



Stratford Committee of Adjustment

**Public Hearing Pursuant to Sections 45 and 53 of the
*Planning Act R.S.O 1990, Ch. P.13.***

Minutes

Date: Wednesday, September 18, 2024

Time: 4:00 p.m.

Location: Stratford City Council Chamber (upper level), located at 1 Wellington Street, Stratford.

Committee Members: Andy Bicanic – Chair, Ajay Mishra, Justine Nigro, Charlene Gordon

Member Regrets: None

Staff: Alex Burnett – Planner, Marc Bancroft – Manager of Planning, Adam Betteridge - Director of Building and Planning, Sophia Mello – Student Planner, Jade McGowen – Student Planner

1. Call to Order

The Chair called the meeting to order at 4:00 p.m.

Opening remarks and land acknowledgement.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

The Municipal Conflict of Interest Act requires any member declaring a pecuniary interest and the general nature thereof, where the interest of a member has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member and to otherwise comply with the Act.

Name, Item and General Nature of Pecuniary Interest

There were no disclosures of pecuniary interests made at the September 18, 2024, Committee of Adjustment meeting.

3. Adoption of the Previous Minutes

Motion by: J. Nigro

Seconded by: A. Mishra

THAT the minutes from the Stratford Committee of Adjustment meeting dated August 14, 2024, be adopted as printed.

Carried.

4. Current Applications

4.1 A24-24 – 460 Huron Street

Owner: Richard Paradis

Agent: N/A

Request: The purpose of application A24-24 is to permit an additional residential dwelling unit in the basement of the existing single detached dwelling. The effect of application A24-24 is the expansion of a legal non-conforming use to facilitate an additional dwelling unit within an existing single detached dwelling below the first storey.

Permission requested:

1. Regulation 7.3.2.1. – To permit an additional dwelling unit below the first storey of the existing single detached dwelling.

Agency Comments

The application was circulated to agencies for comments on August 26th, 2024.

The following comments were received:

City of Stratford Infrastructure and Development Services Department – Engineering Division:

- Confirm that the existing sanitary/storm/water services are appropriately sized for the intended use in accordance with the OBC. It is the property owner's responsibility to confirm the condition of their existing services if they are to be reused. Provide the private drain connection (servicing) details once available to the Engineering Division.

City of Stratford Building and Planning Department – Building Services:

- No concerns with the request.
- Building permit is required to be obtained prior works commencing for this project. Applicant is to submit all planning approvals to the Plans Examiner to go with their current building permit application. Any question relating to the building permit please continue to contact

Russell Harley (rharry@stratford.ca) as they are the plans examiner on the building permit application.

City of Stratford Community Services Department – Parks Division:

- No concerns

City of Stratford Clerks Department:

- Recommends all parking requirements be maintained and supports the creation of additional housing in the City of Stratford.

Festival Hydro:

- If there are any changes required to the existing electrical service or metering as part of the project, customer to contact Festival Hydro 'Services' to request a service layout.

Upper Thames River Conservation Authority:

- No objections or requirements for this application.

Public Comments

Public Notice was provided to area property owners in accordance with the provisions of the Planning Act on August 30th, 2024. In addition, notice of the proposed application was published in the Town Crier of the Beacon Herald on August 31, 2024.

Two (2) letters were received from residents of the neighbourhood. Concerns include the use of the proposed Additional Dwelling Unit (ADU) as a short-term rental as well as parking availability and potential overflow onto abutting properties.

A. Burnett presented his report and recommendation to the Committee.

A. Burnett advised that recent provincial legislation allows up to two accessory dwelling units (ADUs) on residential properties without a Zoning By-law Amendment. The application seeks to build an ADU in the basement of an existing single-detached dwelling, but the property is zoned "Commercial" and requires permission to expand the legal non-conforming use.

A. Burnett presented that he is of the opinion that the proposed permission is appropriate given the long-standing residential use, despite the Zoning By-law only permitting dwelling units above the first storey. Approval is needed under Section 45(2) of the Planning Act to proceed.

A. Burnett advised that concerns had been raised on potential short-term accommodation use and parking issues. A. Burnett clarified that short-term rentals would no longer be allowed if the ADU was approved, and there is adequate space for parking. Based on this, Planning Staff recommend granting permission to expand the legal non-conforming residential use to facilitate the development of the ADU.

The applicant was given an opportunity to provide comments.

Richard Paradis, property owner/applicant, expressed that he had nothing to add to A. Burnett's report.

Questions were then opened to the Committee.

A. Bicanic asked if A. Burnett could clarify the prohibition of a short-term accommodation as it relates to additional dwelling units.

A. Burnett clarified that the City's zoning by-law as it applies to the subject property does not allow a short-term accommodation use within a multi-unit residence.

Questions were then opened to the public.

Iain Reynolds, 413 Hibernia Street - supports the intensification of the neighbouring residential property for an additional dwelling unit but has concerns about parking.

Mr. Reynolds raised past issues with residents and visitors of 460 Huron Street using their property for overflow parking and access, and requested confirmation that the proposal provides adequate parking and a site plan showing the parking arrangement.

Mr. Reynolds also expressed concerns about a shared gate on the shared property line.

Mr. Paradis responded supporting the concerns of Mr. Reynolds, noting that he will ensure no issues will arise moving forward.

Public discussion closed.

Decision of the Committee

Moved by: C. Gordon

Seconded by: J. Nigro

**THAT the City of Stratford Committee of Adjustment APPROVE
Application A24-24, submitted by Richard Paradis for lands described**

as Plan 11 Lot 16 and municipally addressed as 460 Huron Street in the City of Stratford, as it relates to:

1. Regulation 7.3.2.1. – To permit an additional dwelling unit below the first storey of an existing single detached dwelling under Section 45(2)(a)(ii) of the Planning Act, R.S.O. 1990.

Carried.

5. New Business

- 5.1** A. Betteridge introduced Marc Bancroft as the City's new Manager of Planning. M. Bancroft expressed his excitement to join the City of Stratford, and is looking forward to working with the Committee of Adjustment.
- 5.2** A. Betteridge introduced Sophia Melo and Jade McGowan, Planning Students from the University of Waterloo's School of Planning.
- 5.3** A. Betteridge informed the Committee of Adjustment that, at its last Regular Meeting, Council appointed Roger Black to assume the vacant position on the Committee of Adjustment. A. Betteridge noted that the City Clerk's Department is still in the process of finalizing the appointment process with Mr. Black, and it is hoped that Mr. Black will be able to assume his position at the next Committee of Adjustment meeting.

- 6. Next Meeting** – October 16, 2024, at 4:00 p.m. – City Hall Council Chambers (upper level), located at 1 Wellington Street, Stratford.

7. Adjournment

Motion by: J. Nigro

Seconded by: C. Gordon

THAT the September 18, 2024, Stratford Committee of Adjustment meeting adjourn.

Carried.

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