

## **Minutes of the Township of Douro-Dummer Committee of Adjustment Meeting**

**August 1, 2025, 9:30 AM  
Council Chambers in the Municipal Building**

**Present:** Chair - Jim Patterson  
Member - Rod Manley  
Member - Deputy Mayor Nelson  
Member - Mark Porter

**Members Absent:** Member - Robert Lamarre

**Staff Present:** Secretary-Treasurer/Clerk - Martina Chait-Hartwig  
Planner - Emily Fitzgerald  
Policy Interim - Eva Baldi

**Also Present:** Township Planning Consultant DM Wills - Diana Keay

1. Call to Order by Chair:

The Chair called the meeting to order at 9:33 a.m.

2. Land Acknowledgement

The Chair recited the Land Acknowledgement.

3. Disclosure of Pecuniary Interest:

The Chair reminded members of their obligation to declare any pecuniary interest they might have. None were declared.

4. Approval of Minutes:

**4.1 Committee of Adjustment Minutes - January 24, 2025**

**Resolution Number 05-2025**

**Moved By:** Harold Nelson

**Seconded By:** Rod Manley

That the minutes from the Committee of Adjustment Meeting, held on January 24, 2025, be received and approved, as circulated. Carried

5. Minor Variance Applications

5.1 A-01-25 (1972890 Ontario Inc.o/a PTF Holdings) Planning-2025-11

Applicant:1972890 Ontario Inc. o/a PTF Holdings (Owner)

Agent: RFA Planning Consultant Inc.

Property Description: Part Lot 2, Concession 11 (Douro), 2809 Television Road

Roll Number - 1522-010-005-07600

Township Planning Consultant, Diana Keay reviewed the report.

**In attendance:**

Bruce McHugh and Brent J.C. Perry, Owners - In support

Shawn Legere, RFA Planning Consultant Inc. – In support

**Comments from the Public:**

Marg Eggleton - Provided comments and concerns regarding the application

Joseph Ronca - Provided comments and concerns regarding the application

Mary Young and Gary Young - Provided comments and concerns regarding the application

Brenda Ibey - Provided comments and concerns regarding the application

### **Agency Comments Received:**

#### **Otonabee Region Conservation Authority (ORCA) -**

The Otonabee Region Conservation Authority (ORCA) indicated that the application is consistent with Chapter 5 of the Provincial Planning Statement (PPS), referencing Natural Hazards. ORCA has requested that at the Site Plan stage additional stormwater management water quantity details be provided which demonstrate the existing stormwater management pond is still sufficient to control stormwater flows from the property.

The subject property is not located within an area that is subject to the policies contained in the Trent Source Protection Plan (SPP). ORCA noted that the location of the expansion is beyond the regulatory jurisdiction on the property and permits from ORCA are not required.

The Engineering and Construction (E&C) Division of Planning, Development and Public Works (PDPW) Department for Peterborough County has no objections, comments or concerns with respect to this application.

Ministry of Environment, Conservation and Parks has no comment on the application.

The City of Peterborough indicated that they would not require a traffic study or intersection analysis for this development.

#### **Staff Comments:**

The application was circulated to Senior Staff on May 30, 2025. There are no concerns identified by Senior Staff.

Mr. McHugh, Mr. Perry and Mr. Legere answered questions from the public and the Committee.

### **Resolution Number 06-2025**

**Moved By:** Deputy Mayor Nelson

**Seconded By:** Rod Manley

That the Committee review and consider all verbal and written comments received regarding Minor Variance Application File A-01-25.

That the Committee approves Minor Variance Application File A-01-25 to recognize the existing deficiencies and permit the expansion of the

manufacturing plant, for the life of the structure, to facilitate the issuance of a building permit for the construction of the proposed expansion as shown on the site plan prepared by Engage Engineering, dated February 19, 2025 attached to the decision as Schedule 'A' and to bring the proposed and existing development into compliance with the Zoning By-law by permitting the following;

- To increase the total maximum ground floor area of all principal and accessory buildings and structures to 4,270.0 m (45,961.9 sq.ft),
- Recognize the existing minimum westerly yard setback of 69.0 m (227.7 ft)
- To reduce the northerly yard setback associated with the proposed expansion to 45.0 m (147.67 ft)
- To remove provision 21.137.2 which requires any accessory structure to be attached or touching the principal use building and have a minimum separation distance of 30.0 metres (98.43 ft) to any western, southern, or northern lot line.
- Recognize the increased height of the existing accessory building to 5.0 m (16.4 ft)
- To reduce the required number of parking spaces from 1 / 36 sq.m of manufacturing floor area or per 90 sq.m of warehousing to 1 / 72 sq.m of manufacturing floor area or per 90 sq.m of warehousing.
- A reduction in the driveway boundary to a residential zone from 9.0 m (29.53 ft) to 4.0 m (13.1 ft)
- An increase of the driveway width from being at least 3.0 m (9.8 ft) with a maximum of 9.0 m (29.53 ft) to a width at least 3.0 (9.8 ft) with a maximum of 10.0 m (32.8 ft).
- An increase of the maximum width of the ingress and egress driveway along the street line from 9.0 m (29.53 ft) to 10.0 m (32.8 ft).
- To include a stormwater management facility as a buffer for a planting strip

- It shall be permissible to interrupt the planting within 4.4 m (14.44 ft) instead of the required 3.0 m (9.8 ft) of the edge of such driveway or within 1.5 m (4.9 ft) of the edge of such walkway.

This variance is deemed to be minor in nature and is appropriate for the development of this land. The application maintains the general intent and purpose of the Official Plan and Zoning By-law. Approval is conditional on the following:

- Obtaining any necessary permits from Douro-Dummer Building Department and any other required ministry/agency;
  - That if any archaeological resources should be discovered during the course of development, all excavation must stop immediately, and a licensed archaeologist must be contacted. Potential significance of the findings will be assessed and mitigative options will be identified. The recommendations of the archaeologist must be followed.
- Carried

6. Next Meeting Date: To be Announced

7. Adjournment

**Resolution Number 07-2025**

**Moved By:** Harold Nelson

**Seconded By:** Rod Manley

That this meeting adjourn at 11:32 a.m.

Carried

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Chair, Jim Patterson

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Secretary-Treasurer, Martina Chait-Hartwig