

Committee of Adjustment Meeting Minutes

The Committee of Adjustment met in person in the Council Chambers on December 11, 2024 at 3:00 p.m.

Those in attendance were:

Chair: Chuck Arrand
Member: Marc Royal
Member: Ken Walker
Member: Gord Zeggil

Councillor: Robert McArthur

Regrets: None

Staff: Deputy Secretary Treasurer, Lori Kennedy
Secretary Treasurer, Colin Ens Funk
Community Planner, Nick Ainley
Community Planner, Danielle Waters
Manager of Planning, Rossalyn Workman

1. Call to Order

The Chairman called the meeting to order at 3:02 pm.

2. Minutes

3.1 Minutes of the Committee of Adjustment meeting held on October 9, 2024.

Resolution:

Moved by Marc Royal, Seconded by Ken Walker, Be It Resolved That the Committee of Adjustment hereby approve the minutes dated October 9, 2024, as presented. Motion Carried.

3. Disclosure of Disqualifying Interest and General Nature Thereof

None.

4. Applications

4.1 Minor Variance File 24-A18 – 221 Cherry Street (Phillips)

The purpose of the application is to request the following relief from the Zoning By-law:

Zoning Section	Section Description	Required	Proposed	Variance
3.10.2 i)	<i>Maximum Height of Accessory Buildings</i>	4.5 m (14.7 ft)	5.2 m (17.0 ft)	0.7 m (2.3 ft)
3.10.2 k)	<i>Maximum Gross Floor Area of All Accessory Buildings</i>	64 m ² (667 ft ²)	111 m ² (1200 ft ²)	47 m ² (505 ft ²)

The effect of the application is to allow construction of a detached accessory building to be used for personal storage on the property.

The Deputy Secretary read the notice of application and advised that circulation of the application was mailed on November 26, 2024, to the applicant, appropriate agencies, and property owners within 60 metres. The Secretary advised that comments were received from the Township of Clearview Public Works Department and Nottawasaga Valley Conservation Authority, Township of Clearview Building Department, and neighbours.

The Deputy Secretary advised that the staff recommendation is that the application is deferred due to an error in the notice and should be circulated for the February Committee of Adjustment meeting.

The Chairman asked Community Planner Waters to provide any additional information. Planner Waters clarified that the notice erroneously stated that the variance requested was .07 m instead of 0.7 m, and this error led to the recommendation for deferral.

The Chairman welcomed Planner Waters to the Township of Clearview, and her first Committee meeting.

The Chairman asked the Committee if they had any questions or comments, and whether they agreed with the deferral. They did not have any questions.

Resolution:

Moved by Ken Walker, Seconded by Marc Royal, Be It Resolved That Minor Variance Application 24-A18 be deferred to the next meeting, on the 2nd Wednesday of the month of February. Motion Carried.

1.2 Minor Variance File 24-A19 – 7833 Poplar Sideroad (Rockwell/Trafford)

The purpose of the application is to request relief from Section(s) 2.5.1 & 3.5.2 n) of the Zoning By-law: Accessory dwelling unit maximum habitable living space, from 111 m² to 148 m². The total variance requested is 37 m².

The effect of the application is to renovate and convert the existing detached accessory building located on the property into a detached accessory dwelling unit.

The Deputy Secretary read the notice of application and advised that circulation of the application was mailed on November 26, 2024, to the applicant, appropriate agencies, and property owners within 60 metres. The Deputy Secretary advised that comments were received from the Township of Clearview Public Works Department, Township of Clearview Building Department, Nottawasaga Valley Conservation Authority, and a neighbour as outlined in the Planning Recommendation Report, and that the staff recommendation is that this application is approved.

The Chairman asked Community Planner Ainley to provide any additional information. Planner Ainley had no additional information to add.

The Chairman welcomed Jeff Rockwell, and asked if there was anything to add to the Committee's consideration of the file. Mr. Rockwell said there was nothing to add, and thanked the Committee for their time, and apologized for the extra work resulting from the building exceeding the requirements.

The Chairman asked the Committee if they had any questions or comments. Councillor McArthur asked staff about comments received from the NVCA, regarding a development permit. Planner Ainley said he would inquire with the NVCA whether a permit is required, given a confusing comment by the NVCA.

Mr. Rockwell said that he does have an email from the NVCA saying that the building was clear and approved by the NVCA.

The Chairman asked if the Committee if they had any questions. They had none.

Resolution:

Moved by Marc Royal Seconded by Ken Walker, Be It Resolved That Minor Variance Application 24-A19 be approved as applied for. Motion Carried.

5. New Business

No new business.

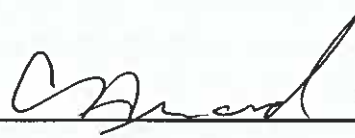
7. Next Meeting – February 12, 2025

The Chairman thanked the members of the public for attending and clarified that the application for 221 Cherry Street was deferred because of a clerical error in the notice, and that a new notice with correct numbers will be delivered to neighbours, and that the Committee will review the application at the next meeting in February.

8. Adjournment

Resolution:

Moved by Gord Zeggil, Seconded by Marc Royal, Be It Resolved, that the Committee of Adjustment hereby be adjourned at 3:14p.m. Motion Carried.



Chuck Arrand, Chair



Lori Kennedy, Deputy Secretary-Treasurer

Board & Committee Meeting Minutes are not a Final Document of the Corporation until adopted by the Board/Committee.