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August 27, 2026

Town of Erin
Planning & Development
5684 Trafalgar Road
Erin, Ontario
N0B 1Z0

ATTN: Justin Grainger
Secretary-Treasurer

Re: Minor Variance/Redline Justification Letter
Hillsburgh Heights Inc.
5916 Trafalgar Road North
Town of Erin File No.: 23T-21002, OP21-01 and Z21-09
Candevcon File No. W21081

Dear Justin,

On behalf of Hillsburgh Heights Inc., we are preparing this justification letter in support of the Minor Variance Application and Redlined Revisions to the Plan of Subdivision located at 5916 Trafalgar Road in the Hillsburgh Urban Area. Zoning By-law Amendment No. 24-54 was passed on December 12, 2024, to permit the proposed uses and the Plan of Subdivision was subsequently approved on December 19, 2025. During the detailed engineering stage, it was discovered that the grading and slope of the subdivision would conflict with the design of some of the finished housing products. It has been determined that a small number of single detached and townhouse lots be replaced or re-oriented in a layout where they would not be impacted by slope. A Minor Variance Application was submitted to amend the approved Zoning By-law Schedule, and a Redlined Plan is being submitted to necessitate the revisions to the approved Plan of Subdivision. The Minor Variance was presented to the Committee of Adjustment on August 26, 2026, where it was subsequently approved, subject to conditions and standard appeal period.

Background

The site is located on the west side of Trafalgar Road North, north of Upper Canada Drive, specifically at 5916 Trafalgar Road North. It is legally described as Part 1 of Plan 61R-9590, Part of Lot 26, Concession 7 in the Hillsburgh Urban Area, Town of Erin. The lands have been approved for an Official Plan Amendment (OP21-01), Zoning By-law Amendment (Z21-09) and Plan of Subdivision (23T-21002) to accommodate a future subdivision for 195 single detached lots, 174 townhouse lots, a park, a school, stormwater management ponds and new public streets.

Proposal

The proposed redlined revisions of the Plan of Subdivision reflect the changes necessary to avoid conflicts with the grading and slope. Blocks affected by the slope are north of the Stormwater Management Pond near Trafalgar Road where the topography slopes down to the south. Single detached and townhouse lots have been re-lotted in this area to accommodate walk-out basements and avoid unconventional builds and retaining walls in the subdivision. Slight road and curb adjustments are necessary to accommodate the lotting changes, specifically on Streets 'G' and 'F'. Revisions of the Subdivision propose a total of 198 single detached lots and 173 townhouse lots to continue conformity with residential density targets of the County of Wellington. Table 1 outlines the changes from the Approved Plan of Subdivsion to the Redlined Revisions.

	Minimum Frontage	Minimum Depth	# of Lots Approved	# of Lots Redlined
Single Detached	13.7m	35m	126	143
Single Detached	15.2m	35m	32	20
Single Detached	18.3m	35m	13	11
Single Detached	21.3m	35m	24	24
Townhouse	7.5m	33m	174	173
Total			**369**	**371**

To reflect the Redlined Revisions, proposed changes are required to Zoning By-law No. 24-54. These changes are subject to the provisions of the UR2-101 and UR1-102 zones, as the single detached and townhouse lots provisions have been altered. The site-specific by-law does not designate separate zones for single detached and townhouses as both types of residential are permitted in Urban Residential One and Two parent zones. The following Minor Variances are being requested:

1. Under UR2-101 in Zoning By-law 24-54, add the following provisions for townhouse lots:

    a. Minimum Lot Frontage of 6.0m per unit;
    b. Maximum Building Height of 13.0m;

2. Under UR1-102 in Zoning By-law 24-54, add the following provisions for single-detached lots:

    a) Minimum Exterior Side Yard of 3.0m;
    b) Maximum Building Height of 13.0m;

In Zoning By-law No. 24-54, Urban Residential One – Exception 102 and Urban Residential Two – Exception 101 permits single detached and townhouse lots interchangeably. Both housing types are appropriate for the growing community as they meet the social, economic, health, and well-being requirements of current and future residents. The range of housing proposed in the Hillsburgh Heights subdivision promotes a

residential density that is appropriate for the area, an efficient use of land which will accommodate and enhance the Town's infrastructure capacity and resources.

The Minor Variances are considered as technical additions to an approved site-specific Zoning By-law. Supporting reports and drawings were submitted as part of the Zoning By-law Amendment Application and the residential uses are permitted as of right in the Subdivision. With a minor variance application, the four tests as prescribed in Section 45(1) of the Planning Act are applied into the requested variances as follows:

1. *Is the Application minor in nature?*
   The application is minor in nature as it contemplates technical additions to the Zoning By-law only. The revisions to the Plan of Subdivision are minor as single detached and townhouse uses are permitted on the site, and only the location of some lots are being altered.

2. *Is it desirable for the appropriate development or use of the land, building or structure?*
   The proposed variances are desirable as certain lot configurations are being changed to avoid conflicts with the builder and future resident of the lots. By configuring some single detached and townhouse lots, there will be no issues with designing and constructing uncommon houses that need to be leveled out because of the slope.

3. *Is the application in keeping with the general intent and purpose of the Zoning By-law?*
   The application conforms with Zoning By-law No. 24-54 as the provisions of the single detached and townhouse zones are not proposed to be changed. The only section of the Site-specific zoning by-law that is proposed to change are added provisions to two zones. The Schedule will not change.

4. *Is the application in keeping with the general intent and purpose of the Official Plan?*
   The application complies with the Official Plan as the residential objectives for the site remain in place and are not changing. An Official Plan Amendment was previously approved to permit Residential uses and the site is located within the Hillsburgh Urban Area.

The Redlined Revisions to the Plan of Subdivision and the Minor Variance Application are supportable as the changes have been demonstrated to be technical to the Subdivision and minor in nature. The proposal complies with the objectives of the Official Plan and Zoning By-law 24-54, with the only variances being to change two zones in the Zoning Schedule. It is our professional opinion that the changes represent good planning and can be supported from a land use planning perspective.

Sincerely,
CANDEVCON GROUP INC.

Maria Jones MCIP, RPP
Project Planner
cc. Meagan Farris
Jessica Peake
Fausto Saponara
Scott Lang