



2021 Division Road North  
Kingsville, Ontario N9Y 2Y9  
Phone: (519) 733-2305  
[www.kingsville.ca](http://www.kingsville.ca)  
[planning@kingsville.ca](mailto:planning@kingsville.ca)

## Notice of Public Meeting: Committee of Adjustment & Appeals

**A change is proposed for:**

**100 Michelle Drive**

**The Purpose of the Meeting** is to review a request for relief from the minimum front & rear yard setbacks for an Additional Dwelling Unit (ADU)

**The Proposal** is to provide relief from the minimum front yard setback from 5.5 m (18 ft) to 4 m (13.1 ft), and relief from the minimum rear yard setback from 6 m (19.7 ft) to 4 m (13.1 ft).

**The Effect** of the proposal will allow the proposed dwelling to encroach into the minimum front yard setback by 1.5 m (4.9 ft), and the minimum rear yard setback by 2 m (6.6 ft).

**Application:** A-2025-2

**Applicant:** Nevan Branco

**Zoning Designation:** Lakeshore Residential Exception 35 (LR-35)

**Official Plan Designation:** Lakeshore Residential West

If you would like to know more about this application or to tell us what you think you can attend the Public Meeting of the Committee of Adjustment & Appeals

**WHEN:** May 20, 2025 - 6:00 p.m.

**WHERE:** Virtual meeting on Zoom – Please see the “Electronic Participation” document for instruction, attached to this notice

**OR**

**In-person by attending the public meeting at:**

**Unico Hall Community Centre, 37 Beech Street, Kingsville, ON N9Y 1A9**



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**Your comments on these matters are important.** The Town of Kingsville and the Committee encourage your input on this application.

Your comments can be submitted until 4:00 p.m. on May 20, 2025, by email [planning@kingsville.ca](mailto:planning@kingsville.ca), or by mail to:

**Town of Kingsville  
Planning Services  
2021 Division Road North  
Kingsville, ON N9Y 2Y9**

Comments and opinions submitted on these matters, including your name and address, may become part of public record, be viewed by the general public, and be published in a Planning report, Committee agenda, and minutes of the meeting.

If a person or public body that files an appeal of a decision of the Committee in respect to the proposal does not make written submissions to the Committee before a decision is made, the Ontario Land Tribunal may dismiss the appeal.

If you wish to be notified of the decision in respect of the proposed application, you must make a written request by email [planning@kingsville.ca](mailto:planning@kingsville.ca), or mail to the attention of:

**Town of Kingsville  
Planning Services  
2021 Division Road North  
Kingsville, ON N9Y 2Y9**

This will also entitle you to be advised of an appeal, if one is submitted.

For more information about this matter, contact The Town of Kingsville, Planning Services, at [planning@kingsville.ca](mailto:planning@kingsville.ca), 519-733-2305 ext. 244, or visit [www.kingsville.ca](http://www.kingsville.ca)

**Dated this 7<sup>th</sup> day of May, 2025**

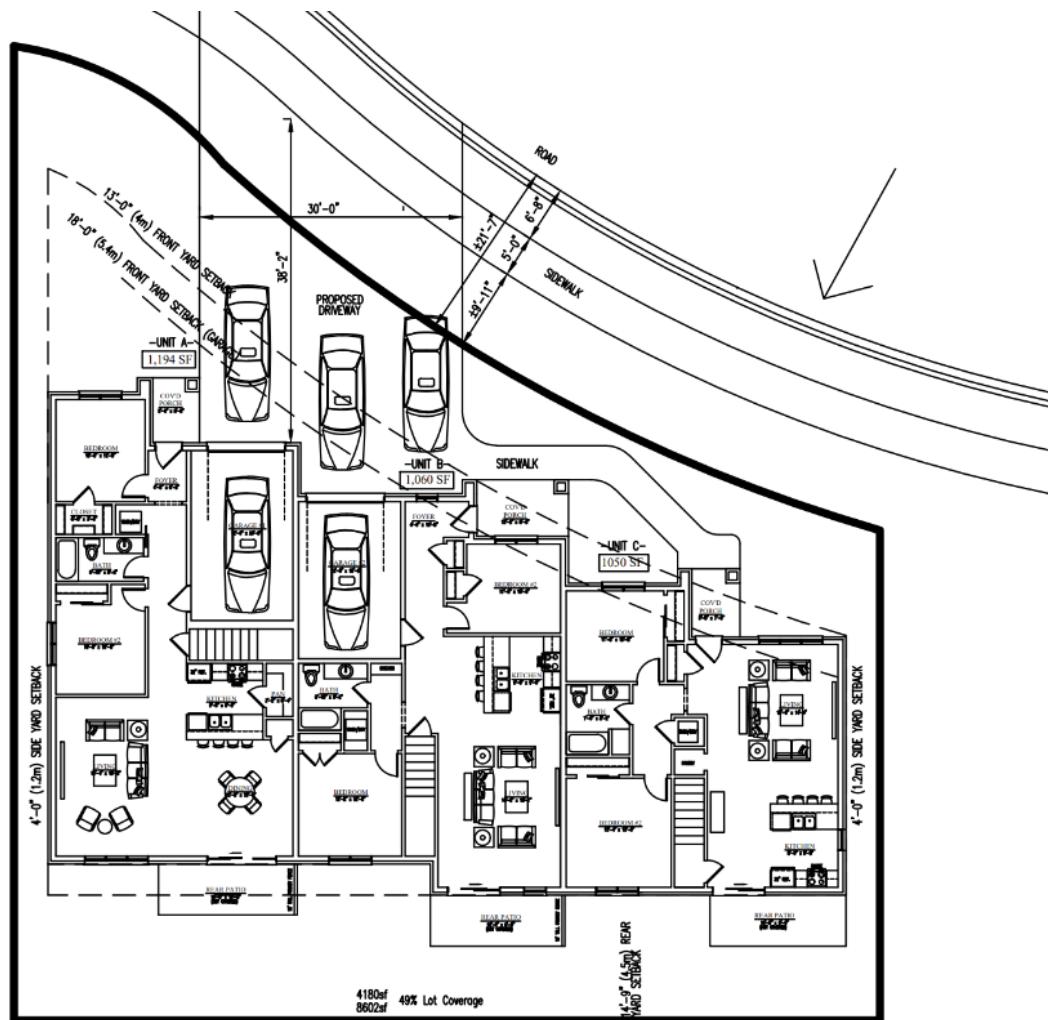


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## Location Map (Draft Plan of Subdivision)



## Site Plan





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## Electronic Participation

This meeting will be held in person, with an electronic element, in accordance with Procedural By-law 77-2021. Delegates and presenters will be provided with the option to attend in-person or electronically and spectators will be allowed into the building to watch or can continue to use the livestream option.

### If you wish to participate via zoom, please read the instructions below:

Delegates, participants, and members of the public wishing to participate electronically **must request Zoom details by 11:00 am on the date of the public meeting**, as per By-Law 77-2021. Please refer to the contact information provided with this notice.

Please note that neither a computer, nor a video sharing device, is required to participate in the meeting via Zoom. You may also opt to call in from a cell or landline.

Persons who intend to participate electronically during the meeting may wish to register/sign up in Zoom, if they have not already done so. The following information is provided for your consideration and guidance during remote participation in the meeting:

- **Please join the meeting by 5:55 PM in order to avoid any delays.** If you have not joined the public meeting while your Agenda Item is up for public comment you will have forfeited your request.
- When you join the meeting, either by phone or online, you will be admitted in as an attendee. You will not be greeted upon joining the call. You will be able to hear the meeting and see the active speaker (if you have video capability), but your mic will be muted until it is your turn to speak.
- If you join the Zoom meeting through your phone, please **Do not put the phone on hold at any time**, as this will result in broadcasting "hold music" online once your mic function is unmuted.
- To optimize call quality when using a laptop, a headset with microphone is recommended. If you are using your laptop microphone or cell phone, please speak directly into the receiver and do not use speaker phone
- **Please do not forward the Zoom meeting details with anyone or post through social media.** Only registered participants will be admitted to the Zoom meeting.
- **Participants should keep comments directly related to the matter to which they are speaking to.** Questions are to be directed to the Chairperson. Committee Members may choose to ask you follow-up questions following your remarks, comment, or ask staff to respond to your comments.
- After providing your comments and answering any questions that may be directed to you, the Meeting Coordinator will disconnect you from the Zoom meeting.

### For more information, please contact:

Town of Kingsville, Planning Services

Phone: 519-733-2305 Ext. 244

Email: [planning@kingsville.ca](mailto:planning@kingsville.ca)

The Corporation of the Town of Kingsville

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