



## Minutes

### Committee of Adjustment

March 25, 2025, 3:00 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

**MEMBERS PRESENT:** Chair Brian Green  
Vice Chair Gail McCartney  
Member Dinesh Shah

#### MEMBERS

**ABSENT/REGRETS:** Member Markus Hawco  
Member Tyler Hopkins

**STAFF PRESENT:** Sabine Robart, Manager of Planning and Heritage  
Kevin Linthorne, Chief Building Official  
Matt Pierog, Engineering Technologist  
Allison Penner, Secretary-Treasurer

---

#### 1. CALL TO ORDER

Chair Green called the meeting to order at 3:00 p.m.

#### 2. CALL FOR ADDITIONAL BUSINESS

There was no additional business.

#### 3. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 4. CONFIRMATION OF MINUTES

4.a Minutes of the Committee of Adjustment meeting held on February 25, 2025

CA-250325-001

Moved by Vice Chair McCartney

**"THAT the minutes of the Committee of Adjustment meeting held on February 25, 2025 be approved as printed."**

Carried.

## 5. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

## 6. ANNOUNCEMENT BY THE CHAIR

Please be advised that the *Planning Act* of Ontario indicates that if anyone other than the applicant or agent wishes to receive notice of the decision of the Committee of Adjustment, or in the event that the Committee defers its decision or notice of further proceedings respecting the application, such person or persons must leave their names and addresses in writing with the Secretary-Treasurer of the Committee prior to leaving the hearing.

In addition, only the applicant, the Minister or a specified person or public body that has an interest in the matter has the right to appeal the decision of the Committee of Adjustment within the defined appeal period. More information concerning how to appeal a decision of the Committee of Adjustment to the Ontario Land Tribunal may be obtained from the Community Services Department (Planning Division) in City Hall.

## 7. APPLICATIONS

### 7.a Application File Nos. A02-2025 and B02-2025 for 859 7th Avenue East

The Secretary-Treasurer provided an overview of application A02-2025, including property details and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff report, including a description of the policy framework, an overview of the facts of the application, a description of the proposed conditions of approval, and provided responses to the questions posed in the submitted public comment. Ms. Robart recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-034.

The applicant, Ron Davidson, Land Use Planning Consultant, advised that the requested minor variance will allow for construction on both lots. Mr. Davidson noted the Provincial Planning Statement and City Official Plan support infill development, modest intensification, and efficient use of municipal serviced lands, such as in this request.

In response to a question from Committee, Ms. Robart noted that the minor variance will allow the enlarged lot to have seven (7) metres of frontage, a reduction from the typically required twelve (12) metres.

There were no questions or comments from members of the public.

CA-250325-002

Moved by Vice Chair McCartney

**"THAT in consideration of Staff Report CS-25-034 respecting Minor Variance A02-2025 by Ron Davidson Land Use Planning Consultant Inc. for the property known as 859 7<sup>th</sup> Avenue East, the Committee of Adjustment**

**approves the minor variance as the Committee concludes that the requested variance maintains the general intent and purpose of the City's Official Plan and Zoning By-law, is minor in nature, and desirable for the appropriate development and use of the lands, subject to the conditions outlined in Schedule 'E'."**

Carried.

The Secretary-Treasurer provided an overview of application A02-2025, including property details and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff report, including a description of the policy framework, an overview of the facts of the application, and a description of the proposed conditions of approval. Ms. Robart recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-033.

There were no comments from the applicant.

There were no questions or comments from members of the public.

The Committee had no questions or requests for information from staff.

CA-250325-003

Moved by Vice Chair McCartney

**"THAT in consideration of Staff Report CS-25-033 respecting a consent for lot addition for the property known as 859 7<sup>th</sup> Avenue East, the Committee of Adjustment approves Consent Application B02-2025 by Ron Davidson Land Use Planning Consultant Inc. subject to the conditions outlined in Schedule 'E'."**

Carried.

7.b Staff Delegated Approval: Application File No. B03-2025 for 887-889 2nd Avenue East

The Manager of Planning and Heritage advised that the Planning Act and the City's Committee of Adjustment By-law allow municipal staff the opportunity to approve undisputed consent applications without having to go through a Committee of Adjustment hearing. Ms. Robart advised that an undisputed consent would be considered a consent that is technical in nature and meets the following criteria:

- is recommended for approval, with or without conditions, by City staff;
- has no unresolved objections or concerns raised during the commenting period from agencies or the public; and
- does not necessitate a minor variance or an amendment to the City's Zoning By-law in force at the time of the application.

Ms. Robart noted that for every undisputed consent the Director of Community Services, the applicant, or the applicant's agent is entitled to refer the item back to the Committee of Adjustment should they choose to. The Planning Act processes, like circulating notice of the application, giving notice of the decision, and the appeal period will continue as usual.

7.c Staff Delegated Approval: Application File No. B04-2025 for 3195 Bayshore Road

The Manager of Planning and Heritage advised that this application is also an undisputed consent and therefore the subject of staff delegated approval per the criteria and processes outlined under Item 7.b.

**8. CORRESPONDENCE PROVIDED FOR INFORMATION**

There were no correspondence items presented for information

**9. DISCUSSION OF ADDITIONAL BUSINESS**

There was no additional business.

**10. NEXT MEETING**

The next regularly scheduled meeting is April 22, 2025.

**11. ADJOURNMENT**

The business contained on the agenda having been completed, Chair Green adjourned the meeting at 3:25 p.m.