



Stratford Committee of Adjustment

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

AGENDA

Date: Wednesday, April 16, 2025

Time: 4:00 p.m.

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

1. Call to Order

The Chair to call the meeting to order.

Opening remarks

Land acknowledgement

Respectful Conduct Statement

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

3. General Business

4. Adoption of the Previous Minutes

Motion by:

Seconded by:

THAT the minutes from the Stratford Committee of Adjustment hearing dated March 19, 2025 be adopted as printed.

5. Current Applications

5.1 A06-25 – 489 Douro Street

The purpose and effect of minor variance application A06-25 is to allow the Parking Aisle portion of a Parking Area to be located in the required front yard setback which includes land within 7.5 metres of the front lot line. The Parking Aisle portion of the Parking Area would remain approximately 1.96 metres from the front lot line. This minor variance would facilitate the construction of a new commercial-industrial building for a contractor's shop. Specifically, the requested variance is:

- Table 5.3.2 iv) "Where Parking Areas & Parking Aisles are Permitted" – to allow a Parking Area in the required front yard setback.

5.2 A03-25 – 448 Ontario Street

The purpose of the application is to reduce the minimum lot area and lot frontage requirements for a triplex dwelling. The effect of the application is to facilitate the conversion of an existing duplex dwelling into a triplex residential dwelling through the construction of an additional dwelling unit in the basement.

Variance(s) Requested:

1. Table 6.4.3 – Regulations in the Residential Third Density (R3) Zone: To reduce the minimum lot area requirement for a triplex dwelling from 450 m² to 411 m².
2. Table 6.4.3 – Regulations in the Residential Third Density (R3) Zone: To reduce the minimum lot frontage requirement for a triplex dwelling from 15 m to 11.28 m.

5.3 A04-25 – 67 Barron Street

The purpose of the application is to reduce the required minimum number of parking spaces for an apartment building to facilitate the development of a new standalone single storey 5-unit apartment building to be located in the rear yard of the property. The property currently contains 18 spaces, and no additional spaces are proposed for the new units. The effect of the application is to reduce the minimum required number of parking spaces for an apartment building from 25 to 18.

Variance Requested:

1. Table 5.1: Minimum Parking Space Requirements – to decrease the minimum required number of parking spaces for an apartment building from 25 to 18.

5.4 A05-25 – 60 Mckenzie Street

The purpose of the application is to reduce the side yard width requirement for the new addition to the existing residential dwelling.

The effect of the application is to add a new addition to an existing single detached dwelling by replacing the rear portion of the dwelling with 42.3 sq.m of new construction.

Variance(s) Requested:

1. Table 6.4.2 – Regulations in the Residential Second Density R2(1) Zone: To decrease the side yard width requirement of a single detached dwelling from 1 m to 0.3 m.

5.5 A07-25- 166 Brunswick Street

The purpose of the application is to increase the maximum encroachment permitted for a covered porch in a required front yard from 2.5 m to 3.5 m to facilitate the enlargement of an existing front porch of a single-detached residential dwelling.

Variance(s) Requested:

Section 4.20.1 c) iii) – Projection into Required Yards: To increase the maximum encroachment permitted for a covered porch into a required front yard from 2.5 m to 3.5 m.

Upon further review, the foregoing Section includes a maximum encroachment of 2.5 m into a required front yard, but also, provided the encroachment is not located closer than 1.5 m to any lot line. In reviewing the proposal, it was determined that the application should be amended to also include relief for the porch which is to be erected 1 m from the front lot line, as opposed to at least 1.5 m. As such, the application is now being evaluated based on the following:

Revised Variance(s) Requested:

Section 4.20.1 c) iii) – Projection into Required Yards: To increase the maximum encroachment permitted for a covered porch into a required front yard from 2.5 m to 3.5 m and to allow a reduced setback of 1 m from the front lot line compared to the required setback of 1.5 m.

5.6 B03-25 & A08-25 – 676-678 Devon Street

B03-25:

The purpose and effect of this application is to sever the western portion of the subject lands, municipally known as 676 Devon Street. The proposed lot will have an approximate area of 386.7 m², depth of 36.5 m, and a frontage of 7.1 m. The lands to be retained, municipally known as 678 Devon Street, will have an approximate area of 440.4 m², a depth of 36.5 m, and a frontage of 7.1 m. Both the proposed severed and retained lands will have road access to Devon Street and currently contain one dwelling unit of an existing semi-detached dwelling.

A08-25:

The purpose and effect of application A08-25 is to reduce the minimum required lot frontage for a semi-detached dwelling from 9 m to 7.1 m to facilitate the proposed severance.

Variance requested:

1. Table 6.4.2 - Regulations in the Residential Second Density (R2) Zone: to reduce the minimum required lot frontage for a semi-detached dwelling from 9 m to 7.1 m.

6. Next Meeting – May 21, 2025 – City Hall Council Chambers (upper level), located at 1 Wellington Street, Stratford.

7. Adjournment

Motion by:

Seconded by:

THAT the April 16, 2025 Stratford Committee of Adjustment meeting adjourn.

Time Start:

Time End:

If you require this document in an alternate format, please contact City Hall at 519-271-0250 extension 5237 or email clerks@stratford.ca

REPORT TO THE COMMITTEE OF ADJUSTMENT

**Submitted By: Planning and Building Services Department
Planning Services Division**

Application No.: A06-25

Meeting Date: April 16th, 2025

Owner: Teahen Holdings

Agent: n/a

**Location: 489 Douro Street, Stratford, legally described as PART LOTS
797, 798, 811 & 812 PLAN 47 PART 1 44R6209**

Zoning: General Industrial – I2-38

Official Plan Designation: Industrial Area

Road Classification: Douro Street – Collector Road

Purpose of Application

The purpose and effect of minor variance application A06-25 is to allow the Parking Aisle portion of a Parking Area to be located in the required front yard setback which includes land within 7.5 metres of the front lot line. The Parking Aisle portion of the Parking Area would remain approximately 1.96 metres from the front lot line. This minor variance would facilitate the construction of a new commercial-industrial building for a contractor's shop. Specifically, the requested variance is:

- Table 5.3.2 iv) "*Where Parking Areas & Parking Aisles are Permitted*" – to allow a Parking Area in the required front yard setback.

Background

Attachments

Map 1 – Existing Zoning & Location Map

Map 2 – Official Plan Map

Map 3 – Concept Site Plan

Site Characteristics

Existing Use: Vacant.

Frontage: 33.89 metres

Depth: 59.31 metres

Area: 2,022 square metres

Shape: Rectangular

Surrounding Land Uses

North: Industrial / Commercial Buildings

East: Industrial / Commercial Buildings

South: Industrial / Commercial Buildings

West: Industrial / Commercial Buildings

Agency Comments

The application was circulated to various agencies for comments on March 21st, 2025. The following comments have been provided to date:

City of Stratford Infrastructure Services Engineering Division

- No comments or concerns.

City of Stratford Fire Department Fire Prevention

- No comments or concerns.

Festival Hydro

- No hydro related concerns. The site owner Chris Teahen has already been in contact with Festival Hydro regarding power.

Upper Thames River Conservation Authority
Sourcewater Protection

- The subject lands are not located within a vulnerable area and therefore the property is not designed for restricted land use under s. 59 of the Clean Water Act, 2006. For more information pertaining to drinking water, please refer to the approved Source Protection Plan at:
<https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

Public Comments

Public Notice was provided in accordance with the provisions of the Planning Act. Neighbouring property owners were circulated a Public Notice on March 21st, 2025. Additionally, the Notice of Application and Public Meeting was advertised in the Town Crier on March 22, 2025.

At the time of the writing of this report, no public comments had been received. Any public comments received after the date of completion of this report will be provided to the Committee of Adjustment for consideration.

Four Tests of a Minor Variance and Provincial Planning Statement

The Planning Act, R.S.O. 1990, c. P. 13

The proposed minor variance application requests to permit a parking aisle within the required front yard setback area. Section 45(1) of the Planning Act, R.S.O., 1990, c. P.13, grants a Committee of Adjustment the power to authorize minor variances from the provisions of the Zoning Bylaw. Minor variances under Section 45(1) must pass all of the following four tests:

1. Is the variance minor?
2. Is the variance desirable for the appropriate development or use of the land?
3. Does the variance maintain the general intent of the Zoning Bylaw?
4. Does the variance maintain the general intent of the Official Plan?

Is the variance minor?

Whether a variance is minor is evaluated in terms of the impact the proposed development is expected to have on the surrounding neighbourhood. Neighbouring properties along Douro Street have historically been constructed with parking aisles and

parking spaces within the required front yard setback. The requested variance would follow the existing form of the area as seen at 457 Douro Street, 439 Douro Street, and 437 Douro Street among others. The proposal would improve this condition by establishing a planting strip between the proposed parking area and the front lot line. Therefore, the variance is minor.

Is the variance desirable for the appropriate development or use of the land?

The proposed variance would allow the subject lands to be developed with an industrial layout similar to neighbouring properties along Douro Street where parking aisles and parking spaces are located within the required front yard setback. The proposed variance would allow for sufficient parking to be provided on the subject lands to support the proposed industrial use, which conforms to the Official Plan, Zoning Bylaw, and is consistent in form with adjacent properties. Therefore, the requested variance is desirable for the appropriate use of the land.

Does the variance maintain the general intent of the Zoning Bylaw?

The subject lands are zoned General Industrial with site-specific exceptions ("I2-38") in the City of Stratford's Zoning Bylaw. The I2 base zone permits the proposed contractor's shop use. The site-specific exception 38 allows a clinic as a permitted use in addition to all other uses permitted in the I2 zone. This site-specific exception is not required to accommodate the proposed development of a contractor's shop.

The 'Minimum Setback' for the I2 zone is 7.5 metres between a specified lot line and a building. In this instance, the Minimum Setback applies to the front yard. While all lands between the front lot line and the proposed building are considered to be the front yard, the lands specifically within 7.5 metres of the front lot line are considered to be in the required front yard setback.

Table 5.3.2 iv) of the Zoning Bylaw states that Parking Areas and Parking Aisles are, "*Permitted in a parking area in the front yard or exterior side yard, but not within a required front yard or exterior side yard setback.*" The requested minor variance would provide an exemption from this provision and permit a parking aisle within the required front yard setback.

The purpose of this provision is typically to ensure that the required front yard setback area is appropriately landscaped and is not solely occupied by unsightly vehicles, open storage, etc. The proposal maintains a minimum setback of at least 8 metres between

the nearest parking space and the front lot line. The proposal would also buffer the parking spaces and parking aisle from the front lot line with a planting strip in accordance with Section 4.21 of the Zoning Bylaw.

Other than location, the parking aisle complies with all other requirements of the Zoning Bylaw. This includes the minimum unobstructed width of 6.0 metres (5.3.1 a) and the provision of a planting strip between the parking aisle and the front lot line (5.3.2 iv – Special Requirements).

The building associated with the proposed contractor's shop would comply with all setback requirements, including the 'Minimum Setback' of 7.5 metres from the front lot line. The proposed building would be 15.42 metres from the front lot line and the nearest parking stall would be approximately 8 metres from the front lot line. A site-specific exemption through the requested minor variance is only required to address the proposed parking aisle within the required front yard setback.

The proposal would provide the required number of parking spaces, including barrier-free parking spaces, and would comply with all other requirements of the Zoning Bylaw. The proposed development is subject to Site Plan Control through Site Plan Application SP06-24 and all other details with respect to landscaping, lighting, servicing, grading, etc. will be addressed through that process.

Therefore, the requested variance maintains the general intent of the Zoning Bylaw.

Does the variance maintain the general intent of the Official Plan?

The subject lands are designated Industrial Areas in the City of Stratford's Official Plan. This designation promotes the continued development of Stratford as a major centre for a diversified range of employment uses (4.8.1) that do not include commercial uses and would not attract a large number of patrons (4.8.3). Industrial Areas permit building trades as a primary use (4.8.2); this would include a contractor's shop as proposed. The proposed contractor's shop does not include a commercial component and is not expected to attract a large number of patrons.

Douro Street is a Collector Road and is intended to serve local travel demands providing connections within neighbourhoods (7.2.1). This road classification supports the proposed contractor's shop.

As a condition of development, the Official Plan states that the City shall require that adequate off-street vehicular parking facilities be provided which are planned and engineered to allow access to all parking spaces (7.2.7.1 i) a)). Given the size and proposed layout of the subject lands, the location of the proposed parking aisle is appropriate to provide access to the required parking spaces.

Therefore, the requested variance maintains the general intent of the Official Plan.

Provincial Planning Statement, 2024

All planning decisions in the Province of Ontario shall be consistent with the Provincial Planning Statement (PPS) which came into effect on October 20th, 2024, which is intended to streamline the provincial planning framework and replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, with an emphasis on more enabling housing policies. The 2024 PPS provides policy direction on matters of provincial interest relating to Building Homes, Sustaining Strong and Competitive Communities, Infrastructure and Facilities, Wise Use and Management of Resources, and Protecting Public Health and Safety.

Planning authorities are to promote economic development and competitiveness by providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses (2.8.1.1 b) and encouraging intensification of employment uses and compatible, compact, mixed-use, development to support the achievement of complete communities (2.8.1.1 d). The proposed development would make efficient use of a suitable site for an employment use and would encourage infill development within an existing industrial area to support the economic base of the City.

Recommendation

THAT the City of Stratford Committee of Adjustment APPROVE Minor Variance Application A06-24 as submitted by Teahen Holdings for the lands municipally known as 489 Douro Street in the City of Stratford, as it relates to:

1. Table 5.3.2 iv) "Where Parking Areas & Parking Aisles are Permitted" – to allow a Parking Area in the required front yard setback.

For the following reasons:

1. The proposed relief is minor in nature and will not impact neighbouring property owners' ability to use their lands in accordance with the provisions of the Zoning Bylaw;
2. The proposed relief is desirable for the appropriate development of the subject lands in a similar form to the surrounding industrial lands;
3. The proposed relief maintains the general intent of the Zoning Bylaw and would allow the subject lands to be developed in accordance the General Industrial zone;
4. The proposed relief maintains the general intent of the Official Plan and would allow the subject land to be developed in accordance with the Industrial Area policies and provide sufficient parking in accordance with the parking policies of the Official Plan; and
5. The proposed relief is consistent with the direction of the Provincial Planning Statement, 2024.

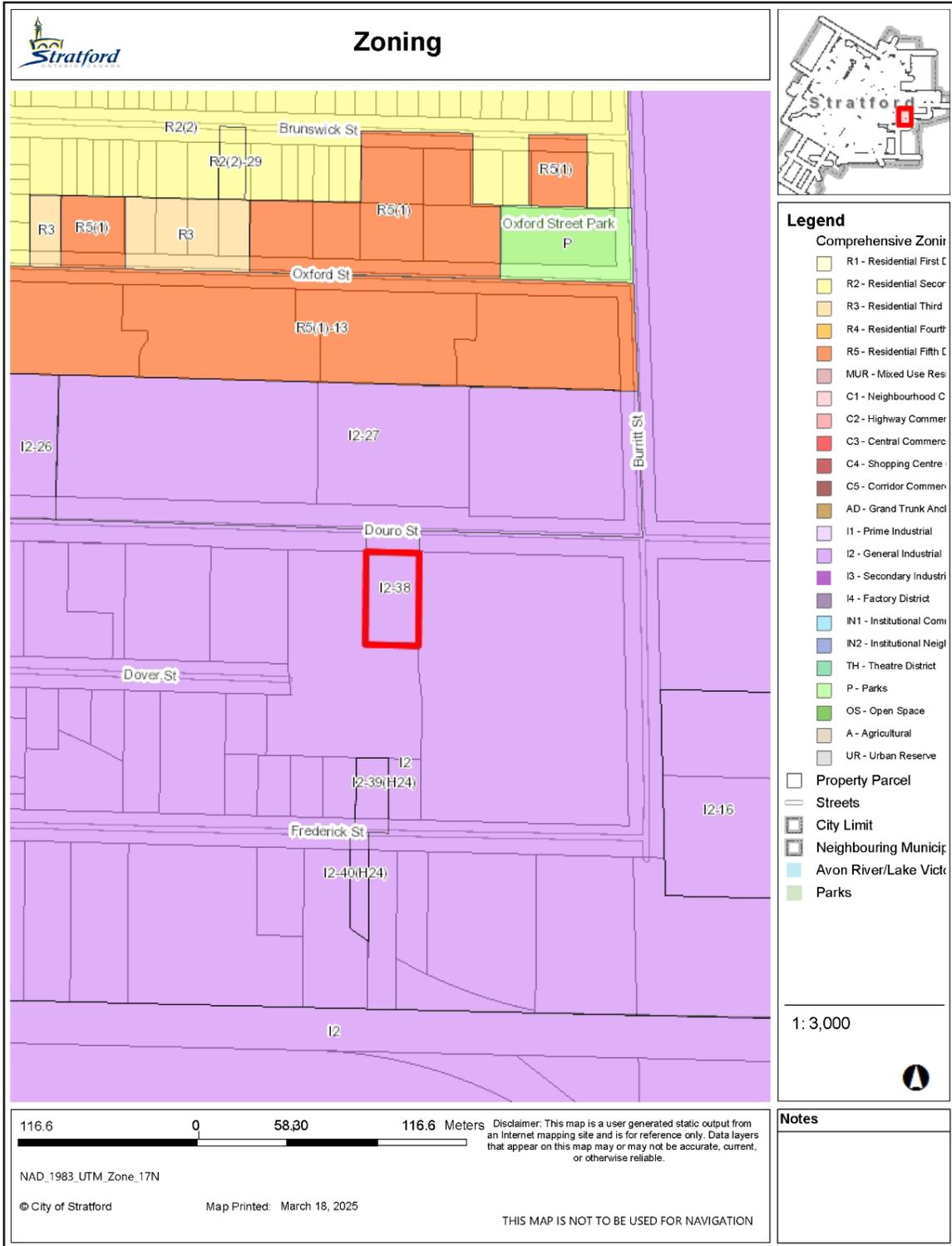
Prepared: Robyn McIntyre, BES, RPP, MCIP, Consulting Planner

Reviewed: Pierre Chauvin, MA, RPP, MCIP Consulting Planner
Marc Bancroft MPL, RPP, MCIP, Manager of Planning

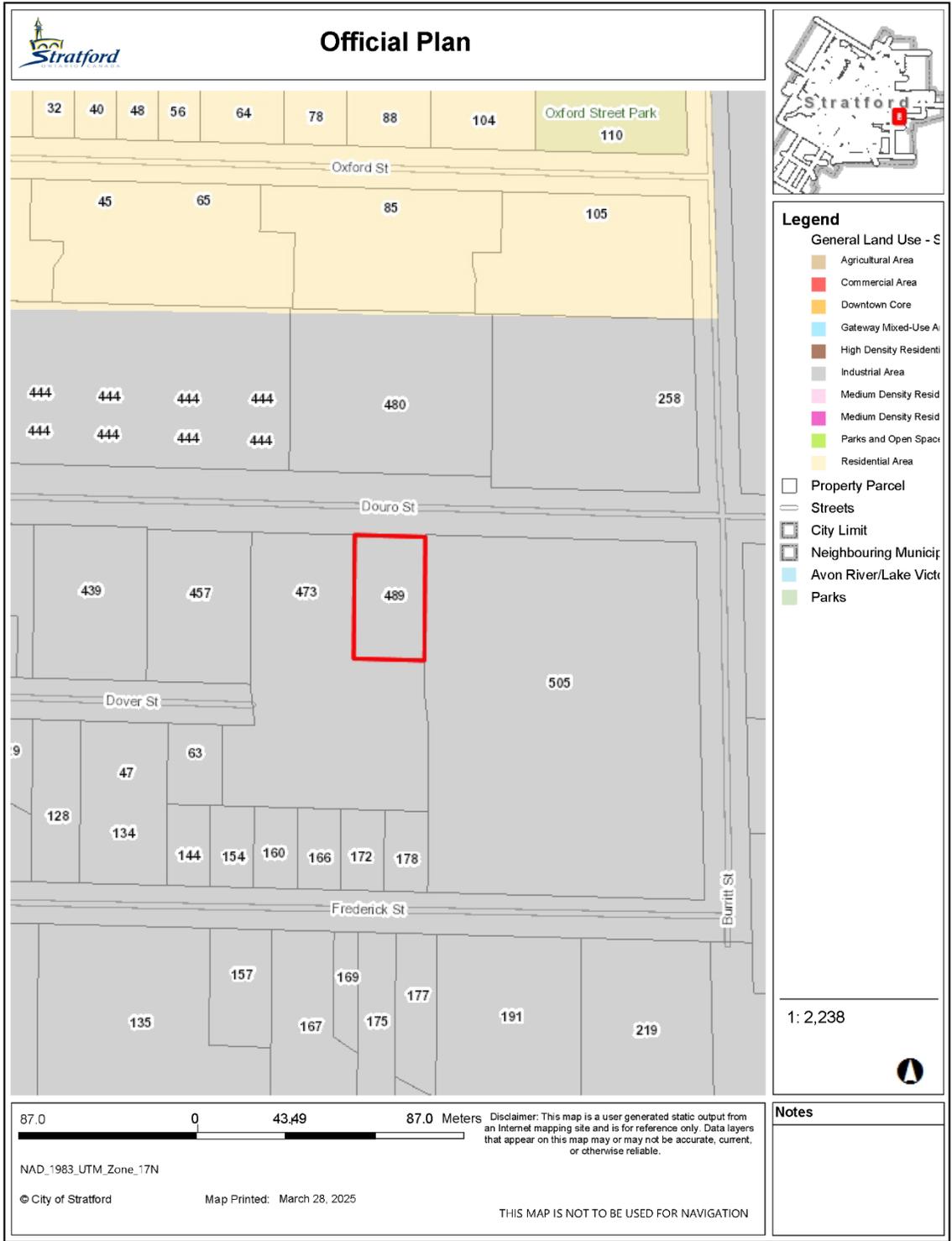
Recommended & Approved by: Marc Bancroft MPL, RPP, MCIP, Manager of Planning

Report Finalized: April 07, 2025 (rev. April 10, 2025)

Map 1 – Existing Zoning and Location Map
File #A06-24
489 Douro Street - Teahen Holdings



Map 2 – Official Plan Map
File #A06-24
489 Douro Street – Teahen Holdings



REPORT TO THE COMMITTEE OF ADJUSTMENT

**Submitted By: Building & Planning Services Department -
Planning Division**

Application No.: A03-25

Meeting Date: April 16, 2025

Owner: Jeremy Huygen & Tanya Huygen

Agent: N/A

**Location: 448 Ontario Street, legally described legally described as Plan
114 W Part Lot 37 in the City of Stratford; situated on the
north side of Ontario Street.**

Zoning: Residential Third Density – R3

**Official Plan
Designation: Residential Area & Special Policy Area 2**

Road Classification: Ontario Street - Arterial

Purpose of Application:

The purpose of the application is to reduce the minimum lot area and lot frontage requirements for a triplex dwelling. The effect of the application is to facilitate the conversion of an existing duplex dwelling into a triplex residential dwelling through the construction of an additional dwelling unit in the basement.

Variance(s) Requested:

1. Table 6.4.3 – Regulations in the Residential Third Density (R3) Zone: To reduce the minimum lot area requirement for a triplex dwelling from 450 m² to 411 m².
2. Table 6.4.3 – Regulations in the Residential Third Density (R3) Zone: To reduce the minimum lot frontage requirement for a triplex dwelling from 15 m to 11.28 m.

Background:

Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Aerial Map
- Existing Site Photograph
- Proposed Basement Floor Plan
- Existing Floor Plan
- Parking Plan

Site Characteristics

Existing Use: Duplex Residential Dwelling
Frontage: 11.28 m
Depth: 31.9 m
Area: 411 sq.m (0.04 ha)
Shape: Rectangular

Surrounding Land Uses to 448 Ontario Street (Subject Property)

North: Lands with residential dwellings; Upper Queens Park lies further north.
East: Lands with residential dwellings; the Anchor of Hope church lies further east.
South: Lands with residential dwellings.
West: Lands with residential dwellings.

Agency Comments

This minor variance application was circulated to agencies for comment on March 21, 2025. The following comments were received:

City of Stratford Building and Planning Services Department – Building Division:

Building has no comments at this time.

City of Stratford Infrastructure Services Department – Climate Action

No comments from the Climate Action Division for this application.

City of Stratford Infrastructure Services Department – Engineering

Reference plan required to confirm that the existing parking at 448 Ontario Street is fully contained within the property and conforms to the Zoning By-Law, specifically section 5.2 regarding minimum parking space dimensions. No parking space shall encroach on the City's right of way.

It is the property owner's responsibility to confirm the condition of their existing services if they are to be reused.

A storm service is stubbed at the west property line frontage and available to connect if you require.

City of Stratford Infrastructure Services Department – Environmental Services

No comments from Environmental Services.

Upper Thames River Conservation Authority (UTRCA):

The subject lands are not located within a vulnerable area and therefore the property is not designated for restricted land use under S. 59 of the Clean Water Act, 2006. For more information pertaining to drinking water source protection, please refer to the approved Source Protection Plan at: <https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

City of Stratford Fire Department – Fire Prevention:

No comments or concerns from Fire Prevention.

Festival Hydro

No hydro related concerns with the proposal. If there is a need to upgrade the existing hydro service or change the number of hydro meters, the customer, or customers contractor is to reach out to Festival Hydro to request a service layout

Public Comments

Planning staff have not received any public input. Any additional public comments received after the date of completion of the report will be provided to the Committee of Adjustment.

Analysis:

Provincial Planning Statement (PPS)

All planning decisions in the Province of Ontario shall be consistent with the Provincial Planning Statement (PPS), which came into effect on October 20, 2024. The PPS is intended to streamline the provincial planning framework and replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, with an emphasis on enabling housing policies. The 2024 PPS provides policy direction on matters of provincial interest relating to Building Homes, Sustaining Strong and Competitive Communities, Infrastructure and Facilities, Wise Use and Management of Resources, and Protecting Public Health and Safety.

Section 2.2 of the PPS states that cities shall provide for an appropriate range and mix of housing options and densities by permitting and facilitating all forms of residential housing required to meet the social, health and well-being requirements of current and future residents. Section 2.3.1.3 states that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

Staff are of the opinion that the triplex proposal is consistent with the promotion of intensification policies as well as the appropriate range and mix of housing types and densities set forward by the PPS.

Section 45 of the *Planning Act* allows the Committee of Adjustment to grant relief from zoning by-law requirements subject to four tests, as follows:

Does the request Maintain the Intent and Purpose of the Official Plan?

The subject property is designated as 'Residential' in Schedule A of the Official Plan, permitting low- and medium-density residential uses, including single-detached, semi-detached, duplex, triplex, and townhouse dwellings (Section 4.5 of the City of Stratford Official Plan). The City's goals and objectives for the 'Residential' designation include maintaining essential neighbourhood qualities such as privacy, upkeep, public health, safety, and compatibility with the surrounding area. Additionally, the policy aims to achieve a mix of housing types to enhance diversity in the housing stock and provide more affordable housing opportunities.

Moreover, the subject property is designated as 'Special Policy Area 2,' which permits a mix of residential, commercial, and institutional uses. This designation emphasizes the importance of converting and expanding existing residential buildings while preserving their external architectural features and respecting the heritage character of the area.

The policy framework encourages maintaining the residential nature of these areas while discouraging conversions to non-residential uses.

The subject property is also situated within a 'Heritage Area' according to Schedule E of the Official Plan, which encourages any proposed development to retain the existing heritage character of the area. Furthermore, the policy framework promotes increased density within the existing urban area, provided it is compatible with the surrounding neighborhood and supported by existing municipal infrastructure (Section 4.5 of the City of Stratford Official Plan).

The proposal aligns with the residential goals and objectives of the Official Plan by supporting a mix of housing types within a designated residential area. By contributing and aligning with the heritage character of the neighbourhood area, the development maintains the general intent and purpose of the Official Plan.

Does the request Maintain the Intent and Purpose of the Zoning By-law?

The subject property is zoned as 'Residential Third Density (R3)' according to the City of Stratford Comprehensive Zoning By-law 10-2022, which permits triplex and converted dwellings. The applicant is requesting a reduction in the minimum lot area for a triplex dwelling to 411 m², whereas the by-law requires a minimum of 450 m². Additionally, the applicant seeks to reduce the minimum lot frontage requirement to 11.28 m, while the by-law stipulates a minimum of 15 m.

The intent of the lot frontage and lot area provisions in the Zoning By-law is to ensure adequate access and servicing, as well as to maintain consistency in lot sizes within residential areas. The lot frontage and lot area provisions of the Zoning By-law ensures that the residential lots have sufficient space to accommodate landscaping, built forms, parking, and amenity areas while ensuring compatibility with surrounding land uses. Furthermore, the Zoning By-law emphasizes the necessity of having lot frontage on a public street to ensure enhanced access.

In this case, the proposed development is to be accommodated in the basement of an existing duplex building, maintaining the existing building footprint and preserving the current parking, landscaping, and open spaces on the lot. The proposed building will have no impact on the building coverage and density as prescribed by the City's Zoning By-law. Additionally, the existing frontage already accommodates a duplex, and no structural changes to the exterior massing of the existing duplex are being proposed. Therefore, the proposed development retains the architectural character of the existing residential dwelling on the subject property and aligns with the heritage character of the existing neighborhood. Furthermore, similarly sized lot frontages exist in the area, and hence the proposed development ensures compatibility with the established built form.

As such, staff believes that the requested variances will not negatively impact surrounding residential uses or the neighbourhood character of the area. The requested variances maintain the intent and purpose of the Zoning By-law.

Is the requested variance desirable for the appropriate development of the lands?

The subject property is designated 'Residential' and 'Special Policy Area 2', as well as being located in a 'Heritage Area' in the City's Official Plan. The subject property is also zoned as 'Residential Third Density (R3)' according to the City of Stratford Comprehensive Zoning By-law 10-2022. The requested variances are to convert an existing duplex dwelling into a triplex residential dwelling through the construction of an additional unit in the basement, where the applicant is not proposing any changes to the existing open spaces, landscaping, or parking spaces in the existing residential lot. The existing residential lot includes four 4 parking spaces (three driveway spots and one storage garage), while only 3 are required by the Zoning By-law. The proposed dwelling will maintain this parking. The proposed triplex dwelling complies with all other applicable zoning by-laws. Staff are of the opinion that the requested variances are desirable for the appropriate development of the lands.

Is the requested variance minor in nature?

Whether a variance is minor is based on the impact the proposed development is expected to have on the surrounding neighborhood. As the proposed development is to add a basement unit to an existing duplex dwelling, it is expected to no negative impact on the surrounding properties considering the external dimensions of the existing dwelling are to remain unchanged. Also, according to the requested variances, the reduction in lot area from 450 m² to 411 m² represents a decrease of approximately 8.7%, the impact of which is minor in nature and does not compromise the intent of the City's Zoning By-law. Similarly, the proposed reduction in lot frontage from 15 m to 11.28 m represents a decrease of nearly 24%, the impact of which is minor in nature and does not compromise the intent of the Zoning By-law. Therefore, it is not expected that the requested variances will have any adverse impact on the ability of residents to use their property in accordance with the Zoning By-law. As such, the requested variances are considered minor in nature.

Recommendation:

That the City of Stratford Committee of Adjustment approve Application A03-25, submitted by Jeremy Huygen and Tanya Huygen, for lands known municipally as 448 Ontario Street, legally described as Plan 114 W Part Lot 37 in the City of Stratford; situated on the north side of Ontario Street.

1. Table 6.4.3 – Regulations in the Residential Third Density (R3) Zone: To reduce the minimum lot area requirement for a triplex dwelling from 450 m² to 411 m².

2. Table 6.4.3 – Regulations in the Residential Third Density (R3) Zone: To reduce the minimum lot frontage requirement for a triplex dwelling from 15 m to 11.28 m.

Subject to the following condition:

1. This approval applies only to the proposed basement unit as part of this application, and not for any future developments.

Reasons

The requested relief is consistent with the Provincial Planning Statement. The requested relief also meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The requested relief maintains the intent and purpose of the Official Plan, as the proposal meets the residential policies of the Official Plan.

The requested relief maintains the intent and purpose of the City's Comprehensive Zoning By-law, as the proposed development will be accommodated in the basement of an existing duplex, with no structural changes to its exterior massing. The development preserves the architectural character of the existing dwelling and maintains the heritage character of the neighborhood.

The requested relief is desirable for the use of the land, as it will support the creation of an additional residential unit within a designated residential area, contributing to housing availability.

The requested relief is minor in nature, as the requested variance will not impact neighboring residents' ability to use their properties in accordance with the Zoning By-law.

**Prepared
& Recommended by:**

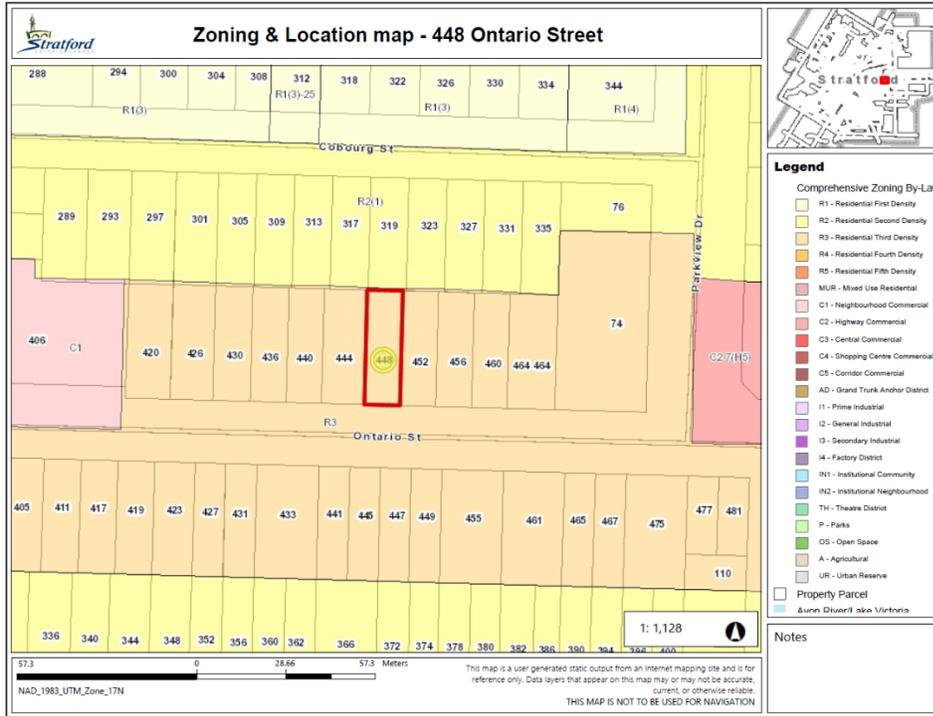
Anu Kumar,
Planner

Approved by:

Marc Bancroft, MPL, MCIP, RPP
Manager of Planning

Report finalized: April 10, 2025

Map 1 – Location & Zoning Map
File # A03-25
448 Ontario Street



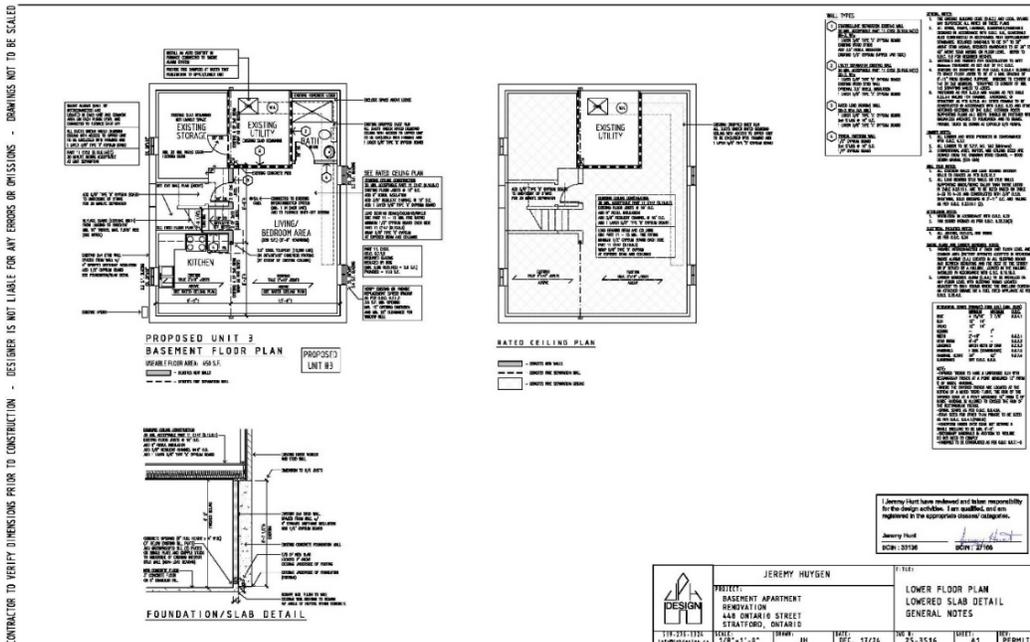
Map 2 – Aerial Map
File #A03-25
448 Ontario Street



Existing Site Photograph
File #A03-25
448 Ontario Street
Photograph taken on March 31, 2025



Basement Floor Plan
File #A03-25
448 Ontario Street



**Existing Floor Plan
File #A03-25
448 Ontario Street**

CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED

**EXISTING (UNIT 1)
FIRST FLOOR PLAN**
UNIT FLOOR AREA: 110.57
NET FLOOR AREA: 108.00
ENCLOSURE: 2.50

**EXISTING (UNIT 2)
SECOND FLOOR PLAN**
UNIT FLOOR AREA: 248.55
NET FLOOR AREA: 246.00
ENCLOSURE: 2.55

REVISIONS

NO.	DATE	DESCRIPTION
1	12/24/24	ISSUED FOR PERMIT

NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO BUILDING CODE AND ALL APPLICABLE BY-LAWS.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO ELECTRICAL CODE AND ALL APPLICABLE BY-LAWS.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO PLUMBING AND MECHANICAL CODE AND ALL APPLICABLE BY-LAWS.
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO FIRE CODE AND ALL APPLICABLE BY-LAWS.
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO SAFETY CODE AND ALL APPLICABLE BY-LAWS.
6. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO OCCUPANCY AND SAFETY ACT AND ALL APPLICABLE BY-LAWS.
7. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO CONSUMER PROTECTION ACT AND ALL APPLICABLE BY-LAWS.
8. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO ACCESSIBILITY ACT AND ALL APPLICABLE BY-LAWS.
9. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO ENVIRONMENTAL PROTECTION ACT AND ALL APPLICABLE BY-LAWS.
10. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2018 ONTARIO HISTORIC PRESERVATION ACT AND ALL APPLICABLE BY-LAWS.

DESIGNER'S DECLARATION

I, Jeremy Huygen, have reviewed and taken responsibility for the design activities. I am a qualified and registered professional in the appropriate category.

Jeremy Huygen
DIGN: 33136 BORN: 27/06

DESIGN	JEREMY HUYGEN	TITLE:
	PROJECT: BASEMENT APARTMENT RENOVATION 448 ONTARIO STREET STRATFORD, ONTARIO	EXISTING FIRST FLOOR PLAN SECOND FLOOR PLAN
118-316-1302	DATE: DEC. 17/24	NO.: 25-5516
140@jeremihuygen.ca	TIME: 2H	SHEET: A2
		TYPE: PERMIT

**Parking Plan
File #A03-25
448 Ontario Street**

CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED

EXISTING BASEMENT FLOOR PLAN
GARAGE FLOOR AREA: 403.57
NET FLOOR AREA: 399.00
ENCLOSURE: 4.57

PARKING PLAN
SCALE: 1/8"=1'-0"

DESIGNER'S DECLARATION

I, Jeremy Huygen, have reviewed and taken responsibility for the design activities. I am a qualified and registered professional in the appropriate category.

Jeremy Huygen
DIGN: 33136 BORN: 27/06

DESIGN	JEREMY HUYGEN	TITLE:
	PROJECT: BASEMENT APARTMENT RENOVATION 448 ONTARIO STREET STRATFORD, ONTARIO	PARKING PLAN EXISTING BASEMENT PLAN
118-316-1302	DATE: DEC. 17/24	NO.: 25-5516
140@jeremihuygen.ca	TIME: 2H	SHEET: A3
		TYPE: PERMIT

REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department - Planning Division

Application No.: A04-25

Meeting Date: April 16, 2025

Owner: Emily Murphy Second Stage Residence

Agent: Samer Nessiem

Location: 67 Barron Street, legally described as Plan 488 Part Block N as 44R1925 Parts 1 & 2, subject to an easement, in the City of Stratford.

Zoning: Residential Fifth Density – R5(2)

Official Plan Designation: Residential Area

**Road Classification: Lorne Avenue West – Arterial Road
Queensland Road – Collector Road
Barron Street – Local Road**

Purpose and Effect of Application:

The purpose of the application is to reduce the required minimum number of parking spaces for an apartment building to facilitate the development of a new standalone single storey 5-unit apartment building to be located in the rear yard of the property. The property currently contains 18 spaces, and no additional spaces are proposed for the new units.

The effect of the application is to reduce the minimum required number of parking spaces for an apartment building from 25 to 18.

Variance Requested:

1. Table 5.1: Minimum Parking Space Requirements – to decrease the minimum required number of parking spaces for an apartment building from 25 to 18.

Background:

Attachments

- Map 1 – Existing Zoning & Location Map
- Map 2 – Proposed Site Plan
- Figure 1 – Proposed Floor Plan
- Figure 2 – Proposed Exterior Elevations
- Figure 3 – Site Photo

Site Characteristics

Existing Use: Apartment Building (shelter)
Frontage: Approximately 72.6 m
Depth: Approximately 107.4 m
Area: Approximately 7,797 m²
Shape: Rectangular

Surrounding Land Uses

North: Semi-detached dwellings
East: Townhouse dwellings
South: Industrial Offices
West: Apartment Building (under construction)

Agency Comments

This minor variance application was circulated to agencies for comments on March 21, 2025. The following comments were received:

City of Stratford Building and Planning Department – Building Services:

No comments on the minor variance application.

City of Stratford Infrastructure Services Department – Engineering Division:

The Engineering Division has no comments or concerns related to the parking in this application.

Fire Prevention:

No comments or concerns.

Festival Hydro:

No hydro related concerns with the proposal. The existing pad mounted transformer supplying the property is located nearest the existing parking lot off Barron Street. If there is a need to upgrade the existing hydro service or change the number of hydro meters, the customer, or customers contractor is to reach out to Festival Hydro to request a service layout.

Public Comments

Notice of the requested variance was sent to surrounding property owners on March 21, 2025. In addition, notice of the requested variance was published in the Town Crier of the Beacon Herald on March 22, 2025. At the time of writing this report, no comments have been received by members of the public regarding this application.

Any additional public comments received after the date of completion of the report will be provided to the Committee of Adjustment.

Analysis:

Provincial Planning Statement (2024)

All planning decisions in the Province of Ontario shall be consistent with the Provincial Planning Statement (PPS) which came into effect on October 20th, 2024, which is intended to streamline the provincial planning framework and replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, with an emphasis on more enabling housing policies. The 2024 PPS provides policy direction on matters of provincial interest relating to Building Homes, Sustaining Strong and Competitive Communities, Infrastructure and Facilities, Wise Use and Management of Resources, and Protecting Public Health and Safety.

Section 1.1.3 of the PPS states that land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources. Section 1.1.3.4 of the Policy states that appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety and Section 1.1.3.6 states new development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

Section 1.4.3 of the PPS states that cities shall provide for an appropriate range and mix of housing types and densities by permitting and facilitating all forms of residential housing required to meet the social, health and well-being requirements of current and future residents. The policy also supports promotion of densities for new housing which efficiently uses land, resources, infrastructure and public service facilities and supports the use of active transportation and transit in areas where it exists or is to be developed. Section 2.2 of the PPS states that cities shall provide for an appropriate range and mix of housing options and densities by permitting and facilitating all forms of residential housing required to meet the social, health and well-being requirements of current and future residents. In addition, cities shall permit and facilitate all types of residential intensification, development as well as the introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in

residential units in accordance with policy 2.3.1.3. Section 2.3.1.3 states that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

Staff is of the opinion that the proposal to develop additional apartment units on the subject property is consistent with the PPS as the proposed development will contribute towards the provision of an appropriate range and mix of housing and densities. The application encourages gentle intensification and is a more efficient use of land and municipal infrastructure. As such, staff is satisfied that the proposal is consistent with the PPS.

Does the request Maintain the Intent and Purpose of the Official Plan?

The property is designated "Residential Area" in the Official Plan. The Residential Area policies allow for a range of dwelling types from single detached and semi-detached dwellings to townhouses and low-rise apartment buildings. The 'Residential Area' goals and objectives include maintaining essential neighbourhood qualities, privacy, upkeep, public health, safety, and compatibility with the surrounding neighbourhood.

The applicant has requested a variance to decrease the minimum required number of parking spaces for an apartment building from 25 to 18. No changes are proposed to the existing parking area, and the proposed apartment dwelling will be located at the rear of the property. Section 4.5.3.1. of the City's Official Plan provides policy direction for "Stable Residential Areas" and requires that all intensification shall generally maintain the structure and character of the immediate surrounding area. As no changes will be made to the existing parking lot, Staff are of the opinion that the requested minor variance will have no negative impact to the structure and character of the surrounding neighbourhood. As such, Staff are satisfied that application A04-25 maintains the intent and purpose of the Official Plan.

Does the request Maintain the Intent and Purpose of the Zoning By-law?

The subject lands are zoned Residential Fifth Density R5(2) in the City of Stratford Zoning By-law 10-2022 which permits apartment buildings. Table 5.1 – Minimum Parking Space Requirements – requires a minimum of 1.25 parking spaces per apartment building unit. As the applicant is proposing to develop an apartment building consisting of 5 dwelling units, 7 additional parking spaces are required. However, the applicant is proposing that no additional parking spaces are provided for the proposed 5-unit apartment building, and that the total required number of parking spaces be reduced from 25 to 18.

The intent of the minimum parking space requirement of the Zoning By-law is to ensure that sufficient parking is provided for development proposals, including standard, visitor,

and barrier-free parking spaces. However, though defined as an apartment building in the Zoning By-law, the subject property is used as a shelter for vulnerable populations. As a result, less parking spaces are used by the residents compared to a traditional apartment building, and the existing 18 spaces exceed the demand required for the property's use. The applicant is requesting the variance to reduce the minimum number of parking spaces on the basis that the existing 18 parking spaces will be sufficient to accommodate the existing shelter units along with the proposed 5 new units.

Staff are unaware of any parking issues within the neighbourhood and received no concerns from abutting property owners regarding the request. Given the property's use as a shelter and that the current parking spaces exceed demand and are not proposed to change, Planning Staff are of the opinion that the existing 18 parking spaces will be sufficient for the proposed development. As such, Planning Staff do not anticipate the requested variance to result in any negative impacts to the surrounding neighbourhood and are of the opinion that the requested minor variance maintains the intent and purpose of the Zoning By-law.

Is the requested variance desirable for the appropriate development of the lands?

The subject lands are classified as "Residential" in the City's Official Plan and zoned Residential Fifth Density R5(2) in the Zoning By-law. The requested variance is to reduce the minimum required number of parking spaces for an apartment building from 25 to 18. The existing shelter on the property is in compliance with all applicable Zoning requirements, and subject to a Site Plan Agreement with the City. The requested minor variance is required to facilitate the development of the proposed 5-unit apartment building and to eliminate construction costs that would have otherwise been required with the addition of the required parking spaces. As the property is subject to Site Plan control, Planning Staff recommend as a condition of approval that the existing Site Plan Agreement be amended to reflect the proposed changes. Staff, subject to the recommended condition, are of the opinion that the requested variance is desirable for the appropriate development of the lands.

Is the requested variance minor in nature?

Whether a variance is minor is evaluated in terms of the impact the proposed development is expected to have on the surrounding neighbourhood. It is not expected that the requested variance to reduce the number of required parking spaces for an apartment building will have an adverse impact on the character of the area or the ability of adjacent property owners to use their property in accordance with the Zoning By-law as the shelter is existing and no concerns have been received.

Recommendation:

THAT the City of Stratford Committee of Adjustment APPROVE Application A04-25, submitted by Emily Murphy Second Stage Residence, for lands legally described as Plan 488 Part Block N as 44R1925 Parts 1 & 2, subject to an easement in the City of Stratford and municipally known as 67 Barron Street, as it relates to:

1. Table 5.1: Minimum Parking Space Requirements – to decrease the minimum required number of parking spaces for an apartment building from 25 to 18.

Subject to the following condition:

- i) That Site Plan Agreement 139 with the City of Stratford be amended to reflect the proposed addition.

The proposed relief is consistent with the Provincial Planning Statement.

And the proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The requested relief maintains the intent and purpose of the Official Plan as the proposal meets the Stable Residential policies of the Official Plan.

The requested relief maintains the intent and purpose of the City's Zoning By-law as the existing parking is sufficient for the proposed shelter use and the reduction of parking spaces will not have any negative impacts on neighbouring properties.

The requested relief is desirable for the use of the land as it will facilitate the development of the 5-unit apartment building on the subject lands.

The requested relief is minor in nature as the reduction in the minimum required number of parking spaces will not affect the ability of neighbouring property owners to use their land in accordance with the provisions of the Zoning By-law.

Prepared by:

Alexander Burnett, Intermediate Planner

Reviewed, Recommended, & Approved by:

Marc Bancroft, Manager of Planning, MPL, MCIP, RPP

Report finalized: April 9th, 2025

Map 1 – Location & Zoning Map
File # A04-25
Emily Murphy Second Stage Residence – 67 Barron Street

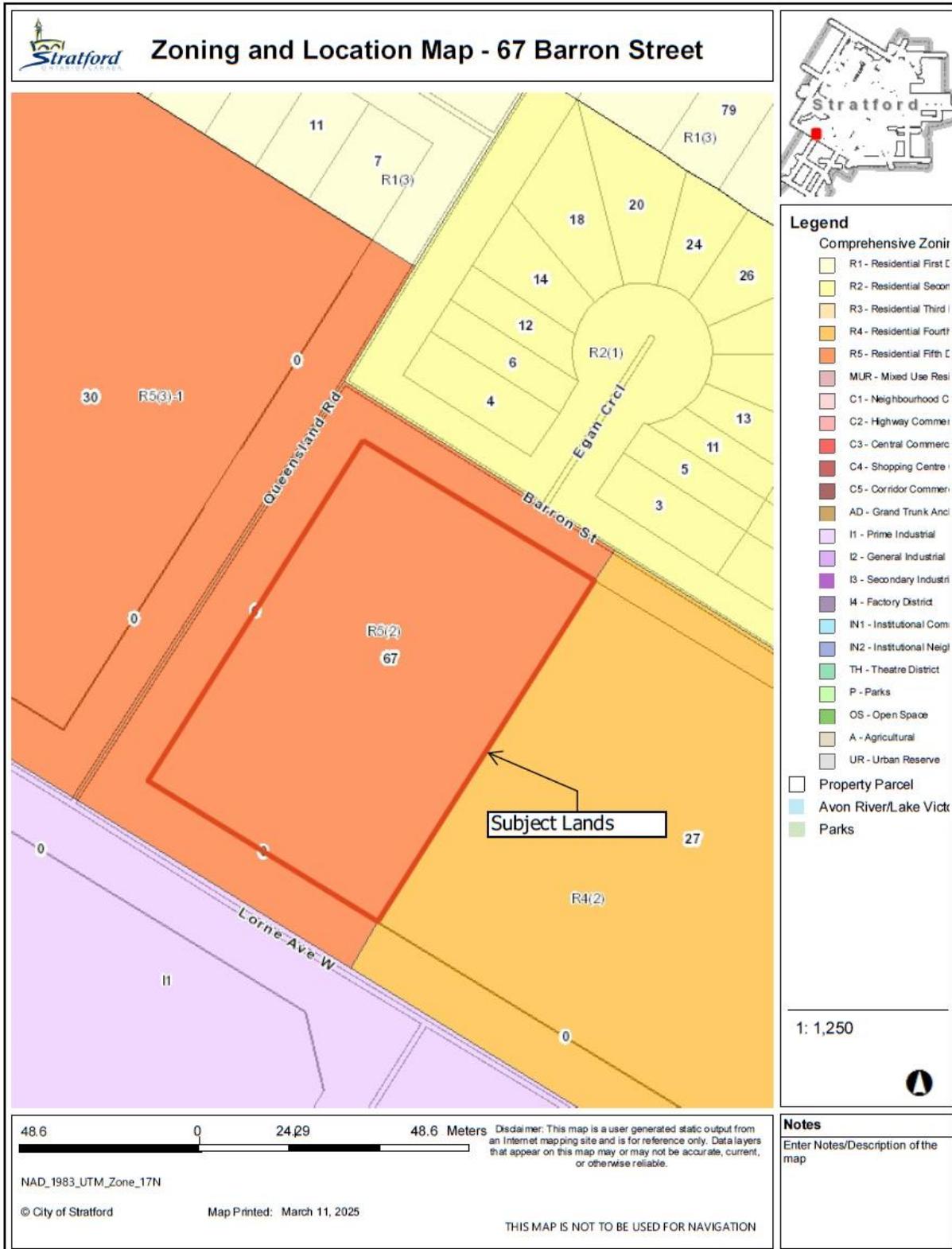


Figure 1 – Proposed Floor Plan
File # A04-25
Emily Murphy Second Stage Residence – 67 Barron Street

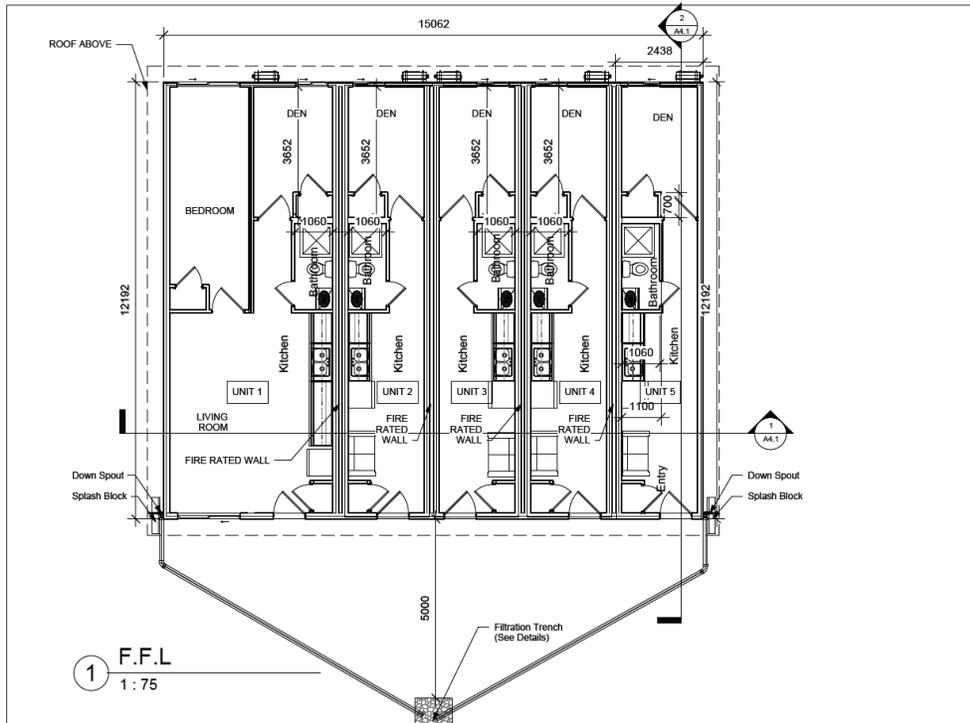


Figure 2 – Proposed Exterior Elevations
File # A04-25
Emily Murphy Second Stage Residence – 67 Barron Street

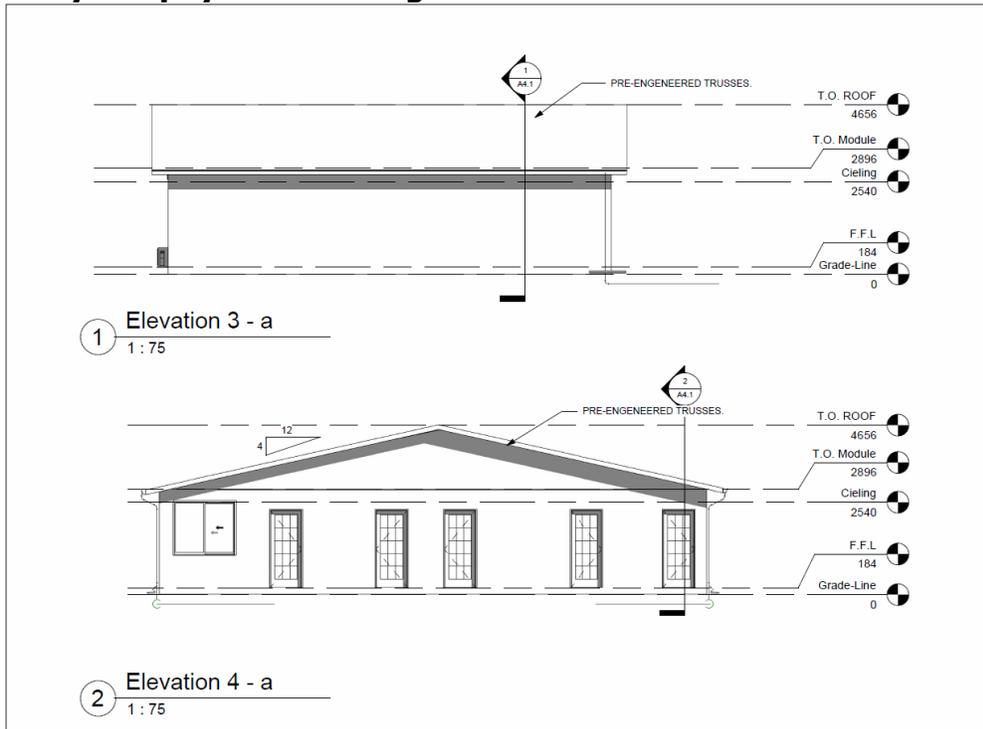


Figure 3 – Site Photo

File # A04-25

Emily Murphy Second Stage Residence – 67 Barron Street



REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department -
Planning Division

Application No.: A05-25

Meeting Date: April 16, 2025

Owner: John Michael Meyer

Agent: Corey Denham

Location: 60 McKenzie Street, legally described as Plan 56, Lot 26 in the City of Stratford, situated on the west side of McKenzie Street.

Zoning: R2 (1) – Residential Second Density

**Official Plan
Designation:** Residential Area

Road Classifications: McKenzie Street – Local Road

Purpose of Application:

The purpose of the application is to reduce the side yard width requirement for the new addition to the existing residential dwelling.

The effect of the application is to add a new addition to an existing single detached dwelling by replacing the rear portion of the dwelling with 42.3 sq.m of new construction.

Variance(s) Requested:

1. Table 6.4.2 – Regulations in the Residential Second Density R2(1) Zone: To decrease the side yard width requirement of a single detached dwelling from 1 m to 0.3 m.

Background:

Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Aerial Map
- Existing Site Photograph
- Existing Site Plan
- Proposed Site Plan
- Existing Elevation
- Proposed Elevation
- Main Floor Plan
- Foundation Plan

Site Characteristics

Existing Use: Single Detached Residential Dwelling

Frontage: 16.3 m

Depth: 32.2 m approximately

Area: 593.3 sq.m (0.06 ha)

Shape: Rectangular

Surrounding Land Uses to 60 McKenzie Street (Subject Property)

North: Lands with residential dwellings.

East: Industrial lands comprising maintenance and repair shops.

South: Lands with residential dwellings.

West: Lands with residential dwellings.

Agency Comments

This minor variance application was circulated to agencies for comment on March 21, 2025. The following comments were received:

City of Stratford Building and Planning Services Department – Building

During construction, prior to final inspection, verification from an Ontario Land Surveyor will be required to be provided showing the as-built location of the proposed structures. Any discrepancies from approved variances will need to be rectified prior to finalization of the building permit.

City of Stratford Infrastructure Services Department – Climate Action

No comments from the Climate Action Division for this application.

City of Stratford Infrastructure Services Department - Engineering

A damage deposit of \$1,800.00 (plus Administrative Fee and HST) are required prior to construction as per "Schedule E" of the Fees and Charges By-Law 117-2023.

It is the property owner's responsibility to confirm the condition of their existing services if they are to be reused.

City of Stratford Infrastructure Services Department – Environmental Services

No comments from Environmental Services.

Upper Thames River Conservation Authority (UTRCA):

The subject lands are not located within a vulnerable area and therefore the property is not designated for restricted land use under S. 59 of the Clean Water Act, 2006. For more information pertaining to drinking water source protection, please refer to the approved Source Protection Plan at: <https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

City of Stratford Fire Department – Fire Prevention:

No comments or concerns from Fire Prevention.

Festival Hydro

No hydro related concerns with the proposal. If there is a need to upgrade the existing hydro service or change the number of hydro meters, the customer, or customers contractor is to reach out to Festival Hydro to request a service layout

Public Comments

Planning staff have not received any public input. Any additional public comments received after the date of completion of the report will be provided to the Committee of Adjustment.

Analysis:

Provincial Planning Statement (PPS)

All planning decisions in the Province of Ontario shall be consistent with the Provincial Planning Statement (PPS), which came into effect on October 20, 2024. This statement is intended to streamline the provincial planning framework and replace the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, with an emphasis on more enabling housing policies. The 2024 PPS provides policy direction on matters of provincial interest relating to Building Homes, Sustaining Strong and Competitive Communities, Infrastructure and Facilities, Wise Use and Management of Resources, and Protecting Public Health and Safety.

Section 2.2 of the PPS states that cities shall provide an appropriate range and mix of housing options and densities by permitting and facilitating all forms of residential housing required to meet current and future residents' social, health, and well-being requirements. Section 2.2.1 of the PPS supports the redevelopment and efficient use of underutilized residential land, allowing for modest intensification in built-up areas. Section 2.3.1.3 states that planning authorities shall support general intensification and redevelopment to achieve complete communities, including prioritizing planning and investment in the necessary infrastructure and public service facilities. Section 2.3.1.4 of the PPS also directs municipalities to implement intensification targets appropriate to local conditions and urban forms, which comprise encouraging additions to existing housing in cities.

Staff believe the proposal is consistent with the intensification policies of the PPS. The proposed variance encourages the use of existing infrastructure and adds functional living space to an existing residential dwelling.

Section 45 of the Planning Act allows the Committee of Adjustment to grant relief from zoning by-law requirements, subject to four tests, as follows:

Does the request Maintain the Intent and Purpose of the Official Plan?

The subject property is designated as 'Residential' in Schedule A of the Official Plan, permitting low- and medium-density residential uses, including single-detached, semi-detached, duplex, triplex, and townhouse dwellings (Section 4.5 of the City of Stratford Official Plan). The City's goals and objectives for the 'Residential' designation include maintaining essential neighborhood qualities such as privacy, upkeep, public health, safety, and compatibility with the surrounding area. Additionally, the policy aims to enhance housing diversity and provide more affordable housing opportunities.

Additionally, the proposed development is subject to the 'Stable Residential Area' policies (Section 4.5.3.1) of the Official Plan, which emphasizes that any new development shall recognize the existing neighborhood character and the built form (that includes scale and massing) to be compatible with adjacent properties. Similarly, the subject property is also situated within a 'Heritage Area' according to Schedule E of the Official Plan, which encourages any proposed development to retain the existing heritage character of the area. According to the 'Stable Residential Area' policies and the 'Heritage Policies' of the Official Plan, any development within Heritage Areas shall complement the architectural style and character of the existing neighborhood.

It is to be noted that the proposed addition is to be located entirely at the rear of the property, and the reduced side yard of 0.3 m will not be visible from the public road or front yard. Therefore, it is expected that the proposed development will have no negative impact on the streetscape character. The proposed building addition will complement the existing dwelling. Planning Staff believes the proposed addition to the existing dwelling conforms to the City's Official Plan policies.

Does the request Maintain the Intent and Purpose of the Zoning By-law?

The subject property is zoned as 'Residential Second Density (R2-1)' according to the City of Stratford Comprehensive Zoning By-law 10-2022, which permits diverse housing types that comprise single detached dwellings, semi-detached dwellings and converted dwellings. The applicant has requested a reduced side yard width of 0.3 m, whereas 1 m is required according to the Zoning By-law. Also, the applicant proposes constructing a 42.3 square metre addition to the rear portion of the existing dwelling by maintaining the existing eastern rear corner of the house, which currently has a 0.3 m side yard width from the eastern property line.

The intent of the side yard provisions in the Zoning by-law is to ensure adequate separation between buildings for privacy, maintenance, access and compatibility with various land uses. It is to be noted that the existing detached dwelling on the subject property has a side yard width of 0.3 m that does not meet the current zoning by-law regulations of the City. The proposed addition will align with this existing non-complying side yard width by extending the existing wall along the same building line. Additionally, the proposed addition will be limited to the rear portion of the residential dwelling, which will not result in any changes to the existing side yard visible from the street. Therefore, the proposed addition will not have any significant impact on the neighbouring properties.

The new addition respects all other zoning regulations and ensures compatibility with surroundings and uses. As such, staff is of the opinion that the requested variance will not negatively impact surrounding residential uses or the character of the area. The requested variance maintains the intent and purpose of the Zoning By-law.

Is the requested variance desirable for the appropriate development of the lands?

The subject property is designated 'Residential' and is located in a Heritage Area in the City's Official Plan. The subject property is also zoned as 'Residential Second Density (R2-1)' according to the City of Stratford Comprehensive Zoning By-law 10-2022. The requested reduction in the side yard width from 1 m to 0.3 m will maintain the existing non-complying setback on the subject property, by ensuring compatibility with the surrounding residential dwellings. Furthermore, the proposed addition enhances the usability of the dwelling and supports the continued residential use on a lot that is otherwise underutilized. Therefore, the planning staff is of the opinion that the proposed addition to the existing residential dwelling will have no negative impacts on surrounding properties.

Is the requested variance minor in nature?

Whether a variance is minor is evaluated based on the impact the proposed development is expected to have on the surrounding neighbourhood. The variance applies only to a portion of the 456 sq. ft. rear addition, which aligns with the existing non-complying setback of 0.3 m. The new addition will maintain access to the basement at the northeast corner of the existing dwelling. Given that the proposed addition proposes a 0.3 m side yard width, which is a continuation of the established setback on the subject property, the impacts of the variance can be considered minor in nature.

Recommendation:

That the City of Stratford Committee of Adjustment approve Application A05-25, submitted by John Michael Meyer, for lands known municipally as 60 McKenzie Street, legally described as Plan 56, Lot 26 in the City of Stratford.

1. Table 6.4.2 – Regulations in the Residential Second Density R2(1) Zone: To decrease the side yard width requirement of a single detached dwelling from 1 m to 0.3 m.

Subject to the following condition:

1. This approval applies only to the proposed addition to the rear portion of the existing dwelling, and not for any future developments.

Reasons

The requested relief is consistent with the Provincial Planning Statement. The requested relief also meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The requested relief maintains the intent and purpose of the Official Plan, as the proposal meets the residential policies of the Official Plan.

The requested relief maintains the intent and purpose of the city's Comprehensive Zoning By-law, as the development preserves the architectural features of the existing dwelling and maintains the neighbourhood character.

The requested relief is desirable for the use of the land, as it will provide additional functional spaces for a single detached dwelling on a subject property that is designated for residential uses.

The requested relief is minor, as the requested variance will not impact neighboring residents' ability to use their properties per the Zoning By-law.

**Prepared
& Recommended by:**

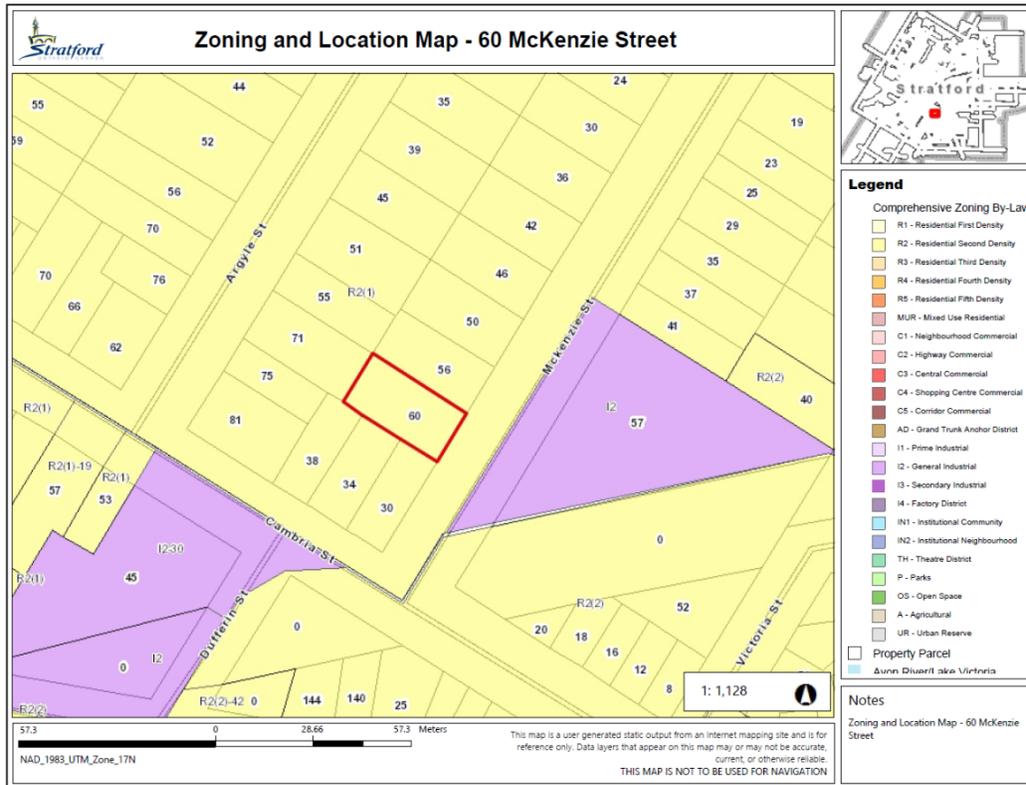
Anu Kumar,
Planner

Approved by:

Marc Bancroft, MPL, MCIP, RPP
Manager of Planning

Report finalized: April 10, 2025

Map 1 – Location & Zoning Map
File # A05-25
60 McKenzie Street



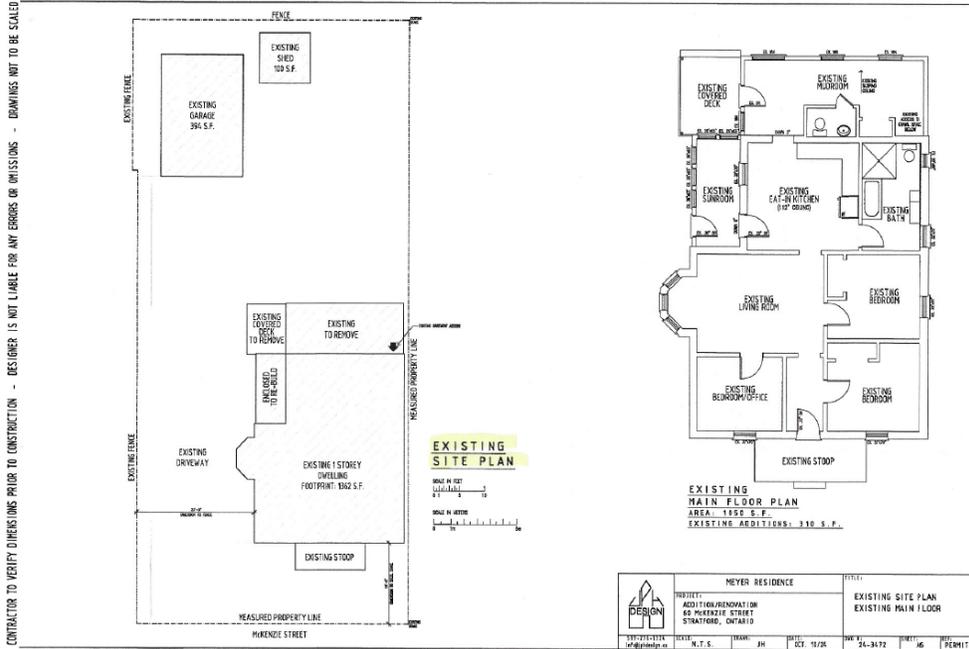
Map 2 – Aerial Map
File # A05-25
60 McKenzie Street



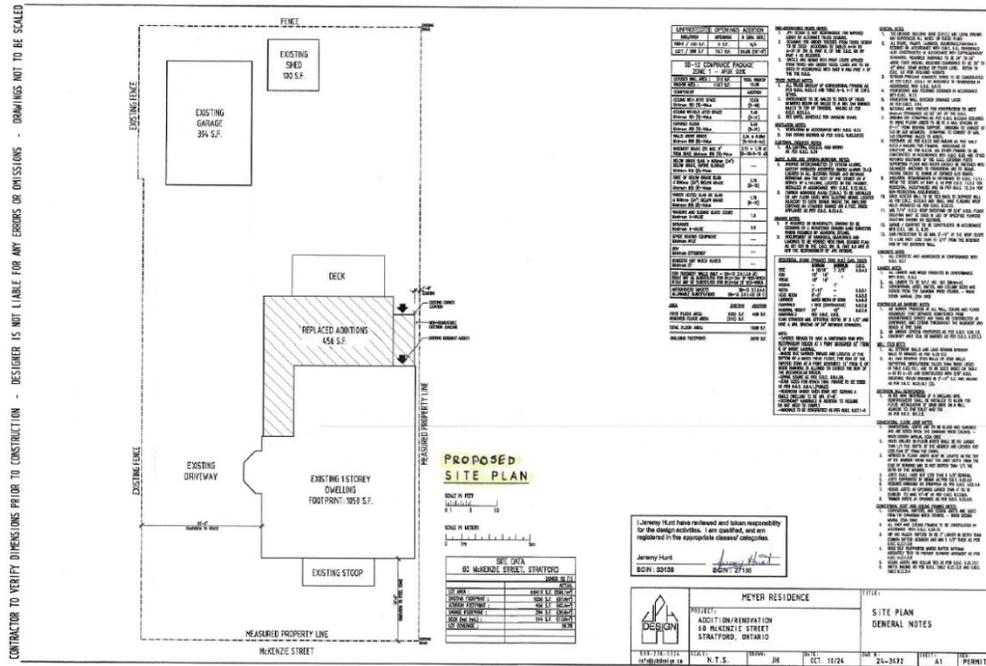
Existing Site Photograph
File #A05-25
60 McKenzie Street
Photograph taken on March 31, 2025



Existing Site Plan File # A05-25 60 McKenzie Street



Proposed Site Plan File # A05-25 60 McKenzie Street



Existing Elevations

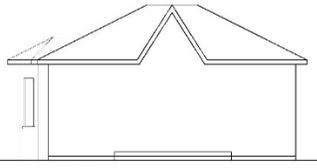
File # A05-25

60 McKenzie Street

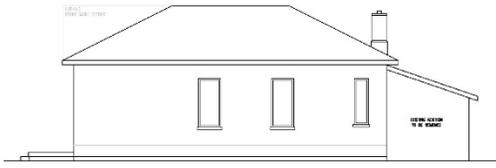
CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED



EXISTING LEFT ELEVATION



EXISTING FRONT ELEVATION



EXISTING RIGHT ELEVATION



EXISTING REAR ELEVATION

	MEYER RESIDENCE				TITLE	
	PROJECT: ADDITION/RENOVATION 60 MCKENZIE STREET STRATFORD, ONTARIO				EXISTING BUILDING ELEVATIONS	
DATE: 11.15.18	DRAWN: JH	DATE: 10.19.25	DATE: 24-24-22	SCALE: A2	TYPE: PERMIT	

Proposed Elevations

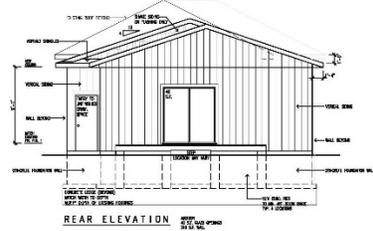
File # A05-25

60 McKenzie Street

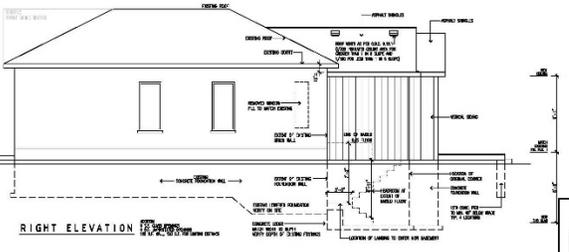
CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED



LEFT ELEVATION



REAR ELEVATION



RIGHT ELEVATION

I, Jeremy Hunt have reviewed and taken responsibility for the design activities. I am qualified, and all required by the appropriate relevant authorities.

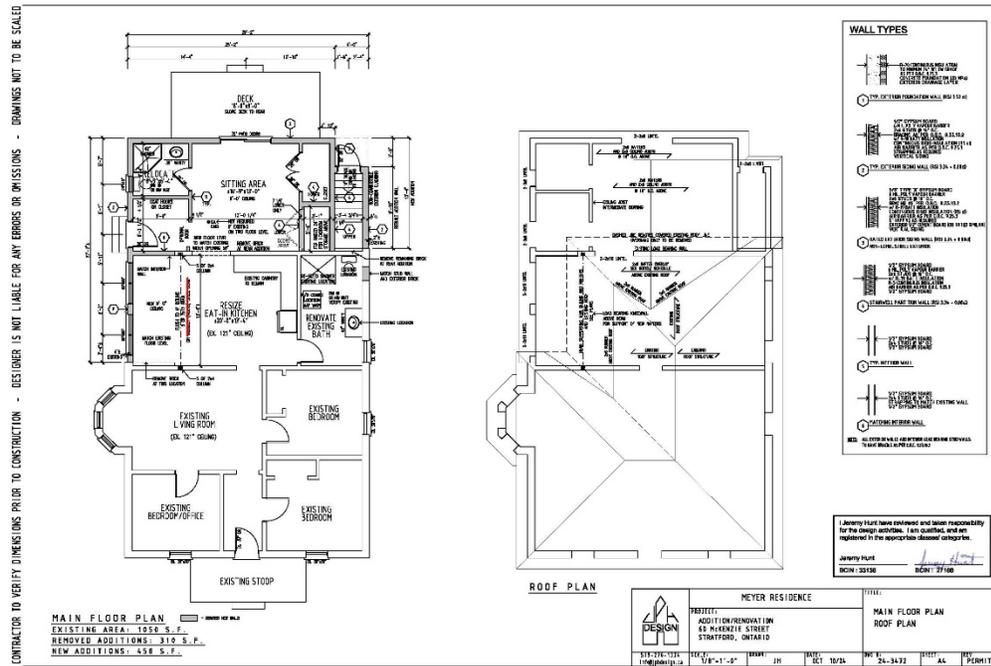
Jeremy Hunt
SIGN: 25108 SIGN: 27148

	MEYER RESIDENCE				TITLE	
	PROJECT: ADDITION/RENOVATION 60 MCKENZIE STREET STRATFORD, ONTARIO				BUILDING ELEVATIONS	
DATE: 11.15.18	DRAWN: JH	DATE: 10.19.25	DATE: 24-24-22	SCALE: A2	TYPE: PERMIT	

Main Floor Plan and Roof Plan

File # A05-25

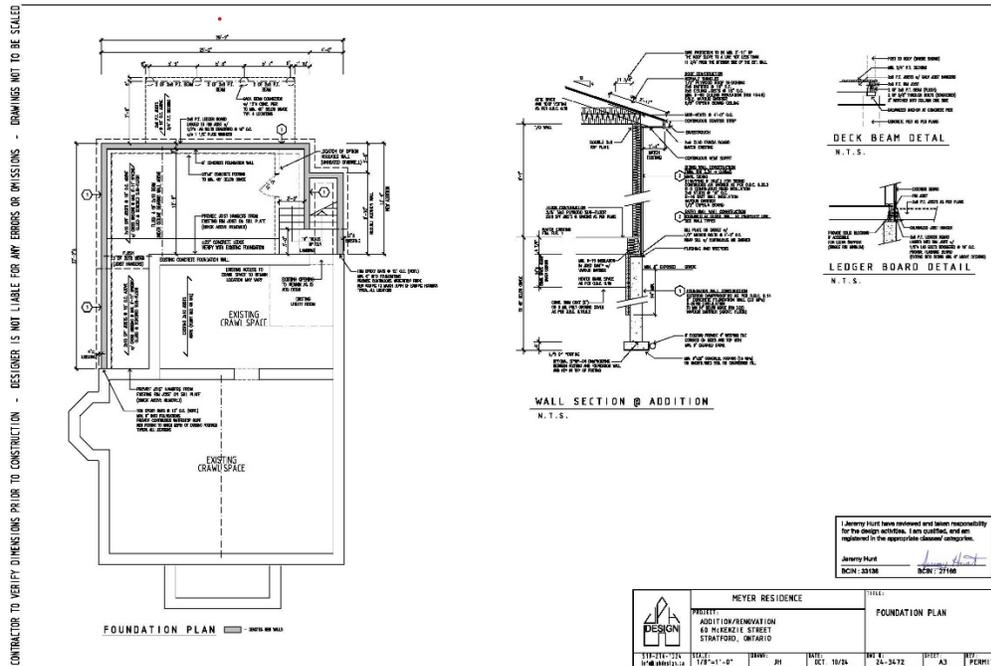
60 McKenzie Street



Foundation Plan

File # A05-25

60 McKenzie Street



REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department -
Planning Division

Application No.: A07-25

Meeting Date: April 16, 2025

Owner: Katherine Aubree Sara Erickson & Leland Alexander Ehgoetz
Miliokas

Agent: N/A

Location: 166 Brunswick Street, legally described as Plan 20 W Part Lot
543 in the City of Stratford.; more specifically, the subject
property is situated on the north side of Brunswick Street

Zoning: Residential Second Density – R2 (2)

**Official Plan
Designation:** Residential Area

Road Classification: Brunswick Street - Collector

Purpose of Application:

The purpose of the application is to increase the maximum encroachment permitted for a covered porch in a required front yard from 2.5 m to 3.5 m to facilitate the enlargement of an existing front porch of a single-detached residential dwelling.

Variance(s) Requested:

Section 4.20.1 c) iii) – Projection into Required Yards: To increase the maximum encroachment permitted for a covered porch into a required front yard from 2.5 m to 3.5 m.

Upon further review, the foregoing Section includes a maximum encroachment of 2.5 m into a required front yard, but also, provided the encroachment is not located closer than 1.5 m to any lot line. In reviewing the proposal, it was determined that the application should be amended to also include relief for the porch which is to be erected

1 m from the front lot line, as opposed to at least 1.5 m. As such, the application is now being evaluated based on the following:

Revised Variance(s) Requested:

Section 4.20.1 c) iii) – Projection into Required Yards: To increase the maximum encroachment permitted for a covered porch into a required front yard from 2.5 m to 3.5 m and to allow a reduced setback of 1 m from the front lot line compared to the required setback of 1.5 m.

Background:

Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Aerial Map
- Existing Site Photograph
- Proposed Site Plan
- Proposed Elevation and Plan View
- Proposed Plan View

Site Characteristics

Existing Use: Single Detached Residential Dwelling
Frontage: 10.9 m
Depth: 31.7 m
Area: 348.49 sq.m
Shape: Rectangular

Surrounding Land Uses to 166 Brunswick Street (Subject Property)

North: Lands with residential dwellings.
East: Lands with residential dwellings; Optimist Playground is located further east.
South: Lands with residential dwellings.
West: Lands with residential dwellings.

Agency Comments

This minor variance application was circulated to agencies for comment on March 21, 2025. The following comments were received:

City of Stratford Building and Planning Services Department – Building

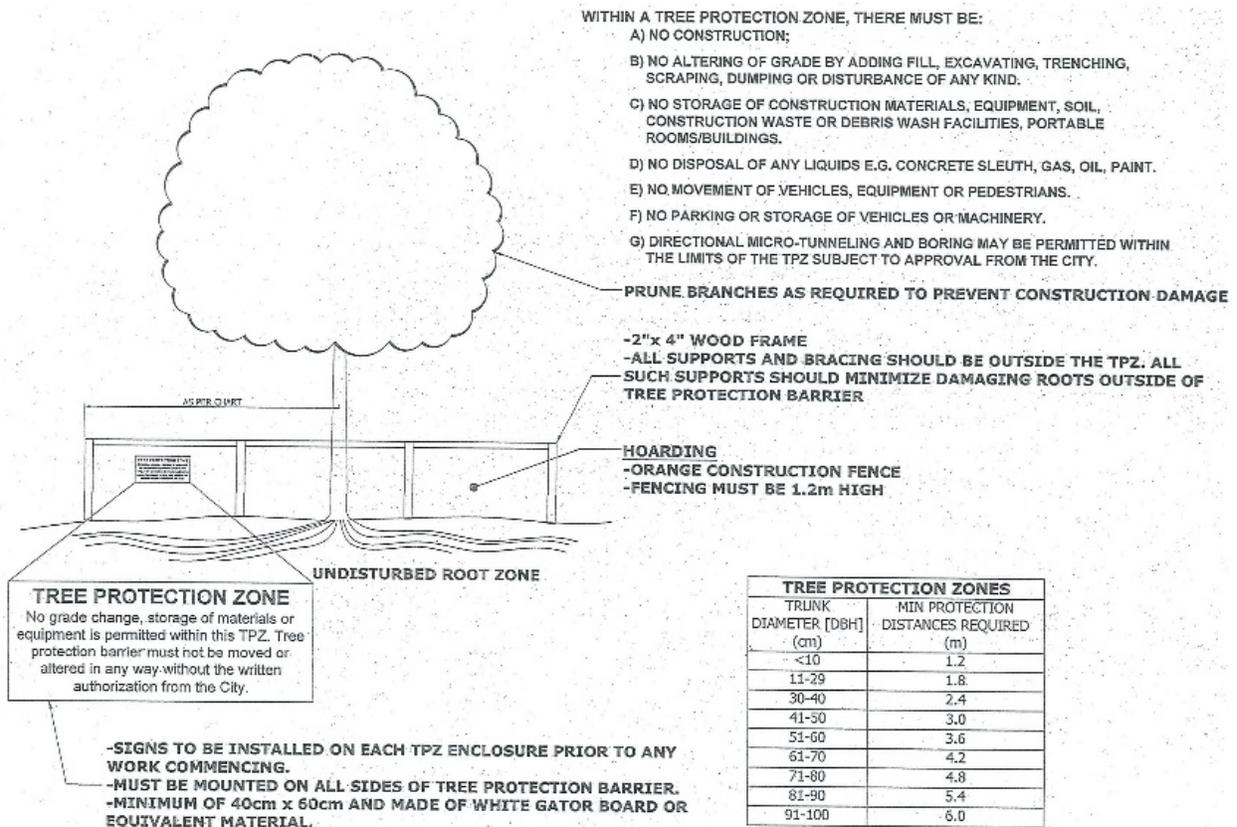
No concerns with proposed variance.

Building permits will be required to be applied for prior to any construction commencing. All planning approvals are to be provided with the building permit application.

City of Stratford Community Services Department – Parks, Forestry and Cemetery:

The Parks, Forestry, and Cemetery Department believes that there will be some root impact on the tree that belongs to the City, situated on the property front. If so, the contractor is to make clean saw cuts where the root is affected. Also, no machinery, gravel, or soil piles are to be stored under the tree canopy during construction.

Please refer to the tree protection requirements shown below that need to be established prior to construction. For more information, contact Quin Malot at QMalott@stratford.ca or 519-271-0250 ext. 5246.



EXISTING TREE PROTECTION DETAIL

N.T.S.

- TPZ DENOTES TREE PROTECTION ZONE
- TO BE CONSTRUCTED BY CONTRACTOR PRIOR TO SITE ALTERATIONS
- TREES ARE TO BE WATERED AND MAINTAINED DURING CONSTRUCTION AS PER CITY OF STRATFORD LANDSCAPE SPECIFICATIONS AND TREE PROTECTION
- TREE PROTECTION TO BE IN PLACE AND INSPECTED BY FORESTRY STAFF BEFORE SITE WORK BEGINS

Upper Thames River Conservation Authority (UTRCA):

The subject lands are not located within a vulnerable area, and therefore the property is not designated for restricted land use under Section 59 of the Clean Water Act, 2006. For more information pertaining to drinking water source protection, please refer to the approved Source Protection Plan at:

<https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

City of Stratford Fire Department – Fire Prevention:

No comments or concerns from Fire Prevention.

Festival Hydro

Customer or customers contractor shall ensure the veranda/second floor balcony (in relation to the OH service wire supplying the dwelling) complies with the latest OESC regarding clearance to windows, door, porches, and accessible surfaces. The customer or the customers contractor is to contact Festival Hydro requesting a service layout if alterations to the hydro service and/or hydro metering are required to suit.

City of Stratford, Community Services, Transit

No concerns from Transit

City of Stratford, Infrastructure Services, Climate Action

No comments from the Climate Action Division for this application.

City of Stratford, Infrastructure Services, Engineering

As per City Policy P.3.2 - Encroachment Policy – Section 7, encroachments will not be granted for additions to existing buildings or other structures that would encroach or do encroach onto municipal property or road allowances.

City of Stratford, Infrastructure Services, Environmental Services

No comments from Environmental Services.

Public Comments

Notice of the requested variance was distributed to surrounding property owners on March 21, 2025, in accordance with the Planning Act. At the time of this report, the City has received comments from the neighbors to the east and west of the subject property, supporting the application. The owners of the adjacent property have no objection to the addition to the existing dwelling. The neighbors believe that the new, enlarged porch will enhance the overall streetscape and will not negatively impact their property.

Analysis:

Provincial Planning Statement (PPS)

All planning decisions in the Province of Ontario shall be consistent with the Provincial Planning Statement (PPS), which came into effect on October 20, 2024. This updated PPS is designed to streamline the provincial planning framework and replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, with a focus on enabling housing policies. The 2024 PPS provides policy direction on matters of provincial interest, including Building Homes, Sustaining Strong and Competitive Communities, Infrastructure and Facilities, Wise Use and Management of Resources, and Protecting Public Health and Safety.

Section 2.3.1.3 of the PPS requires planning authorities to support general intensification and redevelopment to achieve complete communities. This includes planning for a variety and mix of housing options by prioritizing the necessary infrastructure and public service facilities.

Front porches positively contribute to community cohesion and activate public streets. Therefore, the proposed enlargement of the existing porch on the site will promote social interaction with neighbours and enhance the existing streetscape. Additionally, the proposed porch will elevate both the aesthetic and functional aspects of the existing detached dwelling. Furthermore, Staff are of the opinion that the proposal aligns with the promotion of intensification policies and the appropriate range and mix of housing types and densities as outlined in the PPS.

Section 45 of the Planning Act permits the Committee of Adjustment to grant relief from zoning by-law requirements, subject to four tests, as follows:

Does the request Maintain the Intent and Purpose of the Official Plan?

The subject property is designated as 'Residential' in Schedule A of the City of Stratford Official Plan, permitting low- and medium-density residential uses, including single-detached, semi-detached, duplex, triplex, and townhouse dwellings, as outlined in Section 4.5. The proposed development is consistent with the 'Residential' designation and supports the City's goals and objectives by maintaining key neighbourhood qualities such as privacy, public health and safety, and compatibility with the surrounding area.

The property is also subject to the 'Stable Residential Area' policies of the City's Official Plan (Section 4.5.3). These policies require new development to respect the height, massing, and density of adjacent residential dwellings. These policies also require new developments to maintain compatibility with the existing streetscape character. The proposed development aligns with these policies, as it reflects the prevailing built form

and contributes to an enhanced streetscape. It is also important to note that the 'Stable Residential Area' policies require the protection of trees identified as significant by the City (Section 4.5.3.1. xii). As the existing residential lot is fronted by a tree owned by the City and located in the road allowance, this tree shall be protected and conserved during the porch construction phase.

Additionally, the subject property is located within a 'Heritage Area' (Schedule E of the Official Plan), which encourages any proposed development to retain the neighbourhood's existing heritage character. As the proposed enlargement of the porch will be designed to complement the existing detached house on the property, it is expected that this new addition will positively contribute to the established heritage character of the neighbourhood.

The proposal aligns with the residential goals, stable residential area policies, and heritage policies of the Official Plan by respecting the heritage character of the area. Therefore, Planning Staff believes that the development maintains the general intent and purpose of the Official Plan.

Does the request Maintain the Intent and Purpose of the Zoning By-law?

The subject property is zoned as 'Residential Second Density R2 (2) Zone,' according to the City of Stratford Comprehensive Zoning By-law 10-2022, which permits single-detached dwellings. The applicant is requesting an increase in the maximum encroachment permitted for a covered porch in a front yard from 2.5 m to 3.5 m to facilitate the enlargement of an existing front porch of a single-detached residential dwelling. Additionally, the revised variance also proposes a reduced front yard setback of 1 m for the porch compared to the 1.5 m requirement.

Section 4.20.1 (Permitted Yard Encroachments – Projections into Required Yards) of the City of Stratford Zoning By-law allows specific projections into required yards to support functional and aesthetic building features while maintaining flexibility in site design. The objective is to ensure these encroachments do not negatively impact neighboring properties, public safety, or the overall intent of the zoning regulations. According to the zoning by-law, porches, decks, verandahs, and exterior steps providing access between finished grade and either the basement or the first storey of a building should not project more than 2.5 m into the required front yard and shall not be closer than 1.5 m to any lot line.

In this case, although the applicant is proposing to increase the front yard encroachment for a covered porch from 2.5 m to 3.5 m, it enhances the streetscape and the front façade of the existing detached dwelling. The existing porch on the property, already projects beyond the minimum front yard setback permitted by the Zoning By-law. The proposed covered porch would also be setback 1 m from the front lot line compared to the requirement of at least 1.5 m. The porch will maintain the required side yard setbacks and will not impede visibility from the street. The proposed covered porch is also

consistent with the existing built form in the neighbourhood. Also, it is to be noted that similar encroachments exist through previously approved minor variances.

As such, staff is of the opinion that the requested variance will not negatively impact adjacent properties or interfere with sightlines and pedestrian activity. The requested variances maintain the intent and purpose of the Zoning By-law.

Is the requested variance desirable for the appropriate development of the lands?

The subject property is designated 'Residential' and is located in a 'Heritage Area' in the City's Official Plan. The subject property is also zoned as 'Residential Second Density R2 (2) Zone' in the City's Zoning By-law. The proposed enlarged porch improves the functionality of the existing detached dwelling by providing a seamless transition between the public street and the private residence. This minor addition can increase the long-term usage of the property, reducing the likelihood of vacancy or neglect. It is expected that the porch will not obstruct views, interfere with access, or generate shadowing or privacy issues for adjacent properties. It also complies with all other zoning requirements. Therefore, Planning Staff is of the opinion that the requested variance is desirable for the appropriate development of the land.

Is the requested variance minor in nature?

Whether a variance is minor is based on the impact the proposed development seeks to have. The proposed encroachment increases from 2.5 m to 3.5 m, which is an additional 1 metre encroachment beyond the Zoning By-law standard and would result in the front porch being 1 m from the front lot line compared to the requirement of 1.5 m. This represents a minor proportional increase relative to the size of the lot and dwelling. It also respects all other zoning standards, including building height, lot coverage, and side yard setbacks. As such, the relief requested maintains the intended low-density residential character of the area. The impact of this variance is considered minor in nature, considering there will be no unacceptable adverse impacts anticipated on neighbouring lands. Therefore, the requested variance can be considered minor in nature.

Recommendation:

That the City of Stratford Committee of Adjustment approves Application A07-25, submitted by Katherine Aubree Sara Erickson & Leland Alexander Ehgoetz Miliokas, for lands known municipally as 166 Brunswick Street, legally described as Plan 20 W Part Lot 543 in the City of Stratford.; more specifically, the subject property is situated on the north side of Brunswick Street.

1. Section 4.20.1 c) iii) – Projection into Required Yards: To increase the maximum encroachment permitted for a covered porch into a required front yard from 2.5 m to 3.5 m with the covered porch located 1 m from the front lot line compared to the requirement of at least 1.5 m.

Subject to the following condition:

1. This approval applies only to the proposed enlargement of the porch of the existing detached dwelling, and not for any future developments.
2. That any excavation work required to install the covered porch shall be undertaken in accordance with the following best management practices provided by the City of Stratford Manager of Parks, Forestry and Cemetery with respect to the large mature tree fronting the property and located within the road allowance: If there are any tree roots visible during the excavation process, the contractor shall make clean saw cuts where the root is affected. Also, no machinery, gravel, or soil piles are to be stored under the tree canopy during construction.

That no further notice be required pursuant to Section 45(5) of the Planning Act given the application has been revised subsequent to the circulation of the notice of public hearing.

Reasons

The requested relief is consistent with the Provincial Policy Statement. The requested relief also meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The requested relief maintains the intent and purpose of the Official Plan, as the proposal meets the residential policies of the Official Plan.

The requested relief maintains the intent and purpose of the city's Comprehensive Zoning By-law. The proposed encroachments maintain sufficient front yard depth and does not result in any adverse visual impact.

The requested relief is desirable for the use of the land, as the proposed porch enhancement improves the functionality of the existing dwelling and maintains compatibility with the established residential character.

The requested relief is minor in nature, as the requested variance will not impact neighbouring residents' ability to use their properties in accordance with the Zoning By-law.

**Prepared
& Recommended by:**

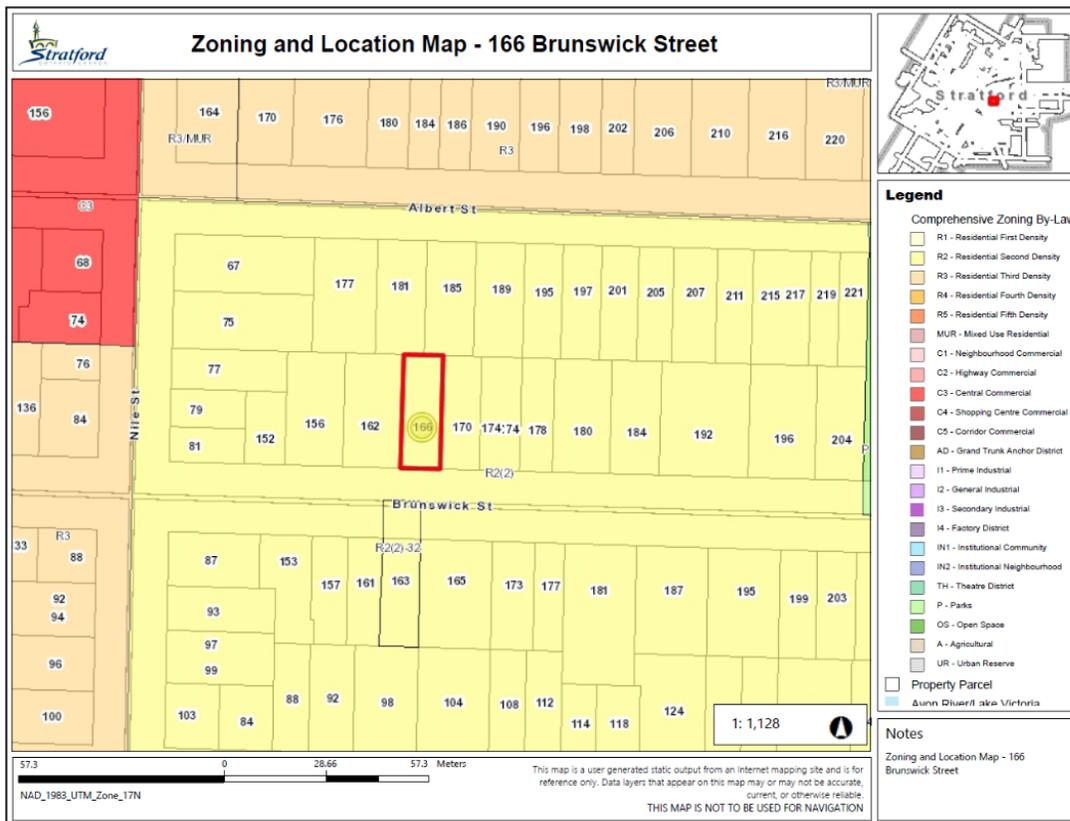
Anu Kumar,
Planner

Approved by:

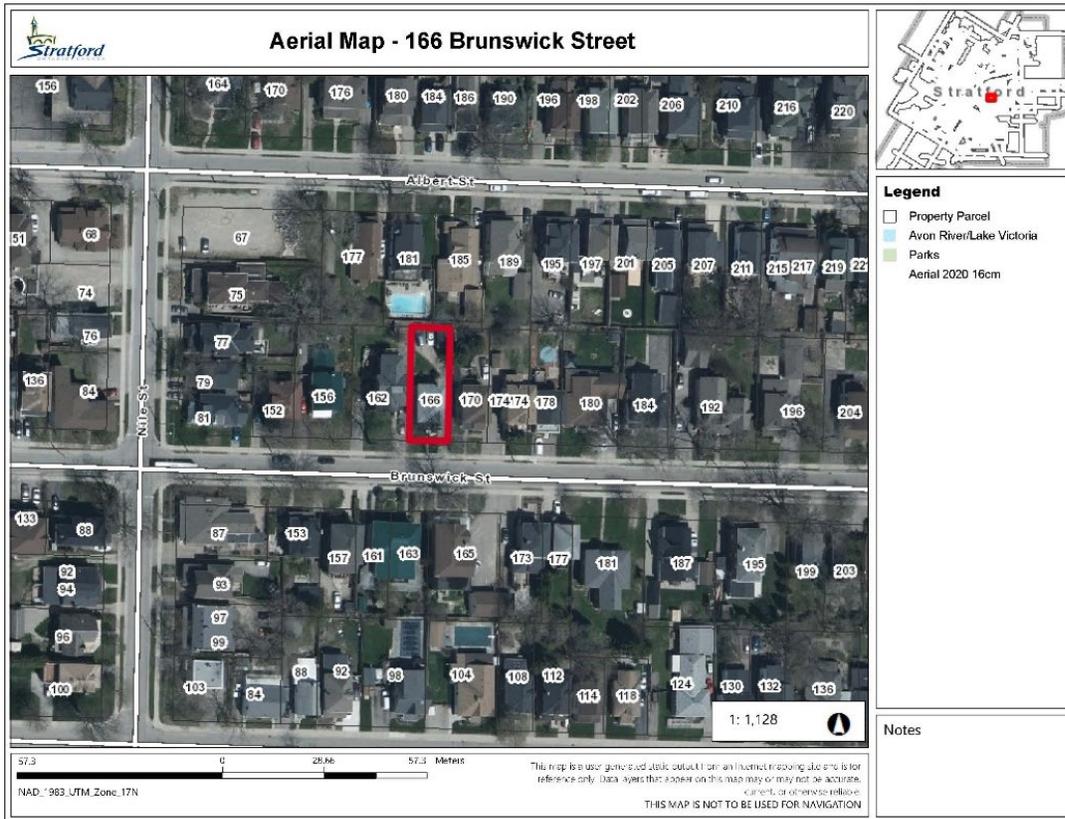
Marc Bancroft, MPL, MCIP, RPP
Manager of Planning

Report finalized: April 10, 2025

Map 1 – Location & Zoning Map
File # A07-25
166 Brunswick Street



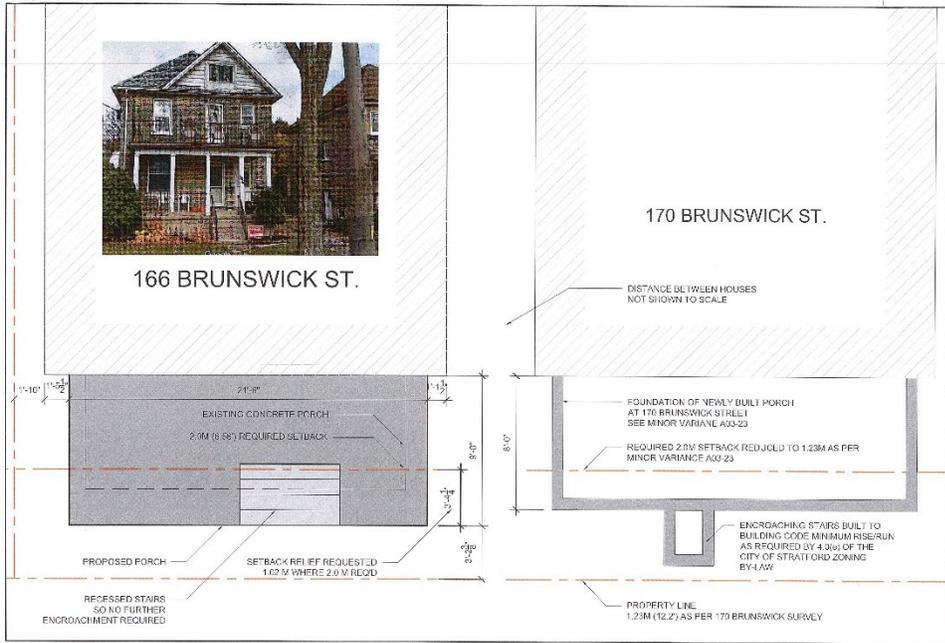
Map 2 – Aerial Map
File # A07-25
166 Brunswick Street



Existing Site Photograph
File # A07-25
166 Brunswick Street
Photograph taken on March 31, 2025



Proposed Site Plan
File #A07-25
166 Brunswick Street



SITE PLAN
 SCALE: 1/4" = 1'-0"
 1 SK1

SK1
PROPOSED PLAN

166 Brunswick Street
 Stratford, Ontario

DRAWN BY:
 J. SHERIDAN
 CREATION DATE:
 FEBRUARY 4, 2024
 REVISION DATE:
 N/A
 REASON FOR REVISION:
 N/A
 SCALE:
 AS NOTED

Proposed Elevation
File #A07-25
166 Brunswick Street



SOUTH ELEVATION
 SCALE: 1/4" = 1'-0"
 1 SK2

PLAN VIEW
 SCALE: 1/4" = 1'-0"
 2 SK2

SK2
PROPOSED PLAN

166 Brunswick Street
 Stratford, Ontario

DRAWN BY:
 J. SHERIDAN
 CREATION DATE:
 FEBRUARY 4, 2024
 REVISION DATE:
 N/A
 REASON FOR REVISION:
 N/A
 SCALE:
 AS NOTED

Public Comments received- Application A07-25- 166 Brunswick Street

From: [Thomas Pritchard](#)
To: [Planning Division](#)
Subject: Application A07-25
Date: Wednesday, April 2, 2025 6:27:10 PM

In response to the advisory from the Stratford planning department regarding the application to expand the front porch of 166 Brunswick, Stratford Ontario, we would like to advise that we have no objection to this addition/renovation.

We are very please to hear the owners of this property are making improvements that will not only add to the value of this house but also improve the overall look of the property and the street.

We want to wish them the very best for the completion of this project.

Thom and Marjolyn Pritchard

From: [Jeanne Grier](#)
To: [Planning Division](#)
Subject: Committee of Adjustment Application A07-25
Date: Wednesday, March 26, 2025 9:11:54 AM

As the owners of [REDACTED], and the closest neighbour to 166 Brunswick St., we wish to voice our support for the planned porch renovations at 166. We believe the new porch and upper structure will add to the curb appeal of the home and will enhance our overall street-scape. We are confident that it will not negatively impact our property, or that of other neighbours, in any way. The home at 166 Brunswick is in need of a face-lift, as many of our older homes are, and we encourage the Committee to support this application.

Jeanne & Colin Grier

REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department - Planning Division

Application No.: B03-25 & A08-25

Meeting Date: April 16, 2025

Owner: BHN Properties Inc.

Agent: Monteith Ritsma Phillips Professional Corporation (c/o Matthew Orchard)

Location: 676 & 678 Devon Street, legally known as PLAN 468 PT Lot 21 as RP 44R457 Part 9 & 10, City of Stratford.

Zoning: Residential Second Density – R2(1)-1

Official Plan Designation: Residential Area

Road Classification: Devon Street – Local Road

Purpose of Application B03-25:

The purpose and effect of this application is to sever the western portion of the subject lands, municipally known as 676 Devon Street. The proposed lot will have an approximate area of 386.7 m², depth of 36.5 m, and a frontage of 7.1 m. The lands to be retained, municipally known as 678 Devon Street, will have an approximate area of 440.4 m², a depth of 36.5 m, and a frontage of 7.1 m. Both the proposed severed and retained lands will have road access to Devon Street and currently contain one dwelling unit of an existing semi-detached dwelling.

Purpose and Effect of Application A08-25

The purpose and effect of application A08-25 is to reduce the minimum required lot frontage for a semi-detached dwelling from 9 m to 7.1 m to facilitate the proposed severance.

Variance requested:

1. Table 6.4.2 - Regulations in the Residential Second Density (R2) Zone: to reduce the minimum required lot frontage for a semi-detached dwelling from 9 m to 7.1 m.

Background:

Attachments

- Map 1 – Existing Zoning & Location Map
- Map 2 – Severance Sketch
- Figure 1 – Site Photo

Site Characteristics

Existing Use: Semi-detached dwelling

Frontage: 14.2 m

Depth: 36.5 m

Area: 827.1 m²

Shape: Irregular

Proposal:

	Lands to be Severed	Lands to be Retained
Area	386.7 m ²	440.4 m ²
Frontage	7.1 m	7.1 m
Lot Depth	36.5 m	36.5 m
Road Access	Devon Street	Devon Street

Surrounding Land Uses

North: Semi-detached dwellings

East: Semi-detached dwellings

South: Highway commercial uses

West: Semi-detached dwellings, townhouse condominiums

Agency Comments

This consent and minor variance application was circulated to agencies for comments on March 21, 2025. The following comments were received:

City of Stratford Infrastructure Services Department – Engineering Division:

New individually owned freehold dwelling units or other occupied building in the City must be serviced with separate sanitary, storm and water private connections.

- A new storm service connection is required for 676 Devon Street.
- Once requested, the Engineering Division will generate estimates for the work to be completed within the public right-of-way. Payment of these deposits are the responsibility of the property owner/developer. City forces are required to install the public drain connections (into the existing storm sewer and up to property line). The property owner is responsible for all private drain connections (PDC) on private property (tie-into the stubbed public drain connection at property line to the house).

Section 6.7.7 – Rainwater Leaders: Rainwater leaders for all buildings shall discharge to grade onto concrete splash pads in landscaped areas and directed to side yard swales, where proper drainage can be achieved and no adverse impact to neighbouring properties will occur.

No comments from Environmental Services.

City of Stratford Building and Planning Services Department – Building Services:

Building has no comments at this time.

City of Stratford Fire Prevention:

No comments or concerns.

Festival Hydro:

No hydro related concerns. Each already have their own U/G service line and associated hydro meter.

Enbridge Gas Inc.:

It is the responsibility of the applicant to verify the existing gas servicing does not encroach on more than one property when subdividing or severing an existing land parcel. Any service relocation required due to a severance would be at the cost of the property owner. For any encroachments, please contact ONTLands@enbridge.com.

Public Comments

Notice of the proposal was circulated to neighbours within 60 metres of the subject property and published in the Town Crier of the Beacon Herald March 22, 2025. At the time of writing this report, no comments have been received.

Any additional public comments received after the date of completion of the report will be provided to the Committee of Adjustment.

Analysis:

Provincial Planning Statement (2024)

All planning decisions in the Province of Ontario shall be consistent with the Provincial Planning Statement (PPS) which came into effect on October 20th, 2024, which is intended to streamline the provincial planning framework and replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, with an emphasis on more enabling housing policies. The 2024 PPS provides policy direction on matters of provincial interest relating to Building Homes, Sustaining Strong and

Competitive Communities, Infrastructure and Facilities, Wise Use and Management of Resources, and Protecting Public Health and Safety.

Section 2.2 of the PPS states that cities shall provide for an appropriate range and mix of housing options and densities by permitting and facilitating all forms of residential housing required to meet the social, health and well-being requirements of current and future residents. In addition, cities shall permit and facilitate all types of residential intensification, development as well as the introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3. Section 2.3.1.3 states that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

Staff is of the opinion that the proposal to create a new lot is consistent with the PPS as the proposed development will contribute towards the provision of an appropriate range and mix of housing and densities. The application will create a new residential lot in a planned residential area within the City's built boundary, which is a form of gentle intensification and is a more efficient use of land and municipal infrastructure. As such, staff is satisfied that the proposal is consistent with the PPS.

Official Plan

Section 9.5.1 of the Official Plan provides evaluation criteria for consent applications. The applicable criteria for the evaluation of consent applications are outlined below followed by a staff response:

- a plan of subdivision is not required to ensure the proper and orderly development of the lands, which shall generally be where more than five lots are being created and in accordance with the policies of Section 9.3 of this Plan;

Only one lot is being proposed to be created to accommodate an existing residential use.

- the proposed consents will not adversely affect the financial status of the City;

This consent will result in a more efficient use of land and municipal infrastructure and as such will not adversely affect the City financially.

- the proposed use is compatible with adjacent land uses and in an existing built-up residential area the lot size, frontage and configuration of the severed and retained lots shall generally be in keeping with the existing development in the area;

The existing semi-detached dwelling on the subject lands is compatible with the surrounding residential area, which predominately consists of semi-detached dwellings. Additionally, the proposed lot size, frontage and configuration are in keeping with the existing neighbourhood on Devon Street.

- the proposed lots front on, and have direct access from, an improved public road which is maintained on a year-round basis and which is of a reasonable standard of construction;

The lands to be severed and retained both have frontage and access onto Devon Street, being designated as a local road under the City's Official Plan.

- the access to the proposed lot shall not create a traffic hazard or serve to increase an existing traffic hazard as a result of limited sight lines, curves or grades;

The existing semi-detached dwelling is accessed by driveways that will comply to the requirements of the City's Zoning By-law. Additionally, there were no concerns in this regard identified by the City's Infrastructure Services Department in the circulation of this proposal.

- the additional lots do not extend or create a strip of development nor limit the potential for development of the retained lands and adjacent lands, and a consent shall be given favourable consideration if it has the effect of infilling;

This proposal is an infill consent request in a residential area.

- the proposed lots can be adequately serviced;

The lands to be severed and retained are capable of being independently serviced and will be required to as a condition of approval.

- the lot frontage and area of the proposed lots are adequate for the existing and proposed uses and comply with the Zoning By-law. Where it is not possible to meet the standards of the Zoning By-law, an amendment or variance shall be required as a condition of approval, where such action is considered appropriate;

The proposed lot area meets the requirements of the Zoning By-law for a semi-detached dwelling in the R2(1)-1 zone. The proposed lot frontages do not comply with the requirements of the Zoning By-law and as such, a minor variance application has been submitted currently with the consent application.

The City of Stratford Official Plan includes development standards within Section 4.5.3.1 for stable residential areas. Intensification is intended to be modest and incremental,

occurring through changes such as accessory apartments and other forms of residential housing. The proposed development promotes intensification of the area by creating a new residential lot that contains an existing semi-detached dwelling. The application encourages the creation of smaller lot sizes within the area which will allow for a more compact building form that can be serviced through existing infrastructure. As such, Planning Staff are of the opinion that the proposed consent is consistent with the policies of the City's Official Plan.

Section 45 of the Planning Act allows the Committee of Adjustment to grant relief from zoning by-law requirements subject to four tests, as follows:

Does the request Maintain the Intent and Purpose of the Official Plan?

The property is designated "Residential Area" on Schedule "A" of the Official Plan. Located east of C.H Meier Boulevard, Devon Street is identified as a local street on Schedule "D". The Residential Area policies allow for a range of dwelling types from single detached and semi-detached dwellings to townhouses and low-rise apartment buildings.

The applicant is requesting a variance to reduce the minimum lot frontages for a semi-detached dwelling from 9 m to 7.1 m to facilitate the consent application. Section 4.5 of the Official Plan includes standards for stable residential areas, such as respecting the massing, streetscape, and lotting pattern of the surrounding area. As the semi-detached dwelling and associated lot frontage are existing and are generally consistent with adjacent semi-detached dwellings in the area, Staff are of the opinion that the requested variance conforms to the Residential policies of Section 4.5. As such, Staff is satisfied that the requested variance maintains the general intent and purpose of the Official Plan.

Does the request Maintain the Intent and Purpose of the Zoning By-law?

The subject lands are zoned Residential Second Density R2(1)-1 in the City of Stratford Zoning By-law, which permits semi-detached dwellings. The proposed severed and retained lands will comply with all applicable zoning requirements for lot area and lot depth. However, the applicant is requesting a reduction for the minimum required lot frontage for a semi-detached dwelling, from 9 m to 7.1 m.

The purpose of the minimum lot frontage requirement in the Zoning By-law is ensure that sufficient access can be provided for vehicles and municipal services and that there is consistency in lot shapes and sizes within a neighbourhood. As the semi-detached dwelling is existing and the surrounding area consists of similarly designed dwellings, Staff are of the opinion that the requested lot frontages are consistent with the neighbourhood. Further, sufficient access is provided for vehicles and municipal services. As such, Staff are of the opinion that the proposed application maintains the general intent and purpose of the Zoning By-law.

Is the requested variance desirable for the appropriate development of the lands?

The subject lands are classified as "Residential" in the City's Official Plan and zoned Residential Second Density R2(1)-1 in the Zoning By-law. The severed and retained lands will comply with the applicable zoning requirements for the property, except for the lot frontage. The requested variance is to facilitate the consent application for the existing semi-detached dwelling on the subject lands. As such, Staff is of the opinion that the requested variance is desirable for the appropriate development of the lands.

Is the requested variance minor in nature?

Whether a variance is minor is evaluated in terms of the impact the proposed development is expected to have on the surrounding neighbourhood. It is not expected that the requested variance will have an adverse impact on the character of the area or the ability of adjacent property owners to use their property in accordance with the Zoning Bylaw.

The requested minor variance would facilitate the consent application of the existing semi-detached dwelling on the subject lands. As the dwelling are existing and no concerns were received from the public, Staff are of the opinion that the variance will not have an adverse impact on the character of the area or the ability of adjacent residents to use their property. As such, the requested variance is considered minor.

Recommendation:

THAT the City of Stratford Committee of Adjustment APPROVE Application B03-25, to sever a parcel of land having a lot frontage of 7.1 m and a lot area of 386.7 m², submitted by BHN Properties Inc., for lands legally described as PLAN 468 PT Lot 21 as RP 44R457 Part 9 & 10 in the City of Stratford and municipally known as 676-678 Devon Street, subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within two years of the date of the notice of decision.
2. That satisfactory arrangements be made with the City of Stratford for the payment of any outstanding Municipal property taxes.
3. That minor variance application A08-25 is approved by the Committee of Adjustment.
4. That any outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the City.
5. That prior to the stamping of the deeds, the applicant is required to confirm, to the satisfaction of the City, that new sanitary, storm, and water service connections are provided for both parcels. Any services for the severed parcel

shall be located entirely within the severed lands and services for the retained lands shall be located entirely within the retained lands, unless the necessary easement has been approved.

6. That prior to the stamping of the deeds, the applicant shall provide to the City a copy of the deposited reference plan in an electronic format compatible with the latest version of AutoCAD referenced to NAD83 UTM Zone 17 Horizontal Control Network for the City of Stratford. This Reference Plan shall be created from survey information utilizing the City's Survey Control Network. It is the responsibility of the applicant to obtain the necessary Reference Sketches and associated information required to complete the survey from the City.
7. That prior to the stamping of the deeds, the applicant shall provide a draft transfer prepared by the applicant's legal representative.
8. Prior to the stamping of the deeds, for the purposes of satisfying any of the above conditions, the Owner shall file with the City of Stratford a complete submission consisting of all required clearances and final plans, and to advise the City of Stratford in writing how each of the conditions has been satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by The City of Stratford, such submission will be returned to the Owner without detailed review by the City.

Reasons

The proposed consent is consistent with the Provincial Planning Statement.

The proposed consent conforms to the City of Stratford Official Plan.

THAT the City of Stratford Committee of Adjustment APPROVE Application A08-25, submitted by BHN Properties Inc., for lands legally described as PLAN 468 PT Lot 21 as RP 44R457 Part 9 & 10 in the City of Stratford and municipally known as 676-678 Devon Street, as it relates to:

1. Table 6.4.2 - Regulations in the Residential Second Density (R2) Zone: to reduce the minimum required lot frontage for a semi-detached dwelling from 9 m to 7.1 m.

Reasons

The proposed consent is consistent with the Provincial Planning Statement.

The proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The requested relief maintains the general intent and purpose of the Official Plan as the proposal will create a new residential lot to facilitate an existing semi-detached dwelling that meets the policies of the Official Plan.

The requested relief maintains the general intent and purpose of the City's Zoning By-law as the requested lot frontages will remain consistent with the surrounding area and provide sufficient access for vehicles and municipal services.

The requested relief is desirable for the use of the land as it will facilitate the consent application for the existing semi-detached dwelling on the subject lands.

The requested relief is minor, as the requested variances will not affect the ability of neighbouring property owners to use their land in accordance with the provisions of the Zoning By-law.

Prepared by:

Alexander Burnett, Intermediate Planner

Recommended & approved by:

**Marc Bancroft, MPL, MCIP, RPP
Manager of Planning**

Report finalized: April 10th, 2025

Map 1 – Location & Zoning Map
File # B03-25 & A08-25
BHN Properties Inc. – 676-678 Devon Street

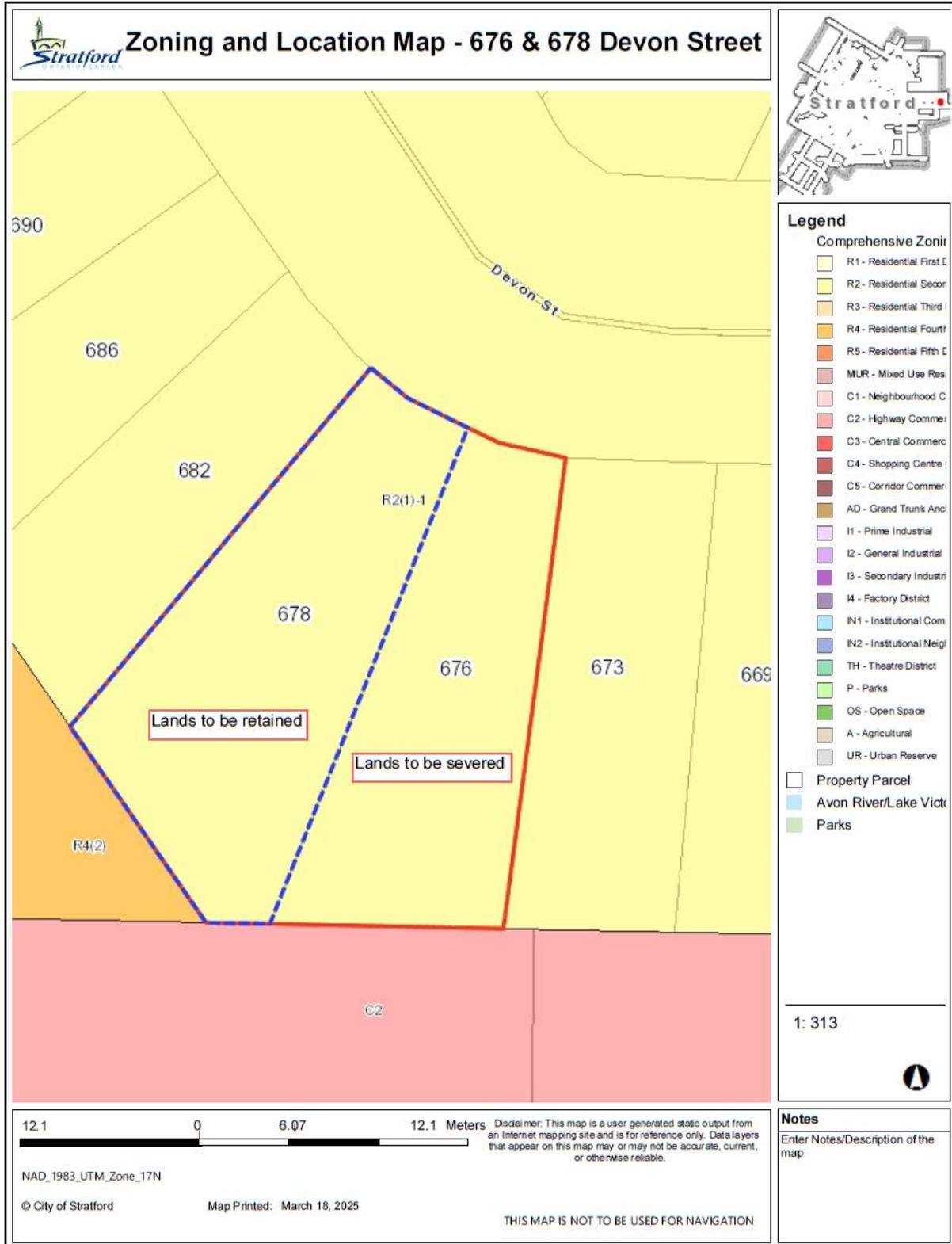


Figure 1 – Site Photo
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