



**TOWNSHIP OF SOUTHWOLD**  
**COMMITTEE OF ADJUSTMENT**  
**NOTICE OF DECISION**  
**APPLICATION NO. MV 2026-05**

ATTACHED is a certified copy of the decision of the Committee of Adjustment in the matter of an Application MV 2026-05 for a Minor Variance pursuant to Section 45 (10) of the Planning Act, R.S.O. 1990, as amended.

The applicant, the Minister of Municipal Affairs, specified persons and certain public bodies may appeal the decision to the Ontario Land Tribunal (formerly the Local Planning Appeal Tribunal) by filing with the Secretary-Treasurer of the Committee of Adjustment, not later than the **1<sup>st</sup> day of June, 2026, at 5:00 p.m.**

**HOW TO FILE AN APPEAL:** Appeals are submitted to the Secretary-Treasurer via the Ontario Land Tribunal's (OLT) online e-file service.

1. Navigate to the OLT's e-file service at <https://olt.gov.on.ca/e-file-service/>.
2. On the e-file service, sign into your *My Ontario Account* (first time users will need to register for a *My Ontario Account*).
3. Submit the appeal via the e-file service and ensure that you select the correct approval authority, which in this case is listed as "*Township of Southwold (municipality) – CAO/Clerk*".
4. Pay the fee required by the OLT. The fee schedule and methods of payment can be found on the OLT website at <https://olt.gov.on.ca/fee-chart/>. OLT payment options and instructions are available online. NB: Cheques must be made out to the 'Minister of Finance'.
5. Anyone filing an appeal that does not use the OLT's e-file portal may submit the required material directly to the CAO/Clerk at the address listed below. Please note that an additional administrative fee will apply. Forms can be downloaded from the OLT website above or are available for pick-up at the Township of Southwold Office, 35663 Fingal Line, Fingal.

**Additional Information** regarding this application for minor variance is available for review, at the Township of Southwold Municipal Office, or by contacting the Township Planner via phone at 519-769-2010 or e-mail at [planning@southwold.ca](mailto:planning@southwold.ca), or available online at the Township's website at: [www.southwold.ca/current-planning-applications](http://www.southwold.ca/current-planning-applications)

Dated this 12<sup>th</sup> day of May, 2026.

Jeff Carswell, CAO/Clerk  
Secretary-Treasurer of the Committee of Adjustment  
Township of Southwold  
35663 Fingal Line  
Fingal, Ontario N0L 1K0  
Phone: 519-769-2010  
E-mail: [cao@southwold.ca](mailto:cao@southwold.ca)



**COMMITTEE OF ADJUSTMENT FOR  
THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

**DECISION SHEET**

\*\*\*\*\*

**Application No.** MV 2026-05  
**Date of Hearing:** May 11<sup>th</sup>, 2026  
**Owner/Applicant:** Derrough/Willsie Construction Inc.  
**Agent:** Willsie Construction Inc.  
**Description:** PLAN 157 PT LOT 8 RP11R7344; PART 2  
**Municipal Address:** 9872 John Street North

**Lot Description:**

<b>Existing Lot Area</b>	0.33 ha
<b>Existing Lot Frontage</b>	30.2 m
<b>Existing Lot Depth</b>	110.7 m

In the matter of Section 45(1) of The Planning Act R.S.O 1990, the Township of Southwold Comprehensive Zoning By-law 2011-14, and an application for **Minor Variance**.

The owner is requesting a Minor Variance to seek a relief provision of Zoning By-law 2011-14, as amended to permit an increased building height of 6.3 m to allow the development of a non-agricultural accessory building containing an additional dwelling unit and garage. Specifically, the minor variance will consider the following:

1. Relief from the provision of Section 3.1(vi) of Zoning By-law 2011-14, as amended to permit an increased building height of 6.3 metres for a non-agricultural building containing an additional dwelling unit and garage whereas the building shall not exceed 5.5 metres in height, with the exception of buildings and structures for agricultural uses.

**Decision:**

2. The application is hereby **approved** to obtain Relief from the provision of Section 3.1 (vi) Accessory Building Height of Zoning By-law 2011-14, as amended, to permit an increased building height of 6.3 metres for a non-agricultural building containing an additional dwelling unit and garage whereas the building shall not exceed 5.5 metres in height, with the exception of buildings and structures for agricultural uses.

Reasons for approval, in accordance with Report PLA 2026-15:

1. The variance does maintain the intent and purpose of the Official Plan.
2. The variance does maintain the intent and purpose of the Zoning By-law.

3. The variance requested is desirable for the appropriate and orderly development and use of the land.
4. The variance is minor in nature.


The effect of written and oral submissions on the Decision is contained within Report PLA 2026-15 and the minutes of the Committee of Adjustment Meeting of May 11<sup>th</sup>, 2026.

We, the undersigned, concur in the decision and reasons given for the decision of the Committee of Adjustment for the Township of Southwold of this 11<sup>th</sup> day of May, 2026.

<b>RECORDED VOTE</b>	<b>TO GRANT</b>	<b>TO REFUSE</b>	<b>Absent</b>	<b>Present</b>
Committee Member, John Adzija	<u>✓</u>	<u>      </u>	( )	(X)
Committee Member, Scott Fellows	<u>✓</u>	<u>      </u>	( )	(X)
Committee Member, Sarah Emons	<u>      </u>	<u>      </u>	(X)	( )
Chairperson and Committee Member, Grant Jones	<u>✓</u>	<u>      </u>	( )	(X)
Committee Member, Justin Pennings	<u>✓</u>	<u>      </u>	( )	(X)

\*\*\*\*\***CERTIFICATION OF COMMITTEE'S DECISION**\*\*\*\*\*

I, Jeff Carswell, being the Secretary-Treasurer of the Committee of Adjustment for the Township of Southwold, certify that this is a true copy of the Committee's decision on the 11<sup>th</sup> day of May, 2026.

  
 Secretary-Treasurer

2026-05-11  
 Date

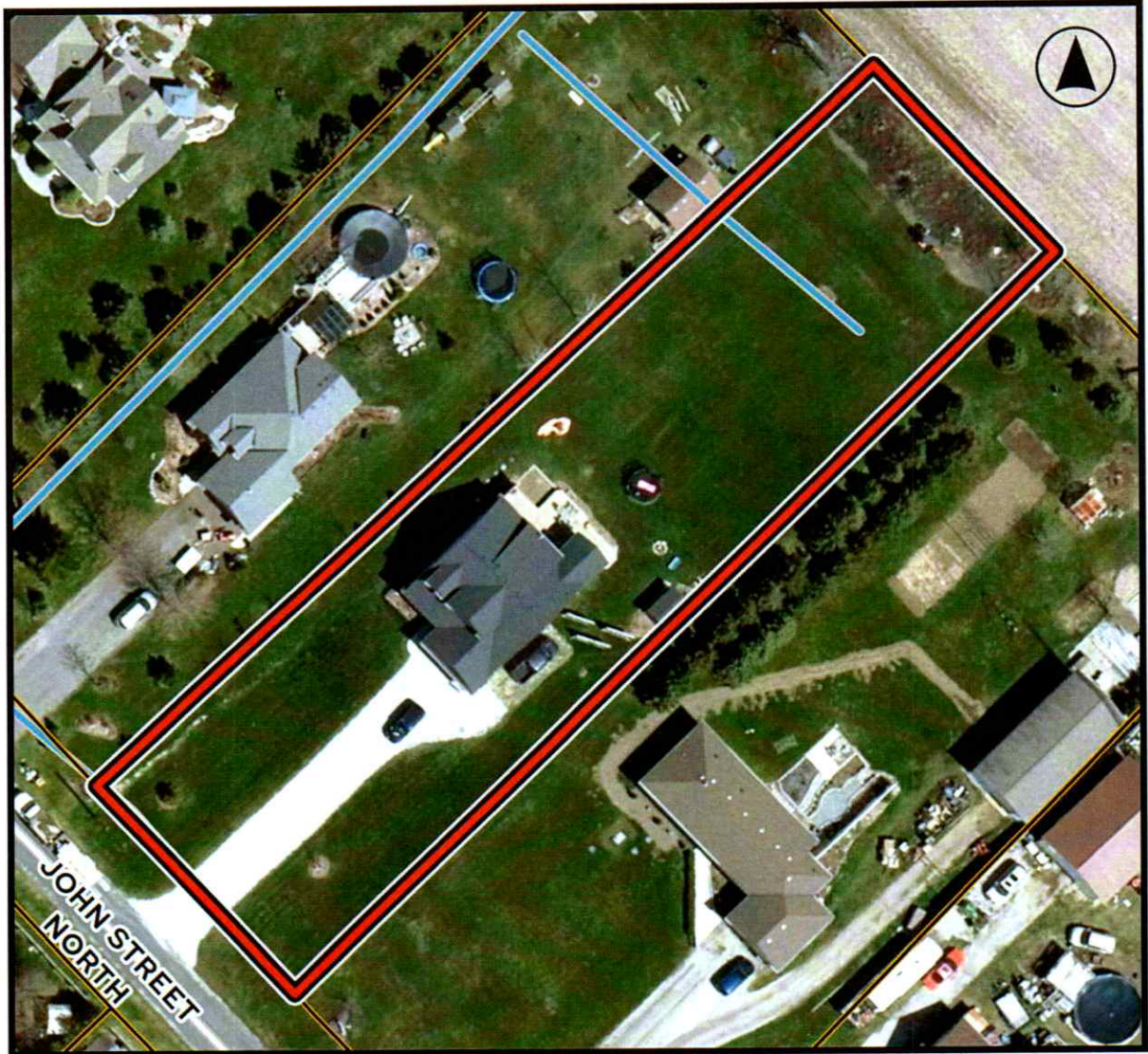
\*\*\*\*\***NOTICE OF LAST DATE OF APPEAL**\*\*\*\*\*

NOTICE IS HEREBY GIVEN THAT THE LAST DATE FOR APPEALING THIS DECISION TO THE ONTARIO LAND TRIBUNAL (OLT) IS THE **1<sup>st</sup>, DAY OF JUNE, 2026 at 5:00 P.M.**

The decision of the Committee may be appealed to the Ontario Land Tribunal (OLT) by serving personally on or sending by registered mail to the Secretary-Treasurer of the Committee a Notice of Appeal and a copy of an appeal form which is available from the OLT website at [www.olt.gov.on.ca](http://www.olt.gov.on.ca) setting out the objection to the decision and the reasons in support of the objection accompanied by payment to the Secretary-Treasurer of the fee prescribed by the Tribunal as payable on an appeal from the Committee of Adjustment to the Tribunal.

Jeff Carswell, CAO/Clerk  
Township of Southwold  
35663 Fingal Line  
Fingal, Ontario  
NOL 1K0  
Phone: 519-769-2010  
Email: [cao@southwold.ca](mailto:cao@southwold.ca)

**Schedule A: Subject Area Map 9872 John Street North – MV 2026-05**



Variance Application MV 2026-05: 9872 John St N, Shedden

 Township Roads

 Minor Variance Location

 Parcels

 Municipal Drainage

**Appendix 1: Site Plan and Elevations**

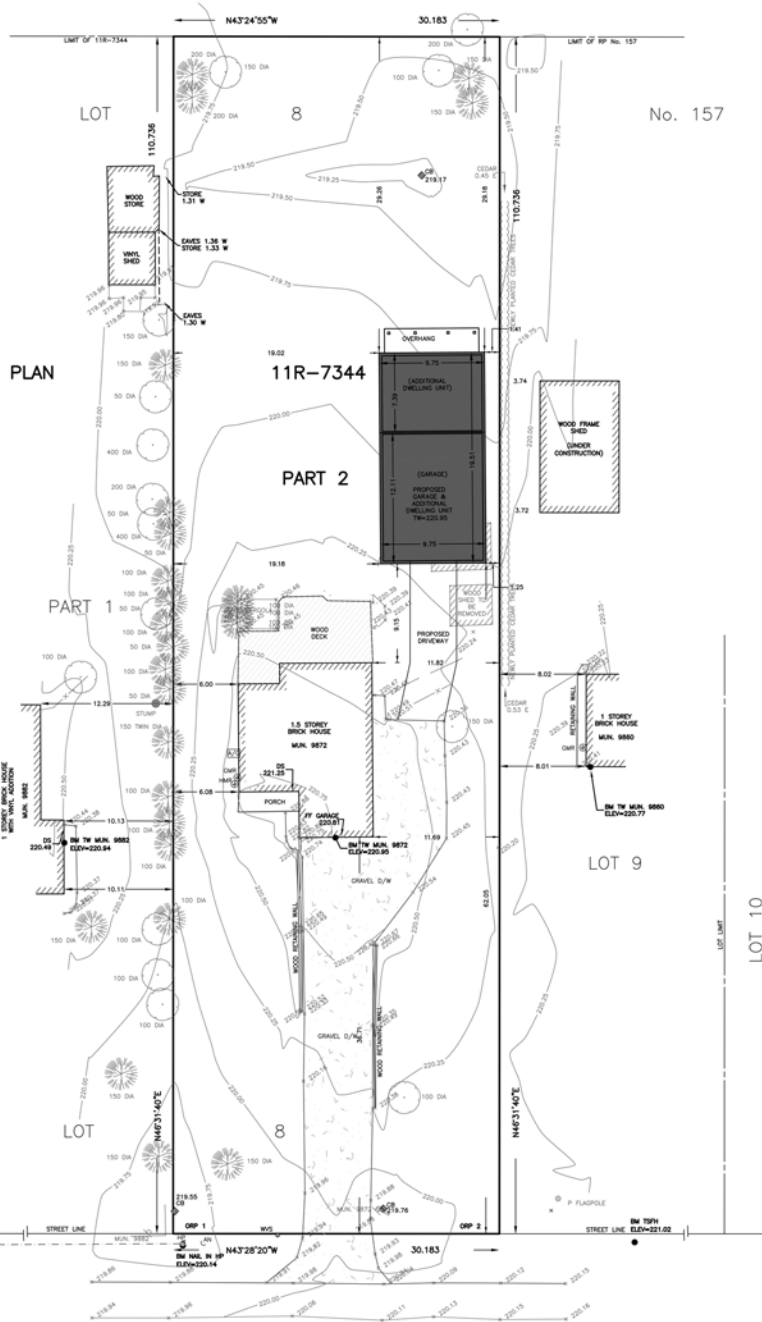




REGISTERED PLAN

TOWNSHIP OF SOUTHWOLD

PART 1, PLAN 11R-5248



INITIAL PLOT  
 OF PART OF  
 PART OF LOT 8,  
 REGISTERED PLAN No. 157  
 BEING ALL OF  
 PART 2,  
 PLAN 11R-7433  
 MUNICIPAL NUMBER 9872  
 IN THE  
 TOWNSHIP OF SOUTHWOLD  
 COUNTY OF ELGIN  
 SCALE 1:250  
 0 5 10 15  
 SCALE IN METRES  
 2026  
 ARCHIBALD, GRAY & McKay LTD.  
 ONTARIO LAND SURVEYORS

TOPOGRAPHIC LEGEND

- AN DENOTES ANCHOR
  - BM DENOTES BENCHMARK
  - CB DENOTES CATCH BASIN
  - CONC DENOTES CONCRETE
  - DIA DENOTES DIAMETER IN mm
  - DS DENOTES DOOR SILL
  - D/W DENOTES DRIVEWAY
  - GAR DENOTES GARAGE
  - G/M DENOTES GAS METER
  - H/MR DENOTES HYDRO METER
  - HP DENOTES HYDRO POLE
  - HP/LS DENOTES HYDRO POLE LIGHT STANDARD
  - LS DENOTES LIGHT STANDARD
  - OWH DENOTES OVERHEAD WIRES
  - P DENOTES POST
  - RF DENOTES RAIL FENCE
  - TW DENOTES TOP OF WALL
  - W/SV DENOTES WATER SERVICE VALVE
  - N DENOTES NORTH
  - E DENOTES EAST
  - W DENOTES WEST
  - S DENOTES SOUTH
- DENOTES CONIFEROUS TREE  
 DENOTES DECIDUOUS TREE

METRIC - DISTANCES, COORDINATES AND ELEVATIONS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

JOHN STREET  
ESTABLISHED BY REGISTERED PLAN No. 157

SITE DATA  
 SITE AREA = 3341.89  
 LOT COVERAGE (EXISTING BUILDING) = 168.9 (5.05%)  
 LOT COVERAGE (NEW BUILDING) = 190.3 (5.69%)  
 LOT COVERAGE (TOTAL BUILDING) = 359.2 (10.75%)  
 (AREAS SHOWN ARE IN SQUARE METRES)

**AGM** ARCHIBALD, GRAY & McKay LTD.  
 3514 WHITE OAK ROAD, LONDON, ONT. N5E 2Z9  
 PHONE 519-485-0300 FAX 519-485-0303  
 EMAIL: info@agm.on.ca WEB: www.agm.on.ca  
 PLAN • SURVEY • ENGINEER  
 DRAWN BY: JP/ARK/CRC DIGITAL FILE: 302601G1.dwg BUILDER: WILLISE HOMES  
 CHECKED BY: JZJ FIELDWORK BY: YCH  
 FILE No: 60-0157-01-3 Plot Date: Apr. 15, 2026