



**TOWNSHIP OF MELANCTHON
COMMITTEE OF ADJUSTMENT HYBRID MEETING
THURSDAY, SEPTEMBER 17, 2026 - 6:00 P.M.**

Committee meetings are recorded and will be available on the Township website under Quick Links – Council Agendas and Minutes within 5 business days of the Council meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86902247329?pwd=JaIalDBgUItxq219b1j0ny1zSrFsdK.1>

Meeting ID: 869 0224 7329

Passcode: 897327

One tap mobile

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AGENDA

- 1. Call To Order**
- 2. Additions/Deletions/Approval of Agenda**
- 3. Declaration of Pecuniary Interest and The General Nature Thereof**
- 4. Approval Of Minutes – July 16th, 2026**
- 5. Business Arising from Minutes**
- 6. Application For Minor Variance**
 1. A1/26 – Bahia Eldner-Beach – Agent: Shayna Pacheco – Plan 34A, Lot 17– 161 Main Street
 1. Notice of Public Meeting – 161 Main Street
 2. Planning Report – A1/26 – 161 Main Street prepared by Liam Morgan, Manager of Planning
- 7. Applications On File**
 1. B6/22 – Belford – Lots 32-34, Plan 332
- 8. Adjournment**

Ph: (519) 925-5525
Fax: (519) 925-1110

**TOWNSHIP OF MELANCTHON
Committee of Adjustment**

157101 Highway 10
Melancthon, Ontario
L9V 2E6

**NOTICE OF PUBLIC MEETING
Application for Minor Variance**

File No. **A1/26**

Date of Meeting: **Thursday, September 17th, 2026** Time: **6:00 p.m.**

Name of Owner/Applicant: **Bahia Eldner-Beach**

Location of Public Meeting: **157101 Highway 10, Melancthon Office
(Hybrid Meeting - see note below)**

NOTE: This will be a Hybrid meeting. If you wish to attend the Meeting in person you may come to the Township Office or if you wish to join virtually, please see the below link to join. If you are unable to attend the meeting, please provide written comments and a phone number where you can be reached to the Township Clerk prior to the public meeting.

Join Zoom Meeting

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Legal Description: Lot 47, Plan 34A

Municipal Description: 161 Main Street, Melancthon

Purpose of Application: Relief from By-law 12-1979, as amended, to reduce the required front yard setback in the *Hamlet Residential (R1)* zone from 7.5 metres to 1.79 metres.

If you require additional information on this application, it may be obtained by contacting the Secretary-Treasurer at the above address during regular office hours.

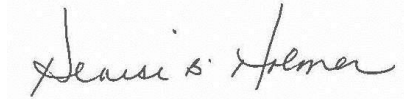
Should you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed minor variance, you must make a written request to the Committee of Adjustment, Township of Melancthon, 157101 Highway 10, Melancthon, Ontario, L9V 2E6.

A certified copy of the decision, together with a notice of the last day for appealing to the Ontario Land Tribunal shall be sent, not later than 10 days from the making of the decision, to the applicant, and to each person who appeared in person or by counsel at the hearing and who filed with the Secretary-Treasurer a written request for Notice of the Decision.

The applicant, the Minister or a specified person or public body that has an interest in the matter may within **20 days** of the making of the decision appeal to the Tribunal against the decision of the committee by filing with the secretary-treasurer of the committee a notice of appeal 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 charged by the Tribunal as payable on an appeal from a committee of adjustment to the Tribunal.

If a specified person or public body that files an appeal of a decision of the Melancthon Township Committee of Adjustment in respect of the proposed minor variance does not make a written or oral submissions to the Committee of Adjustment before it approves or refuses to approve the proposed minor variance, the Ontario Land Tribunal may dismiss the appeal.

Date of this notice: **Monday, August 10th, 2026**



Denise B. Holmes, Secretary-Treasurer

Appendix 1 – Lands subject to Consent Application





The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

MEMORANDUM

Meeting Date: September 17, 2026

To: Denise Holmes, Secretary-Treasurer, Committee of Adjustment

From: Liam Morgan, Manager of Planning

Report: P2026-08

Re: Application for Minor Variance – A1-26 – 161 Main Street

Recommendation(s)

Be it resolved that the Committee of Adjustment receive Report P2026-08 as information;

And be it resolved that the Committee of Adjustment **approve** Minor Variance Application (A1-26) for the property municipally known as 161 Main Street, Melancthon and legally described as Lot 47, Plan 34A.

Background

The applicant, Bahia Eldner-Beach, has submitted a minor variance application for the lands municipally known as 161 Main Street and legally described as Lot 47, Plan 34A. The subject lands currently entail a single-family detached dwelling, with surrounding uses including other single family detached dwellings and mature vegetative areas.

The purpose of the application is to request relief from the *Hamlet Residential (R1)* zone requirements under Zoning By-law 12-1979, as amended, to permit the construction of a proposed covered porch. Specifically, the application intends to reduce the minimum front yard setback from 7.5 metres (24.6 feet) to 1.79 metres (5.87 feet).

Table 1: Variance Summary (By-law 12-1979)

Section(s)	Description	Permitted	Proposed
6.3.e)	Minimum Front Yard Setback	7.5 m	1.79 m

Planning Analysis

The subject lands are approximately 0.18 hectares (0.44 acres) in area and have a lot frontage of approximately 56.4 metres (185 feet). Under the Township Official Plan, the subject lands are designated as *Community* and *Environmental Conservation* and are zoned as *Hamlet Residential (R1)* in Zoning By-law 12-1979, as amended.



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A minor variance application is evaluated against the four (4) tests prescribed under Section 45(1) of the *Planning Act*. The four (4) tests are as follows:

1. Does it meet the general intent and purpose of the Official Plan?
2. Does it meet the general intent and purpose of the Zoning By-law?
3. Is it desirable for the appropriate development or use of land, building, or structure?
4. Is it minor in nature?

After reviewing the application, in accordance with the four (4) tests of a minor variance, it is the opinion of staff that the application meets the four (4) tests of a minor variance. In making this determination, staff have considered the following:

1. Does the application meet the general intent and purpose of the Official Plan?

The subject lands are designated as *Community* and *Environmental Conservation*, with the latter designation being an overlay. The intent of the *Community* designation is to recognize the Township's settlement areas, provide a range of appropriate land uses, and establish a policy framework for development within those areas. Permitted uses under the *Community* designation include detached dwellings, home occupations, commercial uses, small scale light industrial uses, institutional uses, community centres, community halls, libraries, parks and recreational uses, and bed and breakfast establishments. Though a 'covered porch' is not explicitly mentioned in the *Community* designation policies, this use is not uncommon for residential dwellings in settlement areas. The proposed development is also not establishing a use that would create conflicts with the surrounding area and, most importantly, the broader settlement area.

As mentioned previously, the lands are also designated as *Environmental Conservation*, which is as a result of the presence of a *watercourse* and associated *floodplain*. The general intent of this designation is to provide planning policies for important natural heritage features, as well as lands and sites that are potentially hazardous. Much of the directive on development near *watercourses* and *floodplains* is that setbacks should be determined alongside the appropriate conservation authority. In comments received from the Nottawasaga Valley Conservation Authority (NVCA) on August 27th, 2026, there were no concerns indicated with the proposed development. Planning staff also will note that the proposed development is located outside of the *watercourse* feature and have no concerns regarding impacts to the natural heritage system.

Given the above, it is planning staff's opinion that the general intent and purpose of the Official Plan has been met.

2. Does the application meet the general intent and purpose of the Zoning By-law?

The subject lands are zoned as *Hamlet Residential (R1)* under Zoning By-law 12-1979, as amended. In general, the intent of the *R1* zone is to regulate the types of uses, as well as the



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appearance and location of buildings and structures, in more community centric areas. Permitted uses within the *R1* zone include a single-family detached dwelling and accessory uses and a home occupation. In addition to the permitted uses, the following *R1* zone regulations are applicable to the proposed development on the subject lands:

Provision	Requirement	Proposed
Min. Lot Area (w/o municipal water)	1,400 m ²	1,795 m ²
Min. Lot Frontage (w/o municipal water)	30 m	56.4 m
Min. Front Yard	7.5 m	1.79 m
Min. Exterior Side Yard	7.5 m	18.32 m
Min. Interior Side Yard	1.5 m	4.57 m
Min. Rear Yard	7.5 m	15.2 m
Max. Building Height	10 m	7.27 m
Max. Lot Coverage	25%	13.7%
Off Street Parking	2 spaces	2 spaces

Though 'covered porch' is not an explicitly mentioned permitted use under the *R1* zone, the development will be attached to an existing single family detached dwelling, which is a permitted use in the *R1* zone. Outside of one regulation requirement, the proposed development would conform with all other developmental regulations in the *R1* zone meaning that the intent of this zone would be largely upheld. When also considering the proposed development's integration with the surrounding uses that reflect similar zoning, there are no inconsistency issues or likely conflicts in the final built form from the perspective of planning staff. As such, planning staff is of the opinion that the intent and purpose of the zoning by-law is maintained.

3. Is the application desirable for the appropriate development or use of land, building, or structure?

When reviewing for the proposed developments 'appropriateness', planning staff considered the existing use of the land, surrounding land uses, and whether any impact from the development would occur. The subject lands currently entail a single-family detached dwelling, and the construction of a covered porch would be merely an extension of the existing single-family detached dwelling. Single-family detached dwellings, as noted previously, are a permitted use under both the official plan designation and zoning for the subject lands meaning that this would be an appropriate development for the subject lands. In comparing the proposed development against other surrounding properties, it was determined that porches are not an uncommon addition to residential properties in the area. This, in turn, means that the proposed development would not conflict with the existing built form in the surrounding area. Planning staff also reviewed the proposed development from the perspective of whether any direct impact to the existing neighbourhood would occur as a result of this development. Ultimately, it was determined that there would be no impact to not only the surrounding neighbourhood, but also the natural heritage



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features that transect the property. Based on the above, planning staff are of the belief that the application is desirable for the appropriate development of the lands.

4. Is the application minor in nature?

The term 'minor' can be viewed from both a qualitative and quantitative lens, with a balance being between the two lenses being required in the final determination. While the proposed variance quantitatively speaking is significant given that the proposed reduction represents an approximately 75% change, the incorporation of the qualitative lens reflects a more minor proposal. The proposed variance is the only variance that is being proposed as part of this application meaning that all other zoning regulations have been complied with. Further to that, the resulting development will **not result** in any negative impacts to site lines, noise levels, and the overall desirability of the surrounding area, which lends itself to the argument of a 'minor' application. In terms of setback distance, though the resulting development will only have a front yard setback of 1.79 metres, the porch area will still be 7.5 metres from the roadway, which, in the opinion of planning staff, is an important factor when reviewing the appropriateness of front yard setbacks. When considering all qualitative and quantitative factors in this application, planning staff are of the opinion that the application does reflect one that is minor in nature.

General Analysis and Comments

The application seeks relief from the minimum front yard setback requirement under the *R1* zone. This setback requires lands zoned as *R1* to be 7.5 metres from the lot line; however, the application proposes a reduced setback distance of 1.79 metres. Through an extensive review of the application, in accordance with the four (4) tests of a minor variance, planning staff have no concerns with the approval of the minor variance application. It is the opinion of planning staff that the application is minor in nature, desirable for the appropriate development, and maintains the general intent of the Township Official Plan and Zoning By-law.

Consultation and Communications

The minor variance application was circulated to the required agencies, and the public meeting was advertised in accordance with the *Planning Act*. Based on the comments received from the circulated agencies, there were no concerns or objections brought forth regarding this application.

Prepared By:

Liam Morgan

Liam Morgan

Manager of Planning, MCIP, RPP

Reviewed/Approved By:

Denise Holmes

Chief Administrative Officer/Clerk



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Appendix A – Aerial Photo

