



COMMITTEE OF ADJUSTMENT
July 22, 2025
PUBLIC HEARING MINUTES

Members Present:

Stephen Trotter, Chair
Graydon Ebert, Member
Jay Dolan, Member
Andrea Butcher-Milne, Member

Staff Present:

Andrew Gameiro, Supervisor of Planning and Zoning Enforcement
Daniel Frangione, Deputy Secretary-Treasurer/Planner
Krishtian-Tyler Rampersaud, Planner
Olga Sanchez, Technical Coordinator

1. CALL TO ORDER

2. DECLARATIONS OF CONFLICT – POTENTIAL PECUNIARY INTEREST

There were none.

3. REQUESTS FOR DEFERRAL/WITHDRAWALS/ADJOURNMENT

There were none.

4. ADOPTION OF MINUTES

The minutes of the Committee of Adjustment hearing held on June 24, 2025, were adopted as circulated.

5. STATUTORY PUBLIC HEARINGS

5. (a) MINOR VARIANCE APPLICATION: A38/25 – 252 Greer Street
APPLICANT: The Jones Consulting Group Inc., c/o Ray Duhamel, on behalf of Mattamy (Lockhart) Limited

This application, if granted by the Committee of Adjustment, will serve to permit the construction of two (2) street townhouse blocks containing nine (9) units each, for a total of eighteen (18) units.

The applicant is seeking the following minor variance(s):

1. To permit the construction of 9 street townhouse units in a row, whereas the Comprehensive Zoning By-law 2009-141, under Section 5.4.2.3 permits no more than 8 street townhouse units in a row;
2. An exterior side yard setback to the front porch of 1.0 metres, whereas the Comprehensive Zoning By-law 2009-141, under Section 14.6.3 (Table 14.6.2), requires a minimum side yard setback of 1.5 metres;
3. A front yard setback to the front porch of 2.2 metres, whereas the Comprehensive Zoning By-law 2009-141, under Section 5.4.3.2b) requires a minimum front yard setback of 3.0 metres; and,
4. To permit soft landscaping in the front yard setback areas, whereas the Comprehensive Zoning By-law 2009-141, under Section 5.4.3.2(a) requires that front yard setback areas be fully paved.

REPRESENTATION:

Ray Duhamel, Agent

INTERESTED PERSONS:

There were none.

WRITTEN COMMENTS RECEIVED:

Development Services – Planning: Comments dated July 14, 2025

Development Services – Transportation Planning: No comments

Development Services – Parks Planning: Comments dated July 14, 2025

Development Services – Approvals Branch: July 15, 2025

Building Services: No comments

Finance Department: DCA comments dated July 16, 2025 and Tax Comments dated July 14, 2025

Technical & Stormwater Operations: Comments dated July 15, 2025

Alectra Utilities: Comments dated July 8, 2025

DISCUSSION:

Ray Duhamel, the agent, provided a presentation to the Committee members and discussed topics including location and site description, surrounding land uses, official plan designation and zoning, proposed concept plan, minor variance requests, and the four tests of a minor variance.

The Secretary-Treasurer read a summary of all comments received to date.

The Committee opened discussions to the public. There were no comments from the public.

Chairman Trotter asked the applicant's agent to clarify how the proposed townhouse lots would be subdivided to facilitate the future sale of the units/lots. Ray Duhamel confirmed that the townhouse lots would be created through the City's Part Lot Control process once the foundation has been poured for the townhouse blocks to ensure the lots are created accurately. Chairman Trotter also asked the applicant's agent if fencing or an entry feature would be located adjacent to the end units on the townhouse blocks. Ray Duhamel confirmed that fencing would be provided but an entry feature to the subdivision is not proposed at the location of the subject property.

The Committee made a motion to approve the application with conditions as outlined by staff.

DECISION:

The decision of the Committee is that the application be granted with conditions.

Motioned by: Graydon Ebert, Member

CARRIED

5. (b) MINOR VARIANCE APPLICATION: A39/25 – 35 Fraser Court

APPLICANT: ISM Architects Inc., c/o Ian Malcolm and Becki Krisko, on behalf of 35 Fraser Court Holdings Inc.

This application, if granted by the Committee of Adjustment, will serve to facilitate the development of a 1,840.4 square metre addition to an existing industrial building, together with silos located in the front yard of the subject property, adjacent to Highway 400.

The applicant is seeking the following minor variance(s):

1. To permit accessory buildings or structures within the front yard, whereas Comprehensive Zoning By-law 2009-141, under Section 7.2.4, does not permit accessory buildings or structures within the front yard.

REPRESENTATION:

Ian Malcom, Agent

INTERESTED PERSONS:

There were none.

WRITTEN COMMENTS RECEIVED:

Development Services - Planning: Comments dated July 14, 2025

Development Services – Transportation Planning: No comments

Development Services – Parks Planning: Comments dated July 14, 2025

Development Services – Approvals Branch: No comments

Building Services: No comments

Finance Department (DCA and Tax Revenue): No comments

Technical and Stormwater Operations: No comments

Alectra Utilities: Comments dated July 8, 2025

DISCUSSION:

Ian Malcom, the agent, provided an overview of the development proposal, the status of the active site plan application, and the requested variance. Mr. Malcolm noted that the site plan application has been reviewed comprehensively by City staff and applicable external agencies and there are no concerns with the proposed variance, as reflected in the staff and agency comments provided to the Committee.

The Secretary-Treasurer read a summary of all comments received to date.

The Committee opened discussions to the public. There were no comments from the public.

Chairman Trotter asked if any land conveyances were required by the Ministry of Transportation (MTO) to facilitate future highway expansions. Andrew Gameiro, Supervisor of Planning and Zoning Enforcement, confirmed that land conveyances cannot be secured through a Minor Variance Application. However, Mr. Gameiro noted that land conveyances can be taken by Public Authorities such as the MTO through the site plan process. As such, any required land conveyances would be secured through the active site plan application, prior to the registration of the site plan agreement. Additionally, Mr. Gameiro noted that the development proposal is located outside of the MTO's 14 metre setback, also known as a protection zone, so any future highway widenings could be accommodated without impacting buildings, structures and associated amenities and private infrastructure located on the site.

The Committee made a motion to approve the application with conditions as outlined by staff.

DECISION:

The decision of the Committee is that the application be granted with conditions.

Motioned by: Andrea Butcher-Milne, Member
CARRIED

5. (c) MINOR VARIANCE APPLICATION: A40/25 – 50 Donald Street

APPLICANT: Montieth Planning Consultants, c/o Alicia Monteith, on behalf of Adrian Pannozzo

This application, if granted by the Committee of Adjustment, will facilitate the construction of a three (3) storey, ten (10) unit walk-up rental apartment building

The applicant is seeking the following minor variance(s):

1. To recognize an existing lot frontage of 17.7 metres, whereas the Comprehensive Zoning By-law 2009-141, under Section 5.3.1 (Table 5.3), requires a minimum lot frontage of 21 metres.
2. A maximum gross floor area of 90 percent of lot area, whereas the Comprehensive Zoning By-law 2009-141, under Section 5.3.1 (Table 5.3), permits a maximum gross floor area of 60 percent of lot area.
3. A side yard setback of 1.5 metres, whereas the Comprehensive Zoning By-law 2009-141, under Section 5.3.1 (Table 5.3), requires a minimum side yard setback of 1.8 metres.
4. A landscaped open space of 30 percent of lot area, whereas the Comprehensive Zoning By-law 2009-141, under Section 5.3.1 (Table 5.3), requires a minimum landscape open space of 35 percent of lot area.
5. A maximum density of 96 units per net hectare, whereas the Comprehensive Zoning By-law 2009-141, under subsection 5.2.5.1(c), requires a maximum density of 53 units per net hectare.
6. A landscape buffer width of 1.5 metres, whereas the Comprehensive Zoning By-law 2009-141, under Sections 5.3.7.1 and 5.3.7.2, requires a minimum 3 metre landscape buffer width adjacent to a parking area and along the side and rear lot lines of any lot occupied by an Apartment Dwelling.
7. A reduced parking ratio of 1.0 spaces per dwelling unit, whereas the Comprehensive Zoning By-law 2009-141, under Section 4.6.1, Table 4.6, requires a minimum of 1.5 spaces per dwelling unit.

REPRESENTATION:

Alicia Monteith, Agent

INTERESTED PERSONS:

Katherine Browning

WRITTEN COMMENTS RECEIVED:

Development Services - Planning: Comments dated July 15, 2025

Development Services – Transportation Planning: No comments

Development Services – Parks Planning: Comments dated July 14, 2025

Development Services – Approvals Branch: Comments dated July 15, 2025

Building Services: No comments

Finance Department – DCA: Comments dated July 16, 2025

Finance Department – Tax Revenue: Comments dated July 14, 2025

Alectra Utilities: Comments dated July 8, 2025

DISCUSSION:

Alicia Monteith, the agent, provided a presentation to the Committee members and discussed topics including the location and site description, surrounding land uses, official plan designation and zoning, proposed concept plan, minor variance requests, and the four tests of a minor variance.

The Secretary-Treasurer read a summary of all comments received to date.

The Committee opened discussions to the public. A member of the public asked the applicant and staff if proper measures would be implemented during construction to protect private and shared boundary trees on neighbouring lots. Andrew Gameiro, Supervisor of Planning and Zoning Enforcement, confirmed that the approval of the application would be conditional upon the applicant submitting a Tree Inventory, Assessment, Canopy Survey and Preservation Plan to the satisfaction of the City to ensure that proper tree protection measures are in place. Additionally, Mr. Gameiro noted that the developer cannot harm or remove private or shared boundary trees without the authorization of the affected property owner. Finally, Member Andrea Butcher-Milne asked the applicant's agent if the barrier-free parking space would be utilized, as there were no accessible units proposed on the ground floor and the building would not contain an elevator. Ms. Monteith

confirmed that parking on-site would be unbundled, meaning that parking spaces would be allocated as required when renting out units to future tenants.

The Committee made a motion to approve the application with conditions as outlined by staff.

DECISION:

The decision of the Committee is that the application be granted with conditions.

Motioned by: Jay Dolan, Member
CARRIED

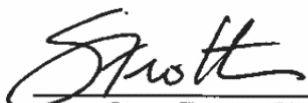
6. **OTHER BUSINESS**

7. **DATE OF NEXT MEETING**

August 26, 2025

8. **ADJOURNMENT**

The meeting was adjourned at 6:00 p.m.



Steve Trotter, Chair

Daniel Frangione, Deputy Secretary-Treasurer