



# The Corporation of The Town of Amherstburg

271 SANDWICH ST. SOUTH  
AMHERSTBURG, ONTARIO  
N9V 2A5

PLANNING SERVICES DEPARTMENT  
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Website: [www.amherstburg.ca](http://www.amherstburg.ca)

October 3, 2025

Re: File **A/25/25**  
Decision Made on Application for Minor Variance of  
**Coulson Design-Build Inc.**  
**156 Fort St. (Roll No.: 3729-260-000-02700)**

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In compliance with Subsection 10 of Section 45 of The Planning Act, R.S.O. 1990, Chapter P.13, I enclose herewith a certified copy of the decision of the Committee of Adjustment with regard to the above noted file.

Please be advised that the last day for filing an appeal is **October 21, 2025**.

Subsection (12) of Section 45 of The Planning Act states that the applicant, the Minister, a specified person or any public body may within 20 days of the making of the decision appeal to the Tribunal against the decision of the Committee by filing with the Clerk of the municipality a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by payment to the Minister of the fee charged by the Tribunal as payable on an appeal from a committee of adjustment to the Tribunal.

The letter of appeal and other documents from the application file will be forwarded to the Ontario Land Tribunal. The Ontario Land Tribunal may hold a hearing of which notice will be given to such public bodies or persons and in such manner as the Tribunal may determine.

When the final date for appeal has passed and no notice of appeal is given, the decision of the Committee of Adjustment is final and binding and the applicant will be so notified and a certified copy of the decision will be filed with the Clerk of the Municipality.

Yours truly,

Janine Mastronardi, Secretary-Treasurer

COMMITTEE OF ADJUSTMENT  
DECISION OF COMMITTEE WITH REASONS  
RE APPLICATION FOR MINOR VARIANCE

The Planning Act, R.S.O. 1990, Chapter P.13, Subsection 45(8), As Amended

- (a) Name of approval authority

TOWN OF AMHERSTBURG COMMITTEE OF ADJUSTMENT
- (b) Name of applicant

RE AN APPLICATION BY (b) **Coulson Design-Build Inc.**
- (c) Brief description

LOCATION OF PROPERTY (c) **156 Fort St.**  
**(Roll No.: 3729-260-000-02700)**
- (d) As set out in application

PURPOSE OF APPLICATION: (d) The applicant is proposing the construction of a 26 ft x 22 ft, 572 sq ft, accessory structure which includes a garage on the first floor and an Additional Dwelling Unit (ADU) on the second floor with a total height to the peak of the roof of 6.3 m.

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 3(1)(c) which permits a maximum accessory structure height of 5.5 metres to the peak of the roof in a Residential Zone.

The subject parcel is 6189.25 sq ft in lot area and the single detached dwelling has a footprint of 1466.5 sq ft and a height of 5.41 m. The proposed total lot coverage is 33%.

Therefore, the amount of relief requested is 0.8 m in accessory structure height  
The subject property is designated Low Density Residential in the Town’s Official Plan and zoned Residential First Density (R1) Zone in the Town’s Zoning By-law.
- (e) Date of decision

CONCUR in the following decision and reasons for decision made on the (e) 1<sup>st</sup> day of October, 2025

DECISION: **APPROVED**
- (f) State conditions to be satisfied before granting of Minor Variance

CONDITIONS - This decision has been made subject to the following condition: (f)

1. That a grade design be approved and implemented to the satisfaction of the municipality.

2. That the proposed accessory structure be built in substantial conformity with the drawings that form part of the A/25/25 application.
- (g) State reasons for decision

REASONS FOR DECISION: (g) The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, is satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law.

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Terris Buchanan

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Anthony Campigotto

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Debbie Rollier

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Josh Mailloux

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Don Shaw

ORIGINAL DOCUMENT SIGNED

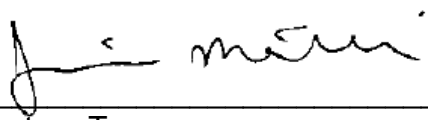
**CERTIFICATION**

*The Planning Act, R.S.O. 1990, Chapter P.13, Subsection 45(10), As Amended*

- (h) Name of approval authority

I, **Janine Mastronardi, Secretary-Treasurer** of the (h) **Town of Amherstburg** certify that the above is a true copy of the decision of the approval authority with respect to the application recorded therein.
- (i) Name & address of approval authority

Dated the 3<sup>rd</sup> day of October, 2025

  
Secretary-Treasurer  
Town of Amherstburg Committee of Adjustment  
3295 Meloche Rd, Amherstburg, ON N9V 2Y8