



COMMITTEE OF ADJUSTMENT MEETING MINUTES

January 18, 2024, 6:00 p.m.

Members Present: Steve Bartolini, Angelo Miniaci, Eric Lehtinen, Allan Killin (virtual)

Members Absent: Margaret Louter, Paul Johnston

Staff Present: Natalie Thomson, Secretary-Treasurer
Aimee Alderman, Senior Planner
Bruce Zvaniga, Chief Administrative Officer

1. CALL TO ORDER

Chair Eric Lehtinen called the meeting to order and confirmed quorum at 6:00 p.m.

2. ADOPTION OF AGENDA

Allan Killin added an item under new business: Update on Procedural By-law.

Moved by: Angelo Miniaci

that the agenda be adopted, as amended.

3. CONFLICT OF INTEREST

There were no conflicts declared.

4. REQUEST FOR WITHDRAWAL OR ADJOURNMENT

There were no requests for withdrawal or adjournment.

5. APPLICATIONS

5.1 Minor Variance Application A-36/23 – 146 East and West Line, CDS-24-013

Natalie Thomson summarized the notice.

Aimee Alderman summarized the staff report.

Jake Redecop (agent) was present on behalf of the application.

The Chair called on those registered to speak in support or against the proposal. There was no one in the audience who wished to speak for or against the application.

The Committee inquire about the large scaling of the proposed detached garage. Aimee Alderman noted that the maximum lot coverage for an accessory structure is 8% and the proposal fell within the zoning parameters and that the only variance was for height.

Moved by: Steve Bartolini

to accept the recommendation of the staff report that Minor Variance Application A-36/23 for 146 East and West Line be approved subject to the following conditions:

1. That an archaeological assessment be completed at the owner/applicants' expense for the area of site alteration required to accommodate the proposed accessory structure, and that no demolition, grading or other soil disturbances shall take place on the subject property prior to the Ministry of Citizenship and Multiculturalism confirming to the Town that all archaeological resources concerns have met licensing and resource conservation requirements, and that a copy of all archaeological assessment reports and Ministry Compliance Letters are submitted to the Town, to the satisfaction of the Town; and,
2. That the applicant/owner provides a written undertaking, to the satisfaction of the Town, confirming that the accessory structure does not contain any plumbing, bedroom and/or living spaces.

Decision: RECOMMENDATION ACCEPTED / APPLICATION APPROVED.

Reasons: The Committee of Adjustment considered all the written and oral submissions and agrees with the minor variance report analysis and recommendation that this application meets the four Planning Act tests for minor variance:

2. The variance is minor in nature.
3. The variance is appropriate for the development of the land.
4. The general intent and purpose of the Zoning By-law is maintained.

5. The general intent and purpose of the Official Plan is maintained.

The Chair summarized the decision.

5.2 Minor Variance Application A-37/23 – 265 Ricardo Street, CDS-24-008

Natalie Thomson summarized the notice.

Aimee Alderman summarized the staff report.

Chris Stanczak (Landscape Florida Inc.) was present on behalf of the application.

The Chair called on those registered to speak in support or against the proposal. There was no one in the audience who wished to speak for or against the application.

Discussion took place regarding the property line as it relates to the shoreline and water. Chris noted there was no public access at the waterfront onto the property.

Moved by: Angelo Miniaci

to accept the recommendation of the staff report that Minor Variance Application A-37/23 for 265 Ricardo Street be approved subject to the following condition:

1. That an archaeological assessment be completed at the owner/applicants' expense for the entire property, and that no demolition, grading or other soil disturbances shall take place on the subject property prior to the Ministry of Citizenship and Multiculturalism confirming to the Town that all archaeological resources concerns have met licensing and resource conservation requirements, and that a copy of all archaeological assessment reports and Ministry Compliance Letters are submitted to the Town, to the satisfaction of the Town.

Decision: RECOMMENDATION ACCEPTED / APPLICATION APPROVED.

Reasons: The Committee of Adjustment considered all the written and oral submissions and agrees with the minor variance report analysis and recommendation that this application meets the four Planning Act tests for minor variance:

2. The variance is minor in nature.

3. The variance is appropriate for the development of the land.
4. The general intent and purpose of the Zoning By-law is maintained.
5. The general intent and purpose of the Official Plan is maintained.

The Chair summarized the decision.

5.3 Minor Variance Application A-38/23 – 318 Victoria Street, CDS-24-009

Natalie Thomson summarized the notice.

Aimee Alderman summarized the staff report.

Holly Clifford (homeowner) was present on behalf of the application.

The Chair called on those registered to speak in support or against the proposal. There was no one in the audience who wished to speak for or against the application.

Committee members had no questions or comments about the proposal.

Moved by: Angelo Miniaci

to accept the recommendation of the staff report that Minor Variance Application A-38/23 for 318 Victoria Street be approved subject to the following condition:

1. That an archaeological assessment be completed at the owner/applicants' expense for the entire property, and that no demolition, grading or other soil disturbances shall take place on the subject property prior to the Ministry of Citizenship and Multiculturalism confirming to the Town that all archaeological resources concerns have met licensing and resource conservation requirements, and that a copy of all archaeological assessment reports and Ministry Compliance Letters are submitted to the Town, to the satisfaction of the Town.

Decision: RECOMMENDATION ACCEPTED / APPLICATION APPROVED.

Reasons: The Committee of Adjustment considered all the written and oral submissions and agrees with the minor variance report analysis and recommendation that this application meets the four Planning Act tests for minor variance:

2. The variance is minor in nature.

3. The variance is appropriate for the development of the land.
4. The general intent and purpose of the Zoning By-law is maintained.
5. The general intent and purpose of the Official Plan is maintained.

The Chair summarized the decision.

6. MINUTES FOR APPROVAL

The December 21, 2023 minutes were approved by unanimous consent.

7. NEW BUSINESS

Allan Killin brought up several discussion points that relates to ongoing updates to the Town's Procedural By-law.

Topics include:

- speaking rights during meetings
- reporting to Council as deemed necessary
- usage of Town issued iPad only

Angelo Miniaci voiced concerns of only using one iPad instead of having multiple screens during meetings to review reports, view zoning provisions, drawings and site photos all at once.

8. NEXT MEETING DATE

Thursday February 15, 2024 at 6:00pm.

9. ADJOURNMENT

The meeting was adjourned at 6:35pm.