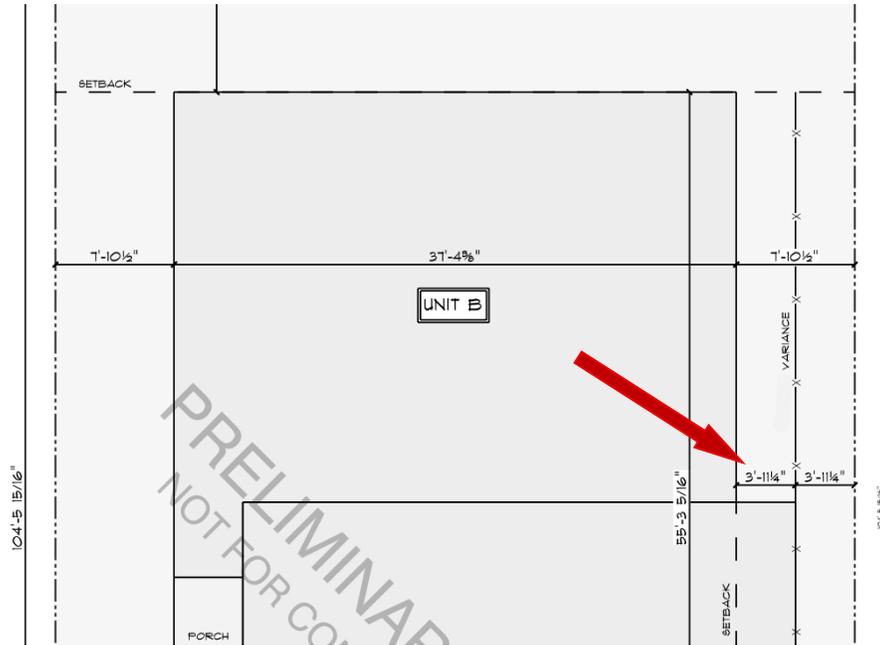
Site



Purpose of application

THE PURPOSE of the Minor Variance Application is:

To seek relief from the Comprehensive Zoning By-law 39-2000 Section 5.2 (2) (e) for a reduction in the Interior Yard (North) Depth setback from the minimum required 2.4m (94.5") to the proposed 1.2m (47.25") to the new residential duplex-1 storey building's foundation.

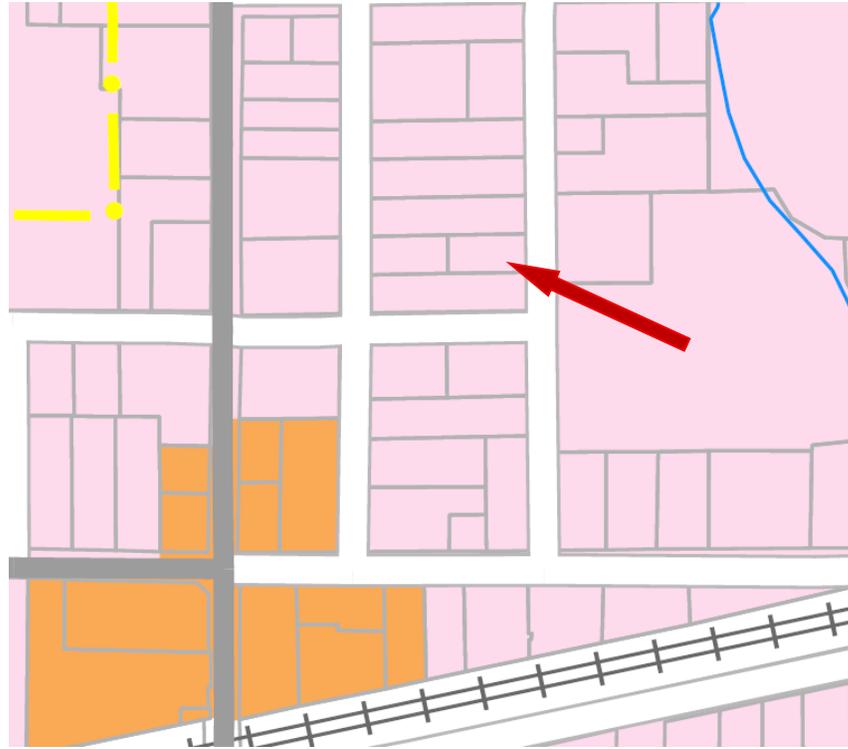


Effect of application

To accommodate the proposed location for the construction of a new residential duplex-1 storey building.

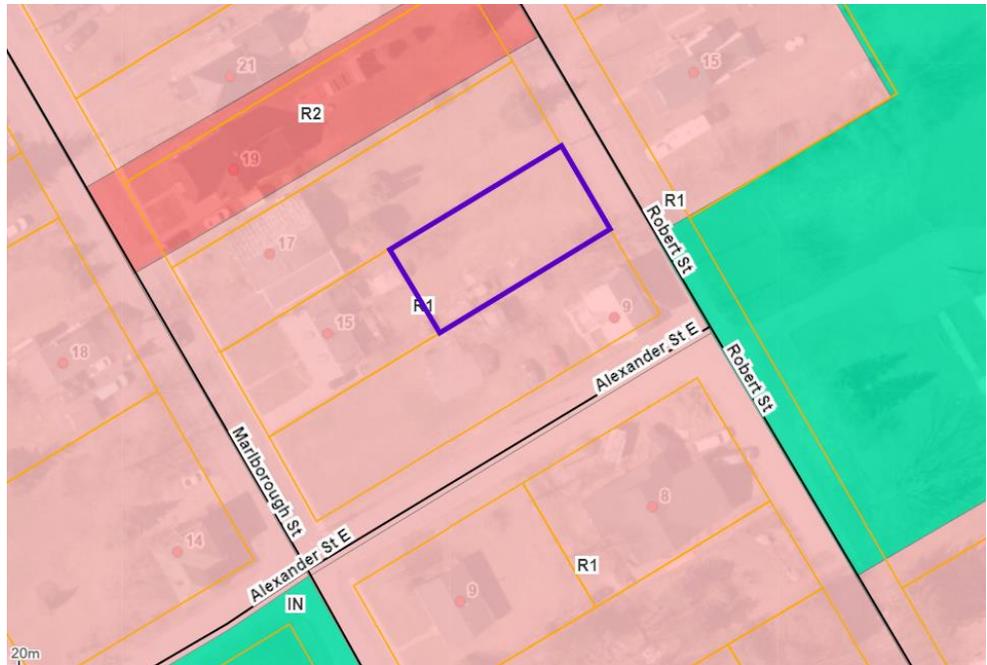
Official Plan & surroundings

Urban Settlement Area (Maxville) – Residential District



Zoning & surroundings

Residential First Density (R1)



<p>Use</p>	<p>Residential</p> <p>No proposed change. Compliant with Zoning By-law.</p> <p>New residential duplex-1 storey building deemed compliant in R1 zoned properties as per new Provincial Regulations “Build More Homes Act, 2024”.</p>
<p>Surrounding Uses</p>	<p>North – Residential properties East – Residential properties, apartment complex (St-Bernard School) South – Residential properties West – Residential properties</p>
<p>Size/Area</p>	<p>+/- 0.13 acres</p> <p>No proposed change. Compliant with Zoning By-law.</p>
<p>Frontage</p>	<p>+/- 15.9m on Robert Street.</p> <p>No proposed change. Compliant with Zoning By-law.</p>
<p>Dimensions</p>	<p>+/- 15.9m x 32.8m</p>
<p>Buildings</p>	<p>Currently vacant.</p> <p>New proposed residential duplex-1 storey building.</p> 

Building Height	Proposed building compliant with Zoning By-law.
Setbacks	<p>No proposed change for South, West & East. Compliant with Zoning By-law.</p> <p>Seeking relief from the Comprehensive Zoning By-law 39-2000 Section 5.2 (2) (e) for a reduction in the Interior Yard (North) Depth setback from the minimum required 2.4m (94.5") to the proposed 1.2m (47.25") to the new residential duplex-1 storey building's foundation.</p> <p>Compliant for R1, R2 requirements used as duplex building is proposed. Would be compliant in new ZBA.</p>
Lot Coverage	Compliant with Zoning By-law.
Sanitary/Septic	Duplex dwelling to be connected to municipal sanitary services.
Water/Well	Dwelling to be connected to municipal water services.
Storm	Storm water currently dispersed on site, no issues.
Entrance/Driveway	1 proposed driveway for the duplex dwelling.
Civic number	14 Robert Street existing civic number for the dwelling, to remain (A & B).
Parking	<p>2 required as per new "Build More Homes Act, 2024".</p> <p>4 is proposed to make the development compliant with the current Zoning By-law.</p>
SDG	No comments submitted.
RRCA & SNRCA	No comments submitted.
EOHU	No comments submitted.
MTO	No comments submitted.
CP/CN/Via Rail	No comments submitted.
OMAFRA	No comments submitted.
Hydro one, OPG, Bell, Enbridge	No comments submitted.
NG Roads Dept.	No comments submitted.
NG Public Works Dept.	No comments submitted.
NG Fire Dept.	No comments submitted.
NG By-law Dept.	No comments submitted.

<p>NG Building Dept.</p>	<p>A Building Permit will be required under Section 8 of the OBCA.</p> <p>The building must be designed to meet all Ontario Building Code requirements.</p> <p>Prior to permit issuance, the Building Department may conduct an on-site review to confirm no other concerns.</p>
<p>Planning Act Four Tests Section 45(1)</p>	<p>A minor variance must meet all four tests under the Planning Act:</p> <ol style="list-style-type: none"> <p>1. Maintains the general intent and purpose of the Official Plan</p> <p><i>The lands are designated Urban Settlement Area (Maxville) – Residential District in the United Counties of Stormont, Dundas and Glengarry Official Plan. Residential District permits and encourages any residential uses for properties. The proposed use conforms to the relevant policies of the Official Plan.</i></p> <p>2. Maintains the general intent and purpose of the Zoning By-law</p> <p><i>The Township of North Glengarry Zoning By-law – Residential First Density (R1) zone permits residential uses including single detached homes and all accessory uses. As the new Provincial Regulations “Build More Homes Act, 2024” permits up to 3 residential units within Urban Settlement Areas when servicing is available, duplex is deemed compliant in R1 zoned properties.</i></p> <p><i>The property is not subject to a Site Plan Development Agreement, to deal with items such as site plan, building location, servicing, driveway, entrance, parking, lighting, garbage, access, storm water management, lot grading, soil conditions, etc. as all will be handled by the Building Permit. The general intent of the proposed minor variance does comply with the intent and purpose of the Zoning By-law.</i></p> <p>3. Desirable for the appropriate development or use of the land, building, or structure</p> <p><i>The surrounding area is residential in all directions. The surrounding uses consist of mostly residential properties, mostly single-family dwelling with accessory uses, making this application desirable and appropriate. The character of the neighbouring is maintained. The proposed development proposes a duplex with secondary door towards back. General looks of building is not a “semi”, the intent is to match the neighbouring properties as much as possible.</i></p> <p>4. Minor in nature</p> <p><i>The proposed relief from the zoning by-law requirement will generate minimal impact on the adjacent lands and property owners despite the reduction in the required minimum Interior Side Yard Depth, the property affected the most being the one on the North, and they have not expressed any objections with the reduction.</i></p> <p><i>Discussion with neighbours to explain the Minor Variance would not affect any development on their properties and would be deter any future potential severances on the North property. There are existing dwellings closer to the front property line than the proposed, established building line is maintained. Also many have a similar interior side yard setback.</i></p> <p><i>Thus, the minor variance is considered minor in nature.</i></p>

Site Pictures





Provincial Policy Statement

According to the Provincial Policy Statement (2020) Minor Variance Applications should be passed if it:

- Supports efficient land use and development patterns
- Facilitates diverse Housing and Growth Management options and compact built forms
- Supports sustainable development by promoting a mix of land uses

Official Plan

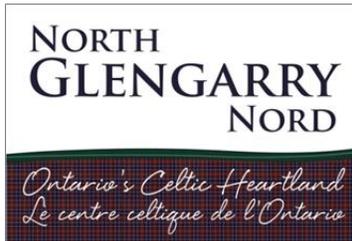
According to the United Counties of Stormont Dundas & Glengarry Official Plan Minor Variance Applications should be passed if it:

- Conforms with land use designation and does not conflict with permitted uses
- Promotes high-quality, context-sensitive infill development
- Supports communities
- Maintains or enhances neighbourhood compatibility, the existing character and context of the area by making it compliant, ensure neighbours are aware.

Zoning By-law 39-2000	The Minor Variance Application is compliant with Zoning By-law for reasons such as: <ul style="list-style-type: none">- General intent is preserved- Variance does not result in overdevelopment or unsafe conditions- Setbacks (other than North), lot coverage, and height can be complied with existing site conditions- Lot shape, size, topography, existing driveway and dwelling, existing garage location, or constraints warrant a minor relief- No major adverse impact on neighbouring properties such as sun/shadow, privacy, overlook, traffic, or stormwater impacts which are all negligible or non-existent as existing garage is currently at same location/setback- Consistent with previously approved variances in the Township- North owner have expressed no objections
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Planning staff is of the opinion that the applicant's requested variance to the zoning by-law requirements can be considered minor in nature, suitable, desirable and appropriate for the surrounding area, and meets the intent and purpose of the Zoning By-law and the objectives and policies of the Official Plan as per the Four Tests of the Planning Act Section 45(1).

Recommendation: It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-01-2026 as submitted.

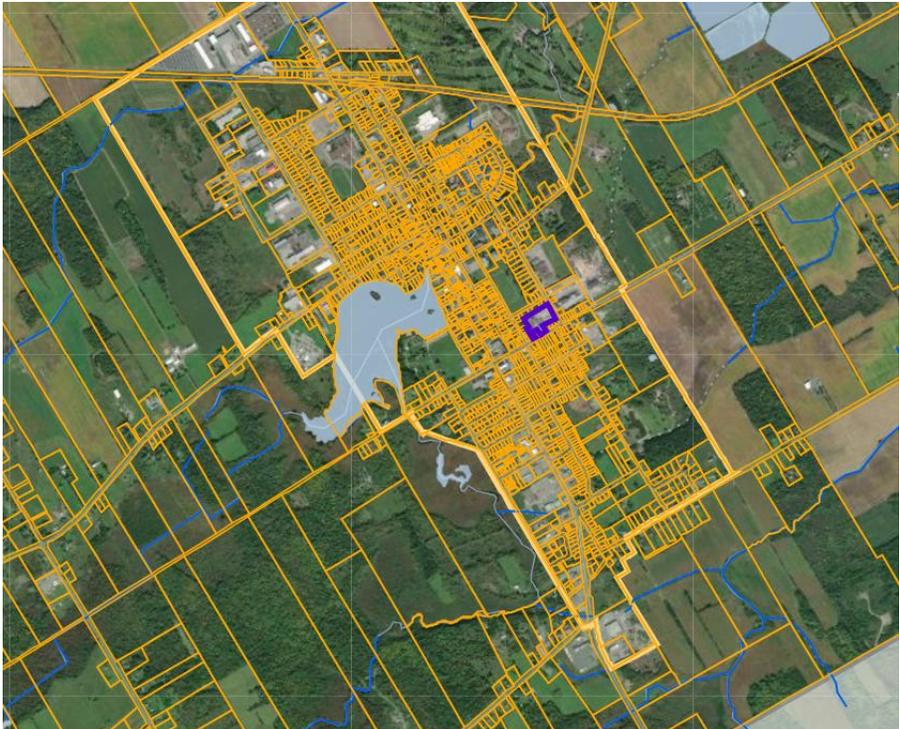


**STAFF REPORT
COMMITTEE OF ADJUSTMENT**

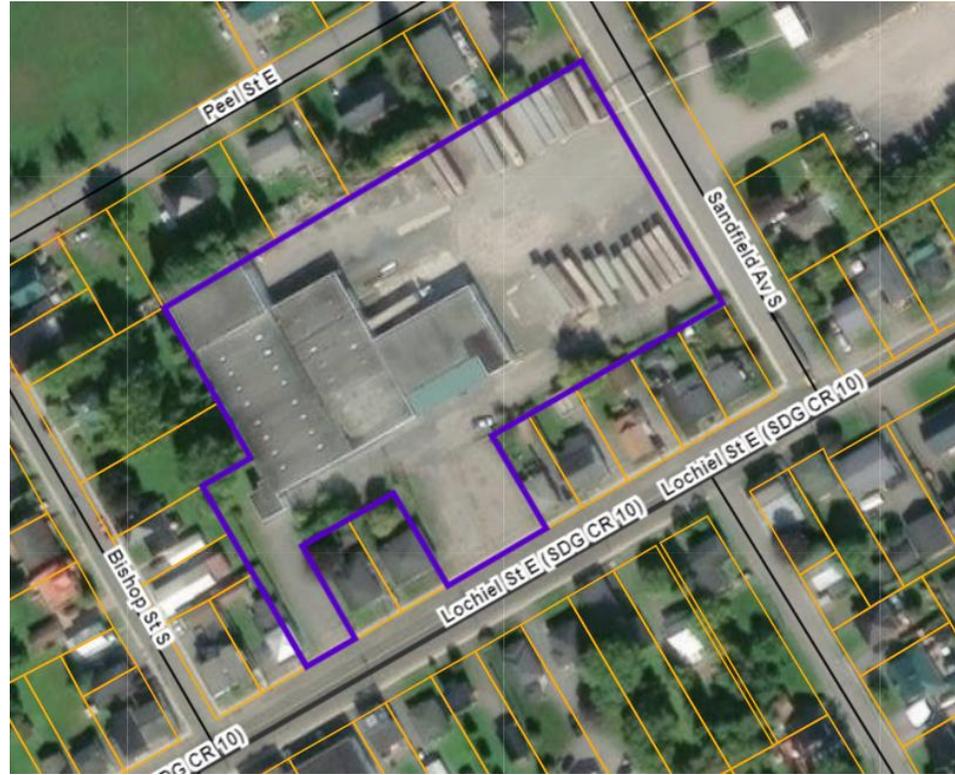
Date: February 23, 2026

To: Committee of Adjustment Members

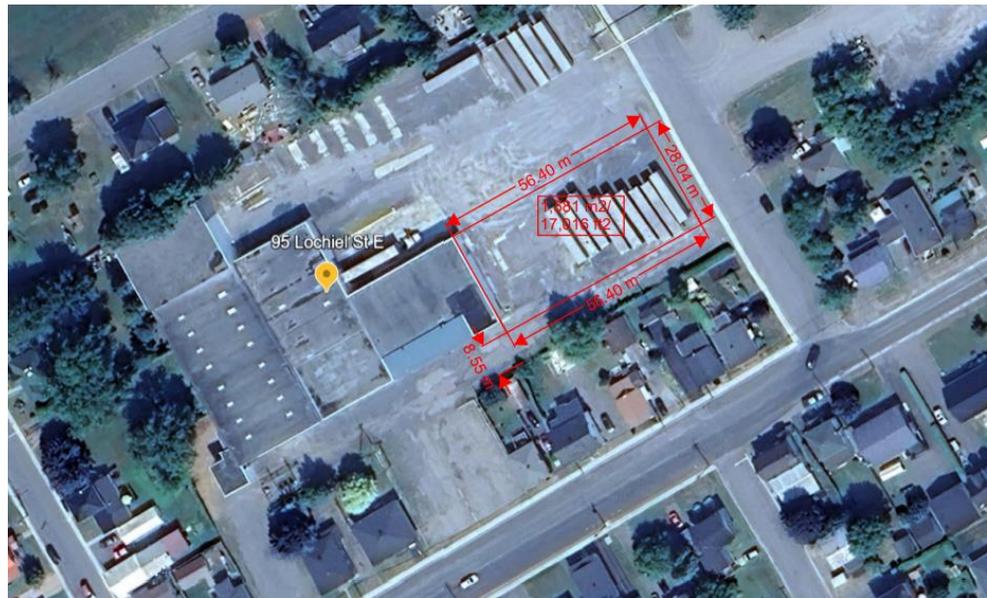
From: Jacob Rheume, Director of Building, By-law & Planning

File	Minor Variance Application No. MV-02-2026
Owner	2291558 ONTARIO INC. (Minimax Express Warehouse)
Address (Civic & Legal)	95 Lochiel Street East, Alexandria RCP 123 Lots 3 & 11 to 13 Roll 0111 018 000 90100 PIN 67149-0172
Location	

Property



Site



Purpose of application

THE PURPOSE of the Minor Variance Application is:

To seek relief from the Comprehensive Zoning By-law 39-2000 Section 10.1 (2) (d) for a reduction in the Exterior Yard (East) Depth setback from the minimum required 12m to the proposed 2m for a new 56.4m x 28.04m addition of an industrial warehouse building's foundation.



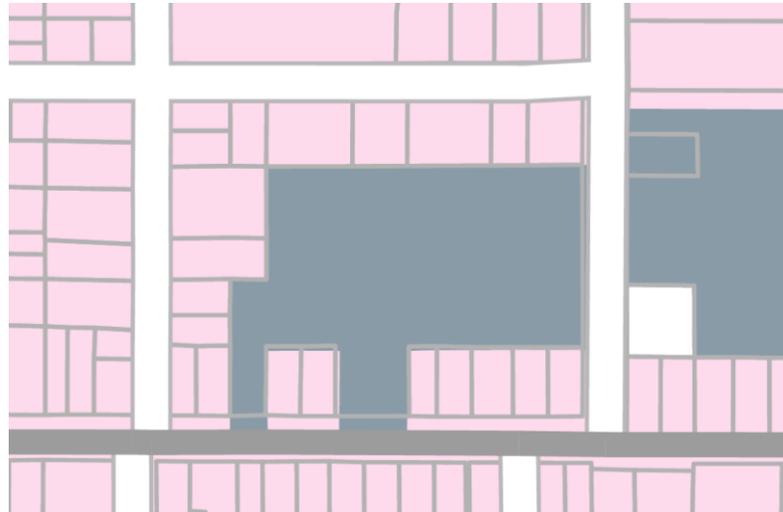
Effect of application

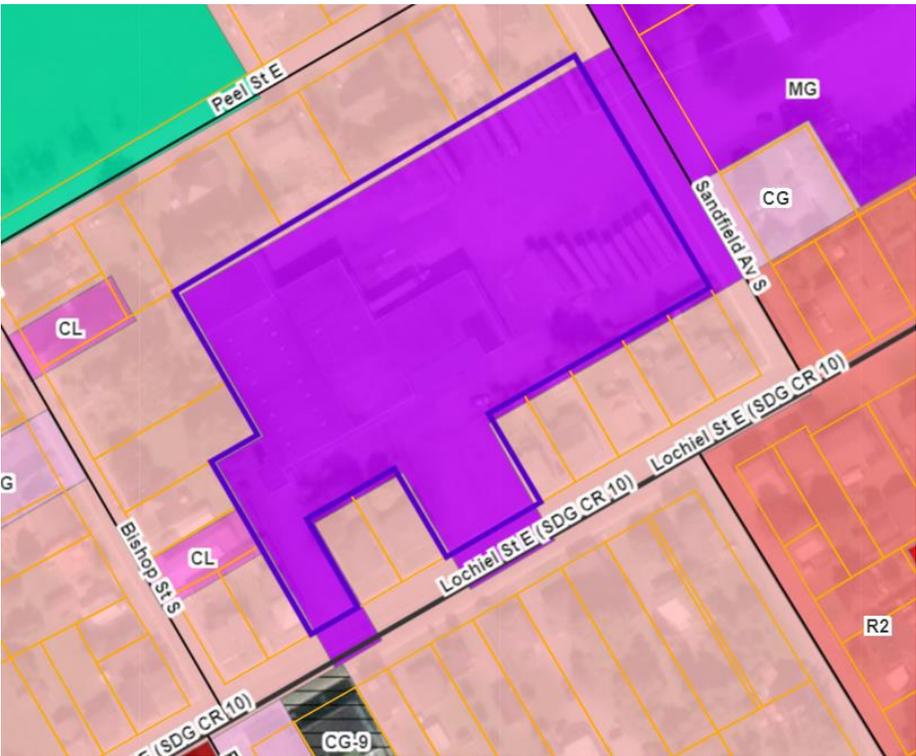
To accommodate the proposed location for the construction of a new 56.4m x 28.04m addition of an industrial warehouse building.



Official Plan & surroundings

Urban Settlement Area (Alexandria) – Employment District



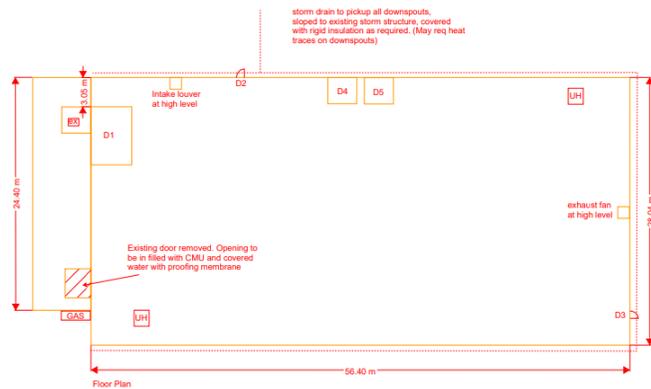
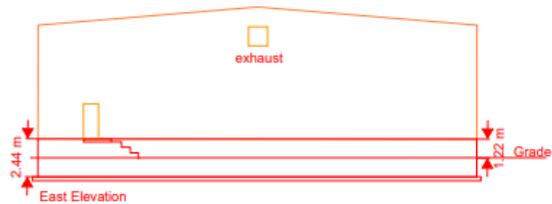
<p>Zoning & surroundings</p>	<p>General Industrial (MG)</p> 
<p>Use</p>	<p>Existing industrial use – warehouse, shipping business (Minimax Express Warehouse) – to remain.</p> <p>Proposed new 56.4m x 28.04m addition of an industrial warehouse building.</p> <p>Compliant in size with MG zone</p>
<p>Surrounding Uses</p>	<p>North – Residential properties, institutional (cemetery)</p> <p>East – Residential properties and Sanilit Ltd</p> <p>South – Residential properties</p> <p>West – Residential properties</p>
<p>Size/Area</p>	<p>+/- 3.21 acres</p> <p>No proposed changes to size.</p> <p>Compliant in size with MG zone requirements for proposed new 56.4m x 28.04m addition of an industrial warehouse building</p>
<p>Frontage</p>	<p>Frontage on both Lochiel Street East and Sandfield Avenue South</p> <p>Compliant with MG zone requirements for proposed new 56.4m x 28.04m addition of an industrial warehouse building</p>
<p>Dimensions</p>	<p>Irregular</p>

<p>Buildings</p>	<p>Existing industrial building used as storage/shipping business – to remain.</p> <p>The proposed project consists of a new 56.4m x 28.04m addition of an industrial warehouse building attached to the existing. Same use.</p> <p>The new addition will be located on the East of the existing, approximately where the previous building was. Previous building was demolished due to poor structural integrity of building. Building on the North side of property was also demolished.</p> 
<p>Building Height</p>	<p>Compliant with MG zone requirements.</p>
<p>Setbacks</p>	<p>North and South Depth Yard setback compliant with Zoning By-law</p> <p>Exterior Yard (East) Depth setback minimum required 12m - proposed 2m</p> <p><u>Not compliant with Zoning By-law. – Minor Variance required.</u></p>
<p>Lot Coverage</p>	<p>Compliant with MG zone requirements</p>
<p>Parking</p>	<p>Compliant with MG zone requirements</p>
<p>Access</p>	<p>Access to building from both Lochiel Street East and Sandfield Avenue South to remain.</p> <p>No proposed changes.</p>
<p>Sanitary/Septic</p>	<p>Existing connection to remain.</p> <p>No proposed changes.</p>
<p>Water/Well</p>	<p>Existing connection to remain.</p> <p>No proposed changes.</p>

Storm	Existing storm sewer collection system, underground stormwater management and catchbasins existing to remain. 3 existing manholes in existing driveway to remain. No proposed changes.
Grading	Site grading is provided to ensure a minimum slope of 1.0% for all asphalt and gravel areas to remain. Swales may be upgraded with a minimal slope of 0.5% to avoid surface flooding. Existing system used when previous building were constructed to remain and used for proposed new site plan.
Entrance/Driveway	3 existing driveways from Lochiel Street East and Sandfield Avenue South No new entrances are proposed.
Civic number	1 existing civic number – 95 – to remain. No new civic numbers are proposed.
Lighting/Noise/ Nuisance	The building will be lighted as per requirements in the Ontario Building Code for exits, access to parking, etc., no additional lighting proposed is cause for nuisance on neighbouring properties. The new 56.4m x 28.04m addition of an industrial warehouse building attached to the existing will generate noise as it can be expected from the existing industrial use for traffic, pedestrian traffic, etc., no new noise issues are expected. The proposed development is not anticipated to have any undue adverse impacts on any surrounding uses and neighbouring properties.
SDG	No new proposed entranceway on any County Roads (County Road 10). No other comments submitted.
RRCA & SNRCA	No comments submitted.
EOHU	No comments submitted.
MTO	No comments submitted.
CP/CN/Via Rail	No comments submitted.
OMAFRA	No comments submitted.
Hydro one, OPG, Bell, Enbridge	No comments submitted.
NG Roads Dept.	No comments submitted.

<p>NG Public Works Dept.</p>	<p>A private garbage contractor is hired to provide for environmental services.</p> <p>No proposed changes.</p>
<p>NG Fire Dept.</p>	<p>Fire access, fire protection and fire routes will be provided on site to meet the requirements of the OBC.</p>
<p>NG By-law Dept.</p>	<p>No comments submitted.</p>
<p>NG Building Dept.</p>	<p>A building permit will have to be applied for as per OBCA.</p> <p>A Site Plan Control By-law will also have to be passed by Council for the proposed development.</p>

Info Plans



- D1 - 20'w X 14'h clear opening
- D2 - 3x7 man door
- D3 - 3x7 man door
- D4 - 10'w X 9'h dock door (Future)
- D5 - 10'w x 9'h dock door (Future)

**Planning Act
Four Tests
Section 45(1)**

A minor variance must meet all four tests under the Planning Act:

1. Maintains the general intent and purpose of the Official Plan

The lands are designated Urban Settlement Area – Employment District in the United Counties of Stormont, Dundas and Glengarry Official Plan. Urban Settlement Area – Employment District permits and encourages any accessory uses and enlargement of an existing use that is compliant with the intent of the OP. The proposed use conforms to the relevant policies of the Official Plan.

2. Maintains the general intent and purpose of the Zoning By-law

The Township of North Glengarry Zoning By-law -General Industrial (NG) zone permits any types of industrial uses including the existing and all accessory uses.

The property is subject to a Site Plan Development Agreement, to deal with items such as site plan, building location, servicing, driveway, entrance, parking, lighting, garbage, access, storm water management, lot grading, soil conditions, etc. all compliant.

The general intent of the proposed minor variance does comply with the intent and purpose of the Zoning By-law.

3. Desirable for the appropriate development or use of the land, building, or structure

The requested minor variance is desirable for the appropriate development and use of the subject property, as it will allow for the efficient placement of the new 56.4m x 28.04m addition of an industrial warehouse building where a previous building was before. The proposed buildings comply with all applicable zoning provisions aside from the East side yard setbacks. The addition is sited where it will create minimal adverse impacts on surrounding properties or the streetscape. Allowing a reduction in setbacks will facilitate a logical and compatible expansion of the existing industrial use, making better use of serviced urban land while maintaining the character of the neighbourhood and contributing positively to the local industry businesses.

4. Minor in nature

The requested variance is minor in nature as the relief sought relates only to a reduction in the East side yard setbacks, while all other provisions of the Zoning By-law are being met. The proposed adjustment will not result in any undue adverse impacts on neighbouring properties, such as loss of privacy, shadowing, or obstruction of sightlines, and the overall scale, massing, and function of the proposed buildings remain consistent with what is otherwise permitted as-of-right, especially in this case as there is a similar building in a very similar location before it was demolished. In this context, the variance represents a technical adjustment that facilitates appropriate site design rather than a fundamental change to the intent of the By-law or the character of the area. The application “maintains the compatibility and context” of the neighbourhood, thus, the minor variance is considered minor in nature.

Site Pictures





<p>Provincial Policy Statement</p>	<p>According to the Provincial Policy Statement (2020) Minor Variance Applications should be passed if it:</p> <ul style="list-style-type: none"> - Supports efficient land use and development patterns - Facilitates diverse Housing and Growth Management options and compact built forms - Supports sustainable development by promoting a mix of land uses
<p>Official Plan</p>	<p>According to the United Counties of Stormont Dundas & Glengarry Official Plan Minor Variance Applications should be passed if it:</p> <ul style="list-style-type: none"> - Conforms with land use designation and does not conflict with permitted uses - Promotes high-quality, context-sensitive infill development - Supports communities - Maintains or enhances neighbourhood compatibility, the existing character and context of the area
<p>Zoning By-law 39-2000</p>	<p>The Minor Variance Application is compliant with Zoning By-law for reasons such as:</p> <ul style="list-style-type: none"> - General intent is preserved - Variance does not result in overdevelopment or unsafe conditions - Setbacks, lot coverage, and height can be complied with existing site conditions - Unique lot shape, size, topography, or constraints warrant a minor relief - No feasible alternative that would comply strictly with the by-law - No major adverse impact on neighbouring properties such as sun/shadow, privacy, overlook, traffic, or stormwater impacts which are all negligible or non-existent - Consistent with previously approved variances in the Township - Adjacent owners have expressed no objections

Planning staff is of the opinion that the applicant's requested variance to the zoning by-law requirements can be considered minor in nature, suitable, desirable and appropriate for the surrounding area, and meets the intent and purpose of the Zoning By-law and the objectives and policies of the Official Plan as per the Four Tests of the Planning Act Section 45(1).

Recommendation: It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-02-2026 as submitted.