



Town of Cobourg

Committee of Adjustment – Notice of Decision

Submission No: **A-08-25**
Date of Hearing: June 17, 2025
Date of Decision: June 17, 2025

In the matter of Section 45 of the *Planning Act*, an application for a minor variance, at property municipally known as 349 Cottesmore Avenue to:

1. Permit relief from the maximum permitted lot coverage for detached accessory buildings and structures of 8%, as per section 8.1.16 of Comprehensive Zoning By-law 85-2003, to allow for a new lot coverage of 13.3% for the proposed coach house.
2. Permit relief from the required minimum lot frontage for a property with a coach house of 18.3 metres, as per section 5.28.2 of Comprehensive Zoning By-law 85-2003 (as amended by Zoning By-law 013-2017), to allow for a property with a coach house to have a lot frontage of 14.28 metres.

Name of Applicant / Agent: Andrew Smith Building Design Inc.
Property Address: 349 Cottesmore Avenue

MOTION: "THAT the Committee deny minor variance application A-08-25 to facilitate the construction of a new one-storey coach house dwelling in the rear yard of the primary dwelling, with respect to the property known as 349 Cottesmore Avenue."

DECISION: In consideration of all materials and comments presented to the committee related to the subject application, the application is **denied**.


Robert Marr, Member


David Dexter, Member

Peter Delanty, Member


Brian Murphy, Member


Terry Brown, Member

SIGNED ON: June 18, 2025
Last date of Appeal of Decision: July 7, 2025

CERTIFICATION:

I, Nicole Lizotte, Secretary-Treasurer hereby certify that this is a true copy of the decision of Town of Cobourg Committee of Adjustment and this decision was concurred in by a majority of the members who heard the application.



Nicole Lizotte,
Secretary-Treasurer to the Committee of Adjustment

Appealing to the Ontario Land Tribunal
The Planning Act, R.S.O. 1990, as amended, Section 45

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 a notice of appeal with the City Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service/> by selecting [Town of Cobourg] as the Approval Authority or by mail [Town of Cobourg, Committee of Adjustment, 55 King Street West, Cobourg, ON K9A 2M2], no later than 4:30 p.m. on or before July 7, 2025. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day.

The associated appeal fee can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario. ([Fee Chart | Ontario Land Tribunal](#)) If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for an appeal, forms are available from the OLT website at www.olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to committeeofadjustment@cobourg.ca

Note: In accordance with Section 45(12) of the *Planning Act* third party appeals by persons or individuals are not permitted. When no appeal is lodged within twenty days after the giving of notice, the decision becomes final and binding and notice to that effect will be issued by the Secretary-Treasurer.

For more information on the appeal process to the Ontario Land Tribunal (OLT), please contact: [Appeals Process - Tribunals Ontario - Environment & Land Division \(gov.on.ca\)](#) or (416) 212-6349 /1-866-448-2248.