



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, September 17, 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
August 20, 2025 be adopted as printed.**

5. Current Applications

5.1 A15-25 – 293 Queen Street

The purpose of the application is to permit a detached garage with an increased wall height, width, and an increased lot coverage to accommodate a larger garage than is otherwise permitted.

The effect of this application is to facilitate the expansion of an existing detached garage on the subject lands. The existing detached garage, with an area of 45.15 m², is proposed to be enlarged to 63.41 m². Additionally, the wall height is proposed to be increased to 3.68 m, while the maximum height will remain compliant. The detached garage will retain its existing shape while expanding in length and width. Specifically, the width is proposed to increase from 5.49 m to 6.71 m.

Variances Requested:

1. Table 4.1.4: Accessory Use Regulations – to increase the maximum lot coverage for an accessory structure from 10% to 14.24%.
2. Table 4.1.4: Accessory Use Regulations – to increase the maximum wall height for an accessory structure from 3.0 m to 3.68 m.
3. Table 6.4.2: to increase the allowable garage width from sixty (60) percent of the elevation facing the front lot line or exterior side lot line, as stipulated by note ④ of the additional regulations for Table 6.4.2, to ninety (90) percent of the width of the dwelling facade.

5.2 A17-25- 990 O’Loane Ave

The purpose of this application is to permit a detached garage with an increased wall height and area.

The effect of this application is to facilitate the expansion of an existing detached garage on the subject lands. An addition of 74.14 m² is proposed to be added to the rear of the existing detached garage, to increase the existing garage floor area from 162.67 m² to 236.81 m². The proposed addition would have a wall height of 3.66 m, and would follow the existing roof line. There would be no change to the façade of the existing garage.

Variances Requested:

1. Table 4.1.4: Accessory Use Regulations – to increase the maximum lot coverage for an accessory structure from 100 m² to 236.81 m².
2. Table 4.1.4: Accessory Use Regulations – to increase the maximum wall height for an accessory structure from 3.0 m to 3.66 m.
Please note that the existing detached garage predates the City’s Comprehensive Zoning By-law Number 10-2022 and appears to be a legal non-complying structure with a floor area of 162.67 m² which exceeds the maximum floor area requirement of 100 m².

5.3 A18-25- 45 Devon Street

The purpose of the application is to allow a single detached residential dwelling comprised of three (3) dwelling units, each with a maximum gross floor area of 115 m². The applicant is seeking relief regarding the maximum floor area requirement for Additional Residential Units (ARUs), whereas the City’s zoning by-law requires the first unit to be the primary unit, with additional accessory residential units having a maximum gross floor area of 50% of the

primary unit, up to a maximum of 100 m². Additional Residential Units are defined and regulated in the City's Zoning By-law as "Garden Suites" and "Second Suites."

In 2019, the Provincial Government amended the Planning Act through Bill 108, known as the "More Homes, More Choice Act," by mandating municipalities to authorize the use of ARUs through zoning by-laws. The Planning Act permits up to two (2) ARUs within a single detached dwelling as of right. The application seeks to leverage these legislative changes to permit the proposed residential development on the subject property.

The effect of the application is to allow the replacement of the existing single-detached dwelling with a new single detached dwelling that includes three (3) dwelling units while maintaining a similar footprint to the existing dwelling on the subject property. The detached garage, located on the rear portion of the subject property, would be demolished. The proposed residential development would have one unit in the basement and two units with covered porches, living, dining, and kitchen spaces on the first floor, while bedrooms and other associated spaces would be on the second floor. The proposed development would have four (4) parking spaces and two (2) separate driveways: one from Devon Street to the north and one from Canterbury Avenue to the east.

Variance Requested:

1. Section 4.24.1 b) – A second suite shall not be greater than 50% of the gross floor area of the principal residential dwelling on the lot, up to a maximum size of 100 m², whereas the proposed principal residential dwelling unit and the additional residential units would each have a maximum gross floor area of 115 m².

5.4 B04-25- 208-210 Forman Avenue

The purpose and effect of this application is to sever the northern portion of the subject lands, municipally known as 210 Forman Ave, to permit individual dwelling units of an existing semi-detached dwelling to be wholly contained on separate lots. The proposed lot would have an area of 372.7 m², a depth of 38.1 m, and a frontage of 9.82 m. The lands to be retained, municipally known as 208 Forman Ave, would have an area of 382.1 m², a depth of 38.1 m, and a frontage of 9.99 m. Both the proposed severed and retained lands have road access to Forman Avenue and currently each contain one dwelling unit of an existing one (1) storey semi-detached dwelling. The northern portion of the subject lands (210 Forman Ave) also comprises a frame shed, whereas the southern portion (208 Forman Ave) also comprises a frame garage.

3. **Next Meeting** – October 15, 2025 – City Hall Council Chambers (upper level), located at 1 Wellington Street, Stratford.
4. **Adjournment**

Motion by:

Seconded by:

THAT the September 17, 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: Building & Planning Services Department - Planning Division

Application No.: A15-25

Meeting Date: September 17, 2025

Owner: Wallace Clayton Holst

Agent: N/A

Location: 293 Queen Street, legally described as Plan 47 N PT LOT 549 in the City of Stratford.

Zoning: R2(2) – Residential Second Density

Official Plan Designation: Residential Area

Road Classification: Queen Street – Local Road

Purpose and Effect of Application:

The purpose of the application is to permit a detached garage with an increased wall height, width, and an increased lot coverage to accommodate a larger garage than is otherwise permitted.

The effect of this application is to facilitate the expansion of an existing detached garage on the subject lands. The existing detached garage, with an area of 45.15 m², is proposed to be enlarged to 63.41 m². Additionally, the wall height is proposed to be increased to 3.68 m, while the maximum height will remain compliant. The detached garage will retain its existing shape while expanding in length and width. Specifically, the width is proposed to increase from 5.49 m to 6.71 m.

Variances Requested:

1. Table 4.1.4: Accessory Use Regulations – to increase the maximum lot coverage for an accessory structure from 10% to 14.24%.
2. Table 4.1.4: Accessory Use Regulations – to increase the maximum wall height for an accessory structure from 3.0 m to 3.68 m.
3. Table 6.4.2: to increase the allowable garage width from sixty (60) percent of the elevation facing the front lot line or exterior side lot line, as stipulated by

note ④ of the additional regulations for Table 6.4.2, to ninety (90) percent of the width of the dwelling facade.

Background:

Attachments

- Map 1 - Zoning & Location Map
- Map 2 – Aerial Map
- Figure 1 – Concept Plan
- Figure 2 – Concept Site Plan
- Figure 3 – Concept Elevations
- Figure 4 – Site Photo

Site Characteristics

Existing Use: Single detached dwelling

Frontage: Approximately 12.51 m

Depth: Approximately 36.67 m

Area: Approximately 457.91 m²

Shape: Rectangular

Surrounding Land Uses

North: Single detached dwellings

East: Single detached dwellings, Vacant Industrial

South: Single detached dwellings

West: Single detached dwellings, Convenience store

Agency Comments

This minor variance application was circulated to agencies for comments on August 25, 2025. The following comments were received:

City of Stratford Building and Planning Department – Building Services:

A lot grading plan completed by a qualified designer is required to be completed as part of the building permit submission.

Extension of the garage slab foundation is required to be designed by a professional engineer licensed to practice in the Province of Ontario.

City of Stratford Infrastructure Services Department – Engineering Division:

A damage deposit of \$1,300.00 (plus Administrative Fee and HST) are required prior to construction as per "Schedule E" of the Fees and Charges By-law 117-2023.

The Engineering Division will require a grading plan submission for review and approval, prior to receiving a Building Permit.

City of Stratford Infrastructure Services Department – Climate Action:

No comments or concerns.

City of Stratford Fire Prevention:

No comments or concerns.

Festival Hydro:

No hydro related concerns. If the customer is looking to upgrade or change the existing hydro service as part of the project, please contact Festival Hydro requesting that a service layout be completed.

Upper Thames River Conservation Authority:

The subject lands at 293 Queen Street are not affected by any regulations made pursuant to Section 28 of the *Conservation Authorities Act*. The UTRCA has *no objections* to the application, and we have *no* Section 28 approval requirements.

Upper Thames River Conservation Authority – Source Water Protection:

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 protections, please refer to the approved Source Protection Plan at: <https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

Public Comments

Notice of the requested variance was sent to surrounding property owners on August 25, 2025. In addition, notice of the requested variance was published in the Town Crier of the Beacon Herald on August 30, 2025. At the time of writing this report, 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 (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 2.3.1.2 of the PPS states that land use patterns within settlement areas should be based on a mix of land uses which effectively use land and resources and optimize existing and planned infrastructure. As the subject lands are located on an existing municipal street and the application proposes to use the rear yard more efficiently through the expansion of a detached garage, the proposal is consistent with the policies of the PPS. The requested variances encourage the use of existing infrastructure and add additional functional space to an existing residential property.

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. The Residential Area policies allow for a range of dwelling types from single detached dwellings to 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. In addition, the Official Plan includes development standards within Section 4.5.3.1 for stable residential areas. These policies direct development in existing residential areas to generally maintain the structure and character of the immediate surrounding residential area.

The applicant has requested several minor variances to facilitate the expansion of an existing detached garage on the subject lands. These include minor variances for increased wall height and increased lot coverage for an accessory structure, and increased allowable garage width relative to the width of the dwelling façade.

The proposed expansion of the detached garage aligns with these policies by enhancing the property's utility while ensuring minimal disturbance to the established neighbourhood qualities. The Official Plan supports accessory structures that enhance residential functionality, provided they are compatible with the predominant character of the area. Increasing the lot coverage from 10% to 14.24% and the wall height from 3.0m to 3.68m respects the Official Plan's intent to allow for reasonable modernization while maintaining the neighbourhood's visual character.

Furthermore, the increase in allowable garage width from 60% to 90% of the dwelling's façade will enhance the property's functionality without disrupting the streetscape. The location of the detached garage in the rear yard ensures that it remains unobtrusive and largely out of view from the street, as can be seen in **Figure 4**.

As such, the requested variances for increased wall height and increased lot coverage for an accessory structure, and increased allowable garage width relative to the width of the dwelling façade, maintain the intent and purpose of the Official Plan.

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

The subject lands are zoned Residential Second Density R2(2) in the City of Stratford Zoning By-law 10-2022. This zone permits single detached dwellings and accessory structures, and the surrounding area primarily contains single detached dwellings.

Section 4.1.4 of the City's Zoning By-law specifies accessory use regulations, including maximum lot coverage, floor area, height and wall height for structures, ensuring they are secondary to the main dwelling. Additionally, Table 6.4.2 sets out requirements for the R2 Zone, including garage width and position regulations to maintain neighbourhood character consistency.

The intent of these regulations is to uphold a cohesive streetscape and prevent privacy or massing issues that could impact neighbouring properties. Accessory structures like garages are required to maintain a visually harmonious environment, which is facilitated by limits on dimensions. The proposed variance seeks to expand the existing detached garage while remaining in visual harmony with the surrounding neighbourhood. Although the wall height is proposed to increase, the overall height would remain compliant, ensuring the design would not create any privacy or shadowing impacts on adjacent properties.

The requested increase in garage width, lot coverage, and wall height is intended to enhance functionality for modern residential needs while preserving visual aesthetics and coherence of the neighbourhood. As the detached garage is in the rear yard, the impact of massing alterations is minimized, and the impact on the streetscape is marginal.

As such, Staff are satisfied that the application maintains the general intent and purpose of the Zoning By-law.

Are the requested variances desirable for the appropriate development of the lands?

The requested variances enhance the property's functionality by expanding the size of the existing detached garage. The location of the garage in the rear yard minimizes visual impact on the streetscape, ensuring the neighbourhood's aesthetic integrity remains intact. The proposal fosters efficient land use, supports adaptability and future utility while maintaining respect for the area's residential character and overall zoning goals, thereby contributing positively to the community's development. As such, Staff is of the opinion that the requested variances are desirable for the appropriate development of the lands.

Are the requested variances minor in nature?

Whether a variance is considered minor is evaluated in terms of the impact the proposed development is expected to have on the surrounding neighbourhood. The proposed

increases in garage width, lot coverage and wall height are not anticipated to adversely affect the character or aesthetics of the area, as the changes are designed to harmonize with the existing built environment. As the garage is located in the rear yard, any visual or spatial impact on neighbouring properties and the streetscape is minimized. These adjustments ensure the continued enjoyment of properties in the vicinity in compliance with the Zoning By-law. Therefore, the requested variances are deemed minor in nature, as they do not present significant adverse effects or disruptions to the local community.

Recommendation:

That the City of Stratford Committee of Adjustment **APPROVE** Application A15-25, submitted by Wallace Clayton Holst, for lands legally described as Plan 47 N PT LOT 549 in the City of Stratford, and municipally known as 293 Queen Street, as it relates to:

1. Table 4.1.4: Accessory Use Regulations – to increase the maximum lot coverage for an accessory structure from 10% to 14.24%.
2. Table 4.1.4: Accessory Use Regulations – to increase the maximum wall height for an accessory structure from 3.0 m to 3.68 m.
3. Table 6.4.2: to increase the allowable garage width from sixty (60) percent of the elevation facing the front lot line or exterior side lot line, as stipulated by note ④ of the additional regulations for Table 6.4.2, to ninety (90) percent of the width of the dwelling facade.

Reasons

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 conforms to the 'Residential Area' goals and objective policies of the Official Plan.

The requested relief maintains the intent and purpose of the City's Zoning By-law as no negative impacts regarding privacy, drainage, maintenance, or safety are anticipated as a result of the enlarged garage.

The requested relief is desirable for the use of the land, facilitating the expansion of the existing detached garage to enhance functionality without compromising the neighbourhood's character.

The requested relief is minor in nature 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:

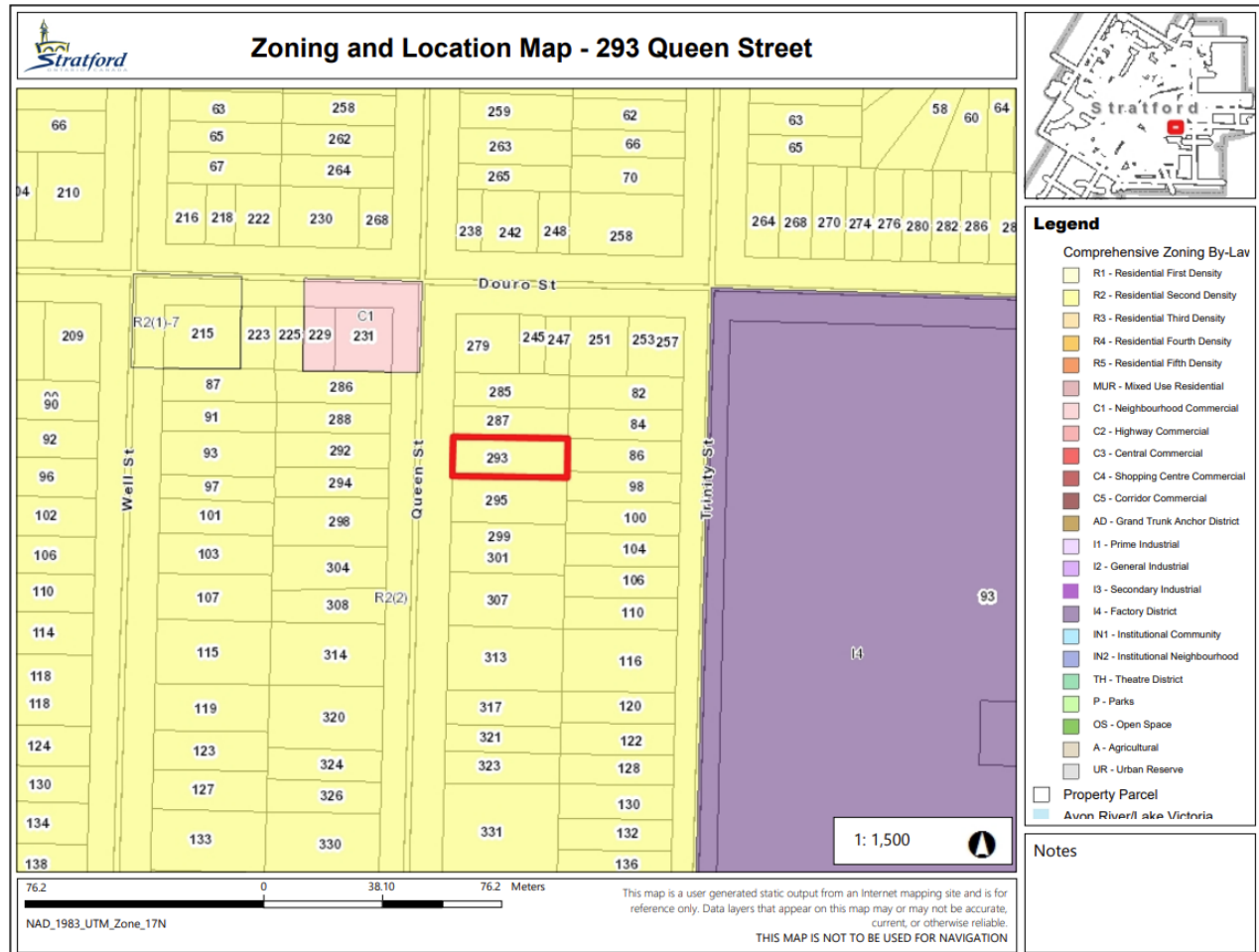
Ryan Queenan, Planner

Reviewed, Recommended, & Approved by:

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

Report finalized: September 11th, 2025

Map 1 – Zoning & Location Map



Map 2 – Aerial Map

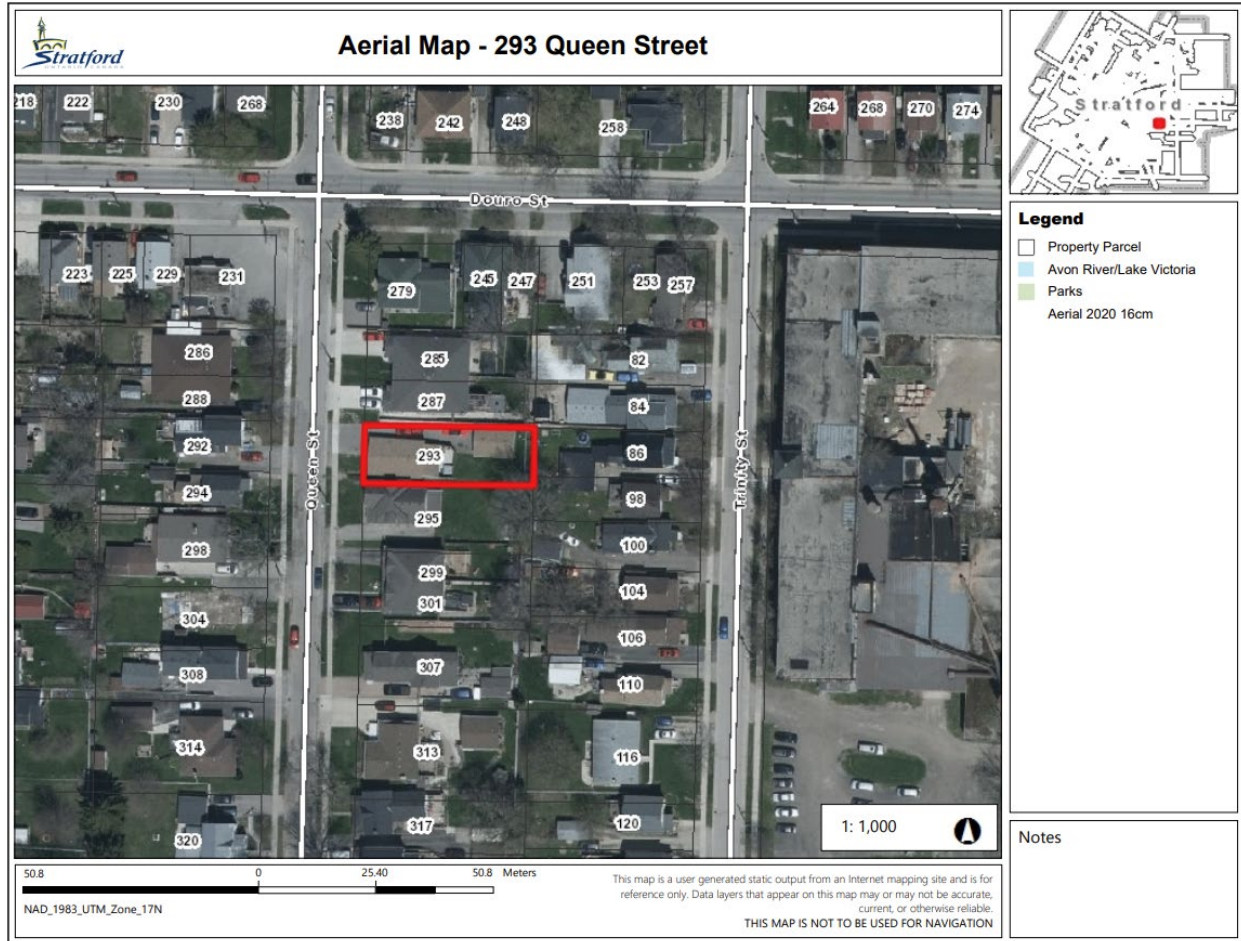


Figure 1 – Concept Plan

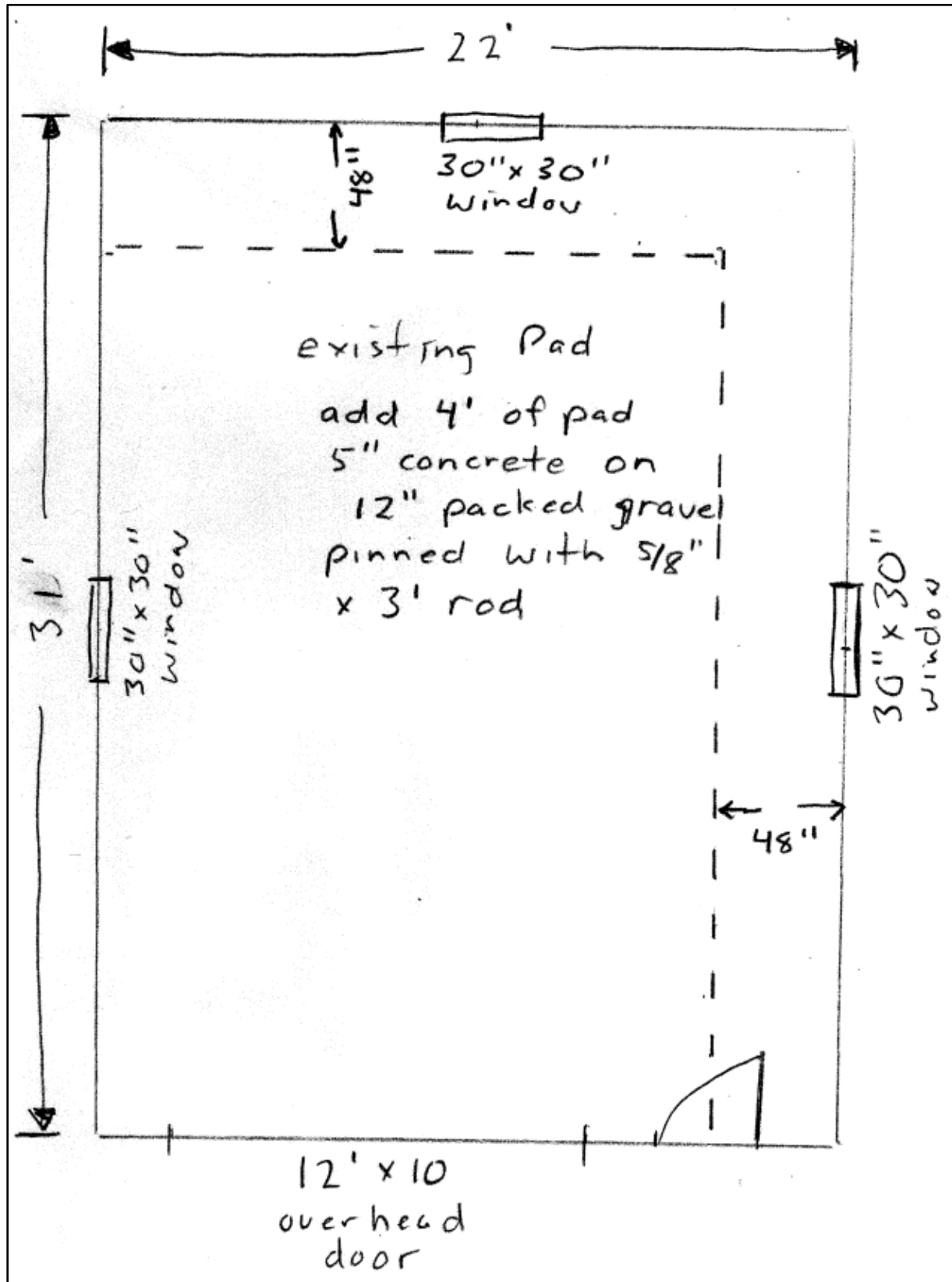


Figure 2 – Concept Site Plan

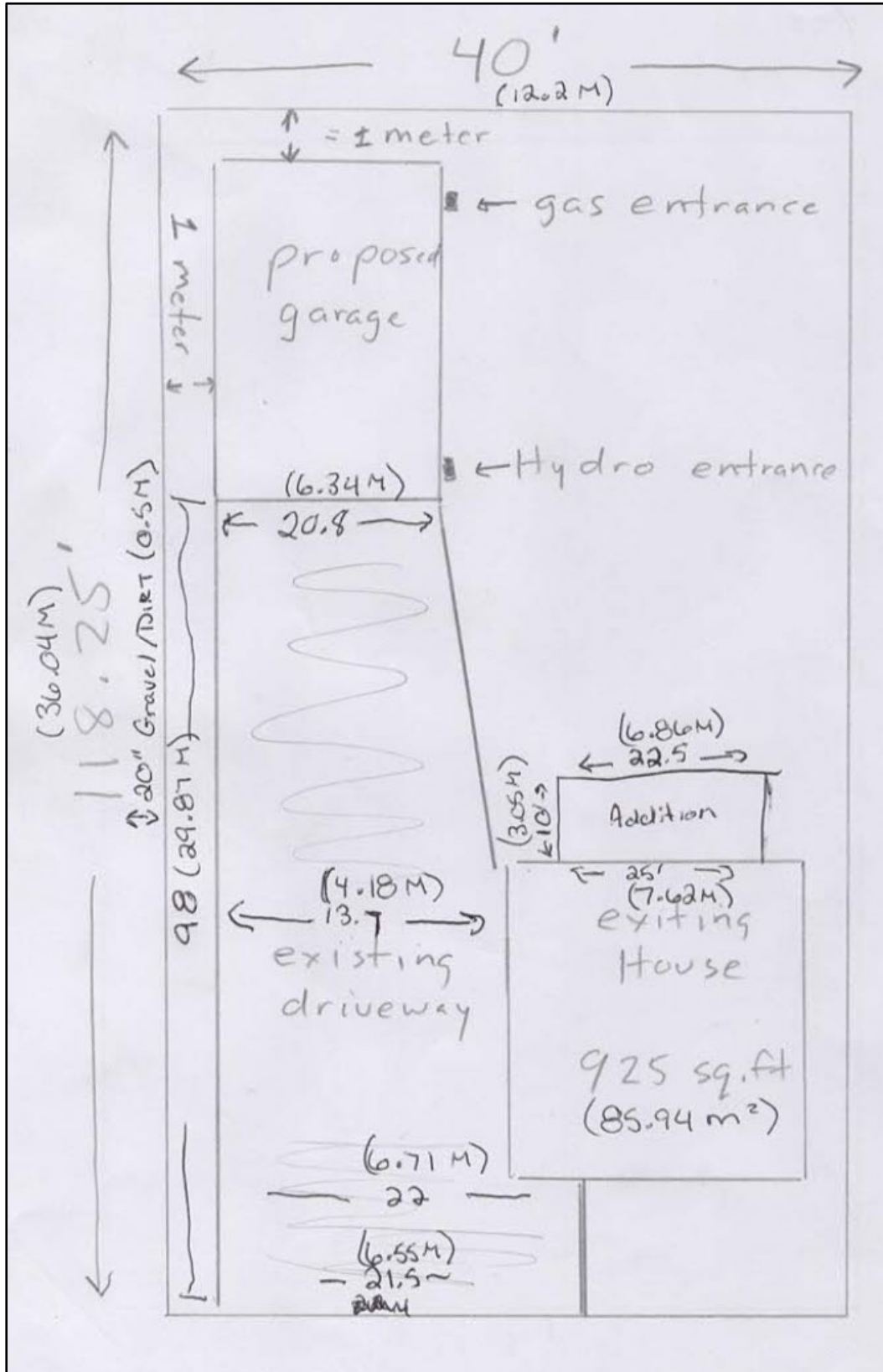


Figure 3 – Concept Elevations

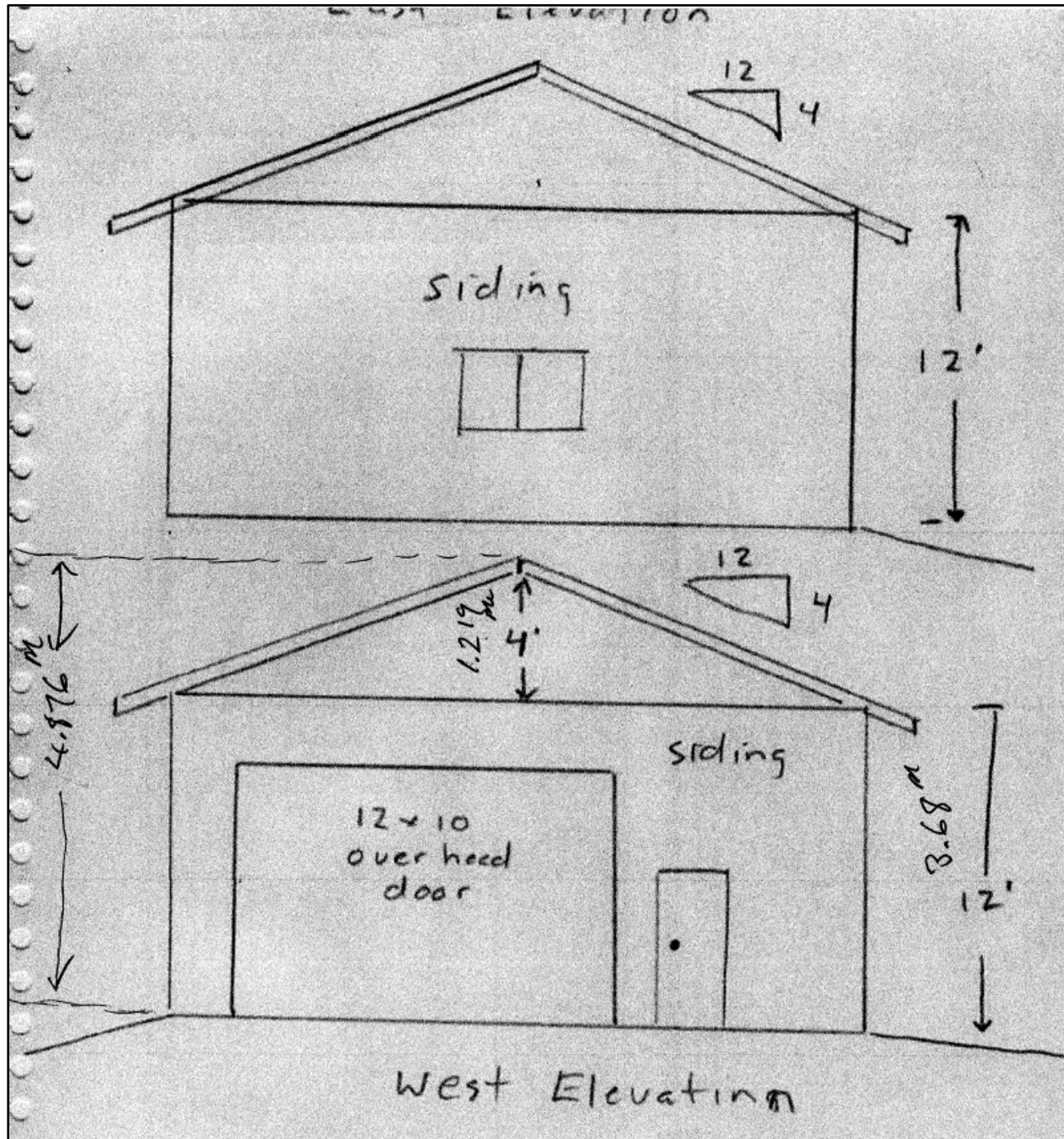


Figure 4 – Site Photo



293 Queen Street, as seen from Queen Street looking east (September 3, 2025)

REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department - Planning Division

Application No.: A17-25

Meeting Date: September 17, 2025

Owner: Tim Taylor

Agent: Andrew Taylor

Location: 990 O'Loane Avenue, legally described as CON 2 PT LOT 6, in the City of Stratford.

Zoning: A – Agricultural

Official Plan Designation: Residential Area

Road Classification: O'Loane Avenue – Arterial Road

Purpose and Effect of Application:

The purpose of this application is to permit a detached garage with an increased wall height and area.

The effect of this application is to facilitate the expansion of an existing detached garage on the subject lands. An addition of 74.14 m² is proposed to be added to the rear of the existing detached garage, to increase the existing garage floor area from 162.67 m² to 236.81 m². The proposed addition would have a wall height of 3.66 m, and would follow the existing roof line. There would be no change to the façade of the existing garage.

Variances Requested:

1. Table 4.1.4: Accessory Use Regulations – to increase the maximum lot coverage for an accessory structure from 100 m² to 236.81 m².
2. Table 4.1.4: Accessory Use Regulations – to increase the maximum wall height for an accessory structure from 3.0 m to 3.66 m.

Please note that the existing detached garage predates the City's Comprehensive Zoning By-law Number 10-2022 and appears to be a legal non-complying structure with a floor area of 162.67 m² which exceeds the maximum floor area requirement of 100 m².

Background:

Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Aerial Map
- Figure 1 – Concept Plan
- Figure 2 – Concept Elevation
- Figure 3 – Site Photo

Site Characteristics

Existing Use: Single-detached dwelling with Accessory Structures

Frontage: Approximately 80.46 m

Depth: Approximately 110.63 m

Area: Approximately 8,901.04 m²

Shape: Rectangular

Surrounding Land Uses

North: Cemetery, Single-detached dwellings

East: Single-detached dwellings

South: Vacant land, Single-detached dwellings

West: Agricultural

Agency Comments

This minor variance application was circulated to agencies for comments on August 25, 2025. The following comments were received:

City of Stratford Building and Planning Department – Building Services:

No comments or concerns.

City of Stratford Infrastructure Services Department – Engineering Division:

A damage deposit of \$8,500.00 (plus Administrative Fee and HST) are required prior to construction as per "Schedule E" of the Fees and Charges By-law 117-2023.

City of Stratford Infrastructure Services Department – Climate Action:

No comments or concerns.

City of Stratford Fire Prevention:

No comments or concerns.

Upper Thames River Conservation Area:

The subject lands at 990 O’Loane Avenue are not affected by any regulations made pursuant to Section 28 of the *Conservation Authorities Act*. The UTRCA has *no objections* to the application, and we have *no* Section 28 approval requirements.

Upper Thames River Conservation Area – Source Water Protection:

The subject lands **are** located within a vulnerable area of a Wellhead Protection Area D2 and D4. Due to the low vulnerability of the area, the property is not designated for restricted land use under S. 59 of the Clean Water Act, 2006. We do ask that due to the vulnerability of the area to take steps to protect it, such as; conserving water, properly disposing of hazardous wastes, use non-toxic products where possible, and prevent pollutants from entering into runoff. 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/>

Public Comments

Notice of the requested variance was sent to surrounding property owners on August 25, 2025. In addition, notice of the requested variance was published in the Town Crier of the Beacon Herald on August 30, 2025. At the time of writing this report, 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 (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 2.3.1.2 of the PPS emphasizes efficient and sustainable use of land within settlement areas to optimize existing resources. The proposed garage addition aligns with these principles by effectively utilizing the property’s expansive area without requiring additional infrastructure or impacting neighbouring properties, due to its remote location and lack of immediate adjacent neighbours.

Although the property is zoned Agricultural (A), its designation as ‘Residential Area’ within the Official Plan supports the enhancement of residential amenities, such as expanded

storage, to meet modern residential needs. This proposal respects PPS policies by maximizing existing site capacity while maintaining minimal impact on the surrounding environment, facilitating improvements consistent with provincial goals for sustainable development and resource management. Staff believe the proposal is consistent with the policies of the PPS, aligning with the broader objectives of efficient land use and environmental stewardship.

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. The Residential Area policies allow for a range of dwelling types from single detached dwellings to 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 minor variances for increased wall height and increased lot coverage for an accessory structure, to facilitate the expansion of an existing detached garage on the subject lands. These requested changes align with the Official Plan's support for enhancing residential functionality, providing enhancements that complement the character of the area. The considerable size of the property and lack of direct neighbours minimizes potential visual impacts, allowing the property to meet modern utility needs without disturbing community aesthetics.

The garage's location in the rear yard ensures discretion and minimizes visibility, retaining an unobtrusive profile in the neighbourhood. This proposed siting and enhancements affirm adherence to the Official Plan's goals for cohesive and beneficial residential development while preserving community integrity and visual appeal. The proposed addition to the existing detached garage is located at the rear of the garage, as can be seen on **Figure 1**, and will not alter the existing streetscape. The proposed addition will follow the existing roof line of the existing detached garage. Therefore, the proposed variances align with the Official Plan's objectives to accommodate reasonable modernization and functional improvements without compromising the area's residential character.

As such, the requested variances for increased floor area and wall height for an accessory structure maintain the intent and purpose of the Official Plan.

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

The subject lands are zoned Agricultural (A) in the City of Stratford Zoning By-law 10-2022. This zone accommodates traditional agricultural uses while also permitting

existing non-farm residential uses. This flexibility supports a blend of residential and accessory structures on properties that do not actively engage in agricultural production.

Section 4.1.4 of the City's Zoning By-law provides regulations for accessory structures, including limits on maximum floor area and wall height to ensure they remain subordinate to the main dwelling. The proposed variances request an increase in the maximum floor area for an accessory structure from 100 m² to 236.81 m², and an increase in the maximum wall height from 3.0 meters to 3.66 meters.

The intent of these regulations is to enable structures that enhance residential functionality ensuring an accessory use is visually subordinate to the main residential use and there are no unacceptable adverse impacts on nearby uses. Although zoned Agricultural, this property's use as non-farm residential permits the expanded garage, balancing modern utility needs while maintaining the area's characteristic openness and rural aesthetics.

The substantial size and remote location of the property ensure the proposed addition to the existing detached garages will integrate smoothly with the environment, causing no adverse impacts on neighboring parcels. The proposed addition is intended to support modern residential needs, enhancing the property's utility yet preserving the character and visual harmony of the surrounding landscape.

As such, Staff are satisfied that the application maintains the general intent and purpose of the Zoning By-law.

Are the requested variances desirable for the appropriate development of the lands?

The requested variances enhance the property's functionality by expanding the size of the existing detached garage through an addition. Located well away from roads and neighbouring properties, the garage's placement minimizes visual impact, ensuring that the rural character and openness of the area remains undisturbed. This proposal supports the efficient use of land, offering greater adaptability and utility without detracting from surrounding aesthetics. By facilitating modern enhancements while respecting zoning intentions, the development contributes positively to the property's usability and the broader community landscape. As such, Staff is of the opinion that the requested variances are desirable for the appropriate development of the lands.

Are the requested variances minor in nature?

Whether a variance is considered minor is evaluated in terms of the impact the proposed development is expected to have on the surrounding neighbourhood. The proposed increases in lot coverage and wall height for the detached garage are considered minor due to the property's large size and lack of direct neighbours. The garage is set back significantly from the roadways and surrounding occupied properties, meaning any

potential visual or spatial impacts are greatly minimized. This ensures that the character of the area is preserved and that the Zoning By-law's intent to protect community integrity and aesthetic is maintained. Therefore, the requested variances are regarded as minor, as they are not anticipated to result in unacceptable adverse effects or significant disruptions to the local community.

Recommendation:

That the City of Stratford Committee of Adjustment **APPROVE** Application A17-25, submitted by Andrew Taylor on behalf of Tim Taylor, for lands legally described as CON 2 PT LOT 6, in the City of Stratford, and municipally known as 990 O'Loane Avenue:

1. Table 4.1.4: Accessory Use Regulations – to increase the maximum floor area for an accessory structure from 100 m² to 236.81 m².
2. Table 4.1.4: Accessory Use Regulations – to increase the maximum wall height for an accessory structure from 3.0m to 3.66m.

Reasons

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 conforms to the 'Residential Area' goals and objective policies of the Official Plan.

The requested relief maintains the intent and purpose of the City's Zoning By-law as no negative impacts regarding privacy, drainage, maintenance, or safety are anticipated as a result of the enlarged garage.

The requested relief is desirable for the use of the land, facilitating the expansion of the existing detached garage to enhance functionality without compromising the neighbourhood's character.

The requested relief is minor in nature 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:

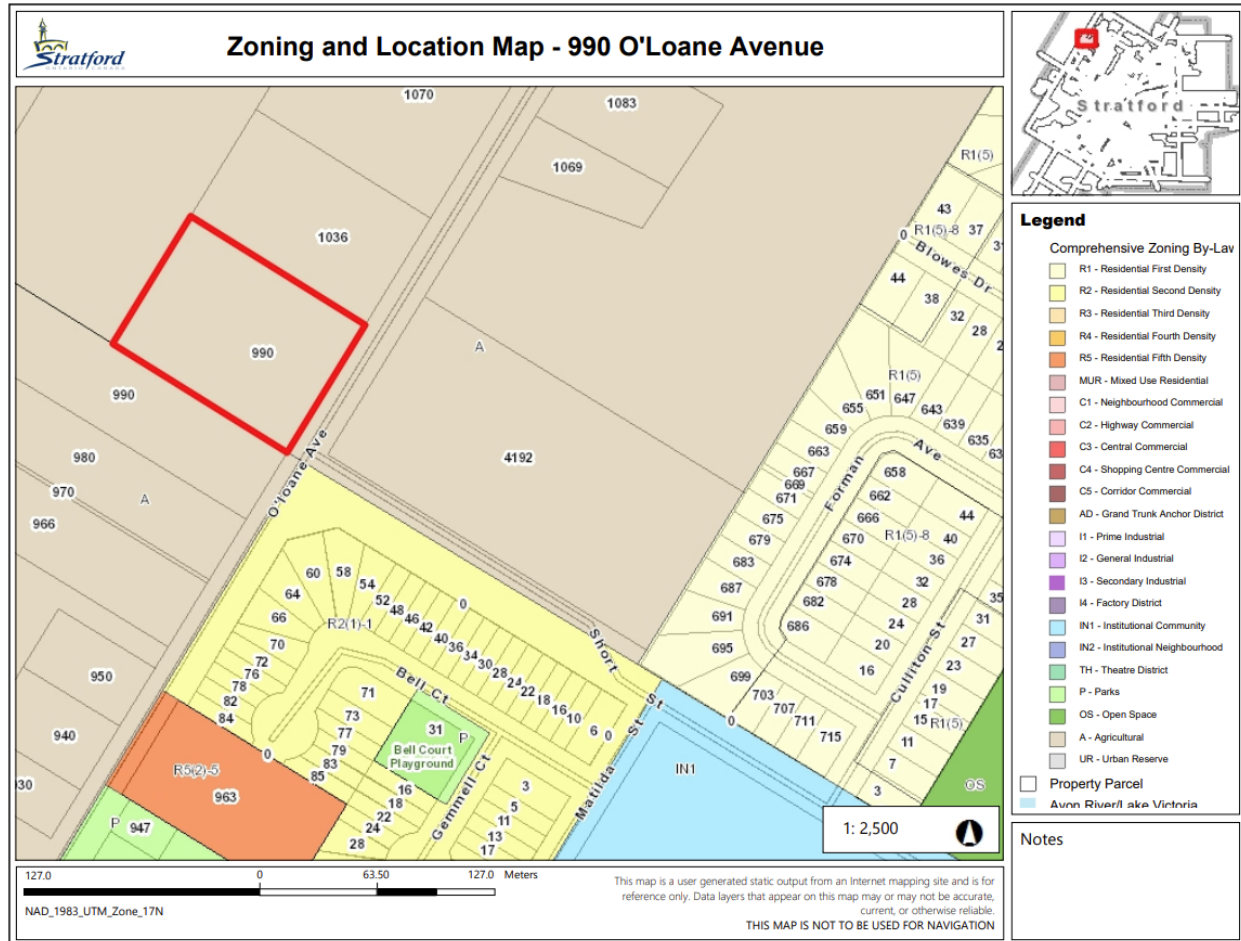
Ryan Queenan, Planner

Reviewed, Recommended, & Approved by:

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

Report finalized: September 11th, 2025

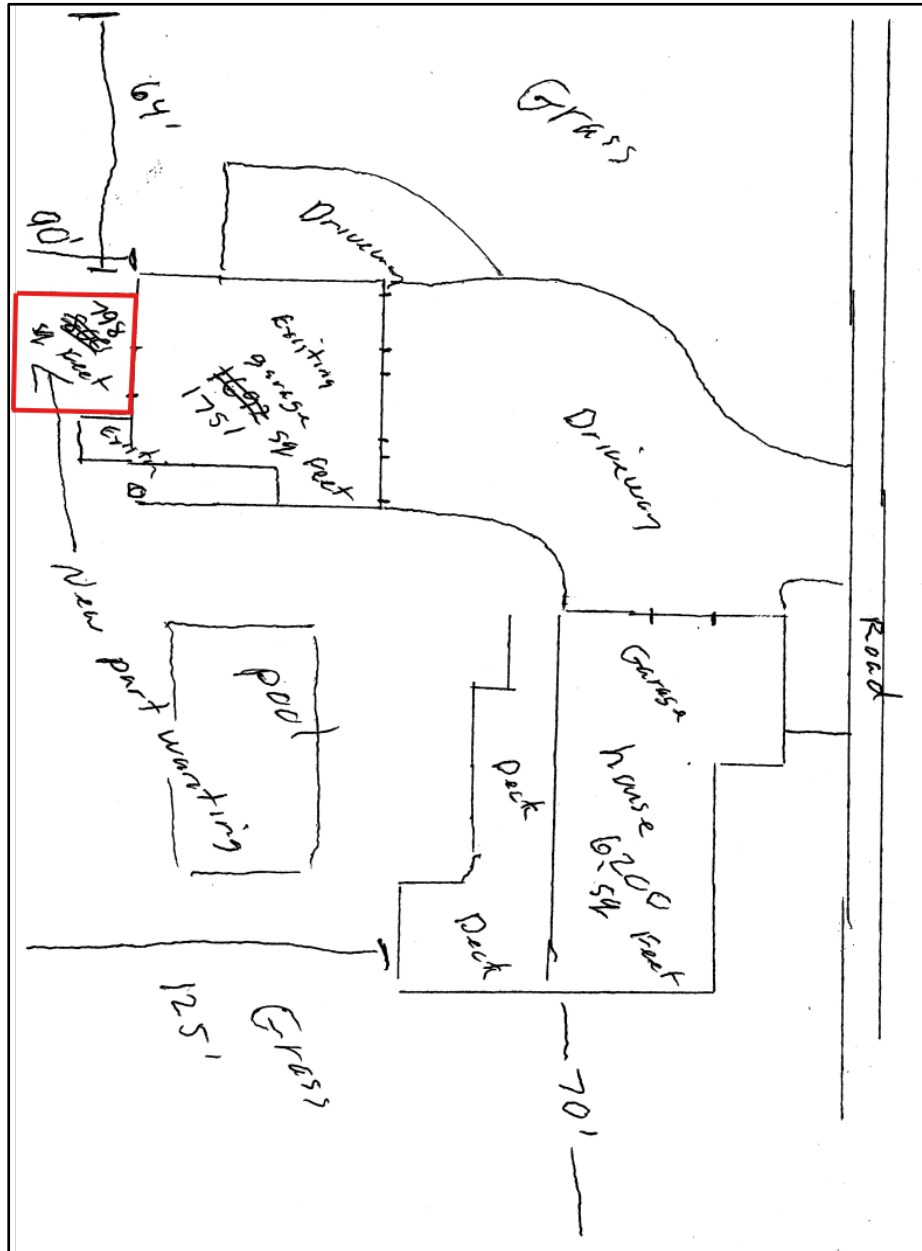
Map 1 – Zoning & Location Map



Map 2 – Aerial Map



Figure 1 – Concept Plan



Garage addition outlined in red

Figure 2 – Concept Elevation

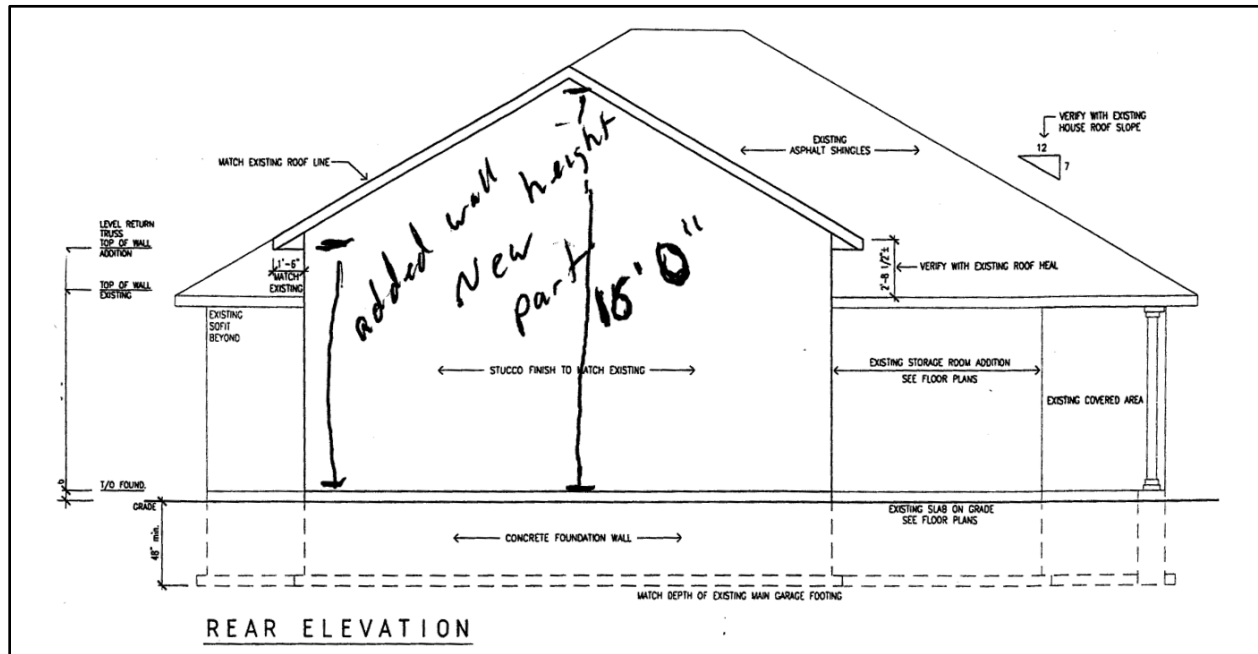


Figure 3 – Site Photo



990 O'Loane Avenue, as seen looking north-west from O'Loane Avenue (September 3, 2025)

REPORT TO THE COMMITTEE OF ADJUSTMENT

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

Application No.: A18-25

Meeting Date: September 17, 2025

Owner: Samuel Hall & Maxwell Hall

Agent: Baker Planning Group (c/o Caroline Baker)

**Location: 45 Devon Street, legally described as PLAN 141, Lot 36 in the
City of Stratford**

Zoning: R1(3) – Residential First Density

**Official Plan
Designation: Residential Area**

**Road Classification: Devon Street – Collector Road
Canterbury Ave. – Local Road**

Purpose and Effect of Application:

The purpose of the application is to allow a single detached residential dwelling comprised of three (3) dwelling units, each with a maximum gross floor area of 115 m². The applicant is seeking relief regarding the maximum floor area requirement for Additional Residential Units (ARUs), whereas the City's zoning by-law requires the first unit to be the primary unit, with additional accessory residential units having a maximum gross floor area of 50% of the primary unit, up to a maximum of 100 m². Additional Residential Units are defined and regulated in the City's Zoning By-law as "Garden Suites" and "Second Suites."

In 2019, the Provincial Government amended the Planning Act through Bill 108, known as the "More Homes, More Choice Act," by mandating municipalities to authorize the use of ARUs through zoning by-laws. The Planning Act permits up to two (2) ARUs within a single detached dwelling as of right. The application seeks to leverage these legislative changes to permit the proposed residential development on the subject property.

The effect of the application is to allow the replacement of the existing single-detached dwelling with a new single detached dwelling that includes three (3) dwelling units while maintaining a similar footprint to the existing dwelling on the subject property. The detached garage, located on the rear portion of the subject property, would be demolished. The proposed residential development would have one unit in the basement and two units with covered porches, living, dining, and kitchen spaces on the first floor, while bedrooms and other associated spaces would be on the second floor. The proposed development would have four (4) parking spaces and two (2) separate driveways: one from Devon Street to the north and one from Canterbury Avenue to the east.

Variance Requested:

1. Section 4.24.1 b) – A second suite shall not be greater than 50% of the gross floor area of the principal residential dwelling on the lot, up to a maximum size of 100 m², whereas the proposed principal residential dwelling unit and the additional residential units would each have a maximum gross floor area of 115 m².

Background:

Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Aerial Map
- Map 3 – Conceptual Site Plan
- Figure 1 – Basement Floor Plan
- Figure 2 – First & Second Floor Plans
- Figure 3 - Elevations and Sections
- Figure 4 - Elevations and Sections
- Figure 5 – Site Photograph

Site Characteristics

Existing Use: Single Detached Residential Dwelling
Frontage: 18.27 m
Depth: 32.95 m
Area: 601.80 sq.m.
Shape: Regular

Surrounding Land Uses to 45 Devon Street (Subject Property)

North: Lands with residential dwellings; Stratford Country Club, and parklands are situated further north.
East: Lands with residential dwellings.
South: Lands with residential dwellings; Portia Playground is situated further south.
West: Lands with residential dwellings; Upper Queens Park is situated further west.

Agency Comments

This minor variance application was circulated to agencies for comment on August 27, 2025. The following comments were received:

City of Stratford Building and Planning Services Department – Building
No Comments.

City of Stratford Infrastructure Services Department – Climate Action
No comments from the Climate Action division at this time.

City of Stratford Infrastructure Services Department – Engineering

- 1.1. A new damage deposit of \$5,300.00 (plus Administrative Fee and HST) is required to account for all work around the entire frontage prior to construction as per "Schedule E" of the Fees and Charges By-Law 117-2023.
- 1.2. The Engineering Division will require a grading plan submission for review and approval, prior to receiving a Building Permit.
- 1.3. Planning to confirm that the 10m x 10m daylight triangle shown in the drawing provided is not required as per the local and collector intersection. A 3m x 3m sightline triangle is required. (Planning response – there is no requirement for a 10m X10m daylight triangle; furthermore, the 3m X 3m sight triangle requirement is satisfied)
- 1.4. The two proposed parking spots along Canterbury Avenue is undersized and shall be revised to meet the City of Stratford's Zoning By-Law - Section 5.2: Parking Space Dimensions and Requirements, the minimum parking space shall have a minimum width of 2.8m and a minimum length of 5.6m.
- 1.5. All curb cuts are to be arranged through the Engineering Department and performed by City forces. Deposits are required prior to curb cutting construction being permitted.
- 1.6. New individually owned freehold dwelling units or other occupied building in the City must be serviced with separate sanitary, storm and water private connections.
 - 1.6.1. New sanitary, storm and water services connections are required for this property. The Engineering Division must be notified by the property owner/developer, requesting the new servicing estimates and installation. The requestor must provide the Engineering Division with the following: invert elevation of proposed service at property line, site servicing plan (drawing), and sizing requirements. The Engineering Division will generate estimates for

the work to be completed within the public right-of-way. Based on the estimate generated, deposits will be required for the new service installations within the City of Stratford right-of-way prior to construction. Payment of this deposit is the responsibility of the property owner/developer. City forces are required to install the public drain connections (into the existing sanitary/storm/water main 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). Provide private service connection details once available.

1.6.2. The existing 25mm pipe is insufficient to meet the demands of the proposed developments. It is recommended to upgrade to a 38mm service to ensure sufficient capacity.

1.6.2.1. If the additional residential units have different municipal addresses, multiple meters may be permitted. However, they must be installed together in a meter manifold with each meter (e.g., Meter A) supplying its corresponding unit (e.g., Unit A) directly, with no cross-connections between units. Each unit meter needs to be set up with festival hydro.

Upper Thames River Conservation Authority (UTRCA), Source Water Protection:

The subject lands **are** located within a vulnerable area of a Wellhead Protection Area B6 to which the policies of the Thames-Sydenham and Region Source Protection Plan apply. The land use proposed at the above noted property has been designated as a restricted land use under Section 59 of the Clean Water Act, 2006. Within these designated restricted land use areas, a notice from the Risk Management Official is required prior to approval of any Planning Act or Building Permit application. **A S. 59 2(a) Notice (attached) was issued on July 2nd 2025, and the municipality can process the application.** For more information pertaining to drinking water source protection, please refer to the approved Source Protection Plan <https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

This Notice was prepared in response to the Application submitted for the development-related proposal on the Property identified above. This property is designated for Restricted Land Use under Section 59 of the *Clean Water Act (Act)* in relation to the City of Stratford's drinking water system. As required under the *Act*, the proposal was reviewed in consideration of the Thames-Sydenham and Region Source Protection Plan which came into effect December 31, 2015, and contains policies to protect municipal drinking water sources.

Based on the information submitted (attached) and discussions with the applicant, it has been determined that at this point in the development process that there are no apparent land use activities associated with the

Application that are subject to Section 57 (Prohibition) or Section 58 (Risk Management Plan) of the *Clean Water Act*. The municipality may process your application.

The Applicant is advised that this Notice relates strictly to the proposals as described above and in the Application. This Notice is not valid for any subsequent approvals which the proposals may require under the *Planning Act*, or for any other building permits that may be required under the *Building Code Act*. Prior to applying for any subsequent municipal approvals under the *Planning Act*, or for building permits under the *Building Code Act*, a new application for a Restricted Land Use Notice must be submitted for review by the Risk Management Official. This Notice is valid for up to five years from the date of issuance and is non-transferable upon change of ownership.

Upper Thames River Conservation Authority (UTRCA), Land Use Planning:

The subject land is not affected by any regulations made pursuant to Section 28 of the *Conservation Authorities Act*.

City of Stratford Fire Department – Fire Prevention:

No concerns or questions from Fire Prevention.

Festival Hydro

If the customer is looking to upgrade or change the existing hydro service as part of the project, please contact Festival Hydro requesting that a service layout be completed. Also, if there is any consideration to widen the entrance off Devon beyond the 3.0-meter mark or further modify 'parking spot # 1' as depicted on the site plan, the customer/contractor shall consult Festival Hydro before proceeding due to the existing hydro pole in proximity.

Invest Stratford

In regard to 45 Devon Street, the housing division of investStratford is in favour of this new density and infill development. If the proponents are considering offering these units at affordable rental rates, please reach out to housing@investstratford.ca to discuss possible incentives.

Public Comments

The application was circulated for comments on August 27, 2025. The City has received a query from a neighbouring property owner concerning various aspects of the proposed residential development. These include questions about the proposed height, the primary dwelling unit, and the size of each unit. The neighbouring property owner also inquired whether the proposed residential building would have rental units in the future. Additional questions were about whether additional residential units, beyond the three (3) units currently proposed as part of this application, would be permitted on the subject property

in the future. The query also included requests for more clarity regarding parking and the exterior building materials to be used in the proposed development. Any additional public comments received after the report completion date 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 replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, emphasizing 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, the 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 needs. Section 2.2.1 supports the redevelopment and efficient use of underutilized residential land, allowing for modest intensification in built-up areas. Section 2.3.1.4 directs municipalities to implement intensification targets appropriate to local conditions and urban forms, which include encouraging additions to existing housing in cities.

The proposal is consistent with the policies of the PPS. The proposed variance encourages the utilization of existing infrastructure by facilitating the replacement of an existing single detached dwelling with a new single detached dwelling supporting a total of 3 dwelling units, thereby optimizing the use of existing infrastructure and services.

More Home, More Choice Act (Bill 108)

The "More Homes, More Choice Act," also known as Bill 108, received Royal Assent on June 6, 2019, marking its enactment into law. This Act is comprehensive legislation aimed at addressing housing affordability and availability in Ontario. The Act permits up to two (2) Additional Residential Units (ARUs), within a single detached dwelling (in this case), totaling up to 3 units on an urban residential lot as of right. This means that property owners can establish up to two (2) ARUs within a single detached dwelling on their lot subject to zoning requirements. These units can be within the primary dwelling structure or in a separate ancillary building, such as a garden suite, provided the property does not exceed 3 units. By allowing more units in existing residential areas, the legislation aims to increase the housing supply, potentially addressing the housing

affordability crisis. The application seeks to leverage these legislative changes to permit the proposed residential development on the subject property.

In the City's zoning by-law, ARUs are identified as 'Garden Suites' or 'Second Suites.' While permitting ARUs, the City's zoning by-laws outlines that new residential developments shall comply with zoning standards related to size, height, setbacks, building design, and parking requirements. These standards help maintain neighbourhood character and manage impacts on local infrastructure.

As such, staff is of the opinion that the proposed development directly supports provincial housing initiatives by introducing ARUs on a serviced lot. The variance is consistent with the province's intent to accelerate housing through flexible zoning permissions.

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 Area' 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 Area' designation include maintaining essential neighbourhood 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.

The subject property is located within a "Source Protection Plan Significant Threat Area" on Schedule C of the Official Plan; however, it is not within the Regulated Area of the Upper Thames Conservation Authority. The UTRCA has issued the Section 59 Notice for this Site (July 2nd, 2025), confirming that residential uses are permitted and that the applicant will be required to apply for a Restricted Land Use Notice for review by the Risk Management Official prior to obtaining a building permit, being applicable law under the Ontario Building Code.

The City's Official Plan supports residential intensification and the development of additional residential units (such as second suites) within existing neighbourhoods. The proposed second suites contribute to the City's goal of accommodating a greater diversity of housing forms and increasing the supply of affordable housing options. The modest intensification is consistent with the surrounding low-density residential character and efficiently uses existing infrastructure and services.

Furthermore, the subject property is subject to the Stable Residential Area policies of the Stratford Official Plan, which outline that any new development should be compatible with the existing neighbourhood character. Considering that the proposed development will have an appearance and footprint similar to the existing residential building on the property, the proposal is not expected to have negative impacts on the surrounding properties. The scale, form, and building massing would respect the surrounding neighbourhood character.

Additionally, the development adds second suites, enhancing housing affordability by facilitating the replacement of the existing single detached dwelling with a new single detached dwelling containing 3 dwelling units. This conforms to Section 3.4.1 of the Official Plan, which encourages a broad range of housing types and tenures. Hence, the subject proposal complies with the intent of the Official Plan.

Does the requested variance maintain the intent and purpose of the Zoning By-law?

The subject property is zoned as 'Residential First Density-R1(3)' under the City of Stratford Comprehensive Zoning By-law 10-2022, which permits a variety of housing types, including single-detached, semi-detached, and converted dwellings. The city's zoning by-law allows for additional residential units, such as second suites or garden suites, and also imposes maximum floor area constraints. The applicant seeks a variance from Section 4.24.1(b), which stipulates that a second suite must not exceed 50% of the principal dwelling's gross floor area, with a maximum floor area of up to 100 m².

It is important to note that the City's Zoning By-law does not mandate that the property owner or landlord occupy any of the proposed units. The applicant could designate one (1) unit as the primary residential dwelling and include two (2) additional units, all of which can have rental tenure. In this context, planning staff are of the opinion that the term 'principal residential dwelling' is not applicable, thereby enabling the entire property to adapt to varying tenure arrangements that align with market demand and the province's mandate on increasing housing supply of varied tenure within cities.

However, the City's Zoning By-law permits a second suite with a maximum gross floor area of 100 m² to ensure that secondary suites remain subordinate to the main dwelling, supporting gentle intensification within neighbourhoods. The applicant proposes each dwelling unit to have an area of 115 m². Current maximum floor area limitations in the City's Zoning By-law restrict the development potential for three (3) dwelling units per lot, being more restrictive with the More Home, More Choice Act (Bill 108) mandate to promote up to three (3) residential units per property. The proposed dwelling unit floor area of 115 m² size aligns with the Zoning By-law's intent for seamless integration of proposed units with existing neighborhood development. Although the second suite slightly exceeds the principal dwelling's gross floor area requirement, the 115 m² represents a modest increase over the by-law's 100 m²

maximum gross floor area limit. Each unit would still provide adequate livable space while maintaining harmony with neighbouring properties.

Furthermore, according to the City's Zoning By-law, two (2) parking spaces are required for a single detached residential unit (Table 5.1), and one (1) additional parking space is necessary for each second suite (Section 4.24.2), all of which must be located on the same lot. Consequently, a total of four (4) parking spaces is required for the proposed development. The development proposes a total of four (4) parking spaces, with two (2) accessed from a driveway off Devon Street and two (2) from a driveway off Canterbury Avenue, which would satisfy the parking requirements. However, it is important to note that according to the City of Stratford Zoning By-law (Section 5.2.a), a minimum parking space dimension of 2.8 m in width and 5.6 m in length is required. The proposed development would have two parking spaces (spaces 3 and 4) at the rear portion of the proposed building, fronting Canterbury Avenue, with dimensions of 2.8 m in width and 5.5 m in length, thereby falling short by 0.1 m in length. Therefore, planning staff recommend a condition of this minor variance to ensure the parking space dimensions meet the 5.6 m length requirement and to confirm that the proposed parking spaces are wholly contained on the subject lands and do not encroach within the road allowance. The applicant had indicated that the detached garage located at the rear of the property will be demolished which would support the revised parking size configuration.

According to Section 5.3.1.b(i) of the Zoning By-law, the maximum width for a driveway should not exceed 8.0 metres. The proposed driveway from Canterbury Avenue will have a width of 5.6 metres, and the driveway from Devon Street will measure 3 metres, both of which comply with the permitted driveway width under the zoning by-law. Additionally, the City's zoning by-law permits more than one (1) driveway on a lot where the width exceeds 18.0 metres. The existing subject property has a width of 18.27 metres, allowing more than one driveway as per Section 5.3.6 of the zoning by-law. The existing property currently has a driveway from Devon Street and a double-wide driveway from Canterbury Avenue. The applicant intends to utilize these existing accesses.

The proposed residential units would comply with the Zoning By-law regulations regarding setbacks, building area, building coverage, and landscaped open space requirements. The proposed residential building would have a height of 9.4 m (2.5 storeys), which falls within the 10 m maximum height permitted in the R1-3 zone. Therefore, planning staff are of the opinion that the requested variance will not negatively impact surrounding residential uses or the neighbourhood character. The requested variance upholds the intent and purpose of the Zoning By-law.

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

The proposed single detached dwelling comprises three (3) dwelling units which would have a building footprint similar to the existing building footprint on site, with adequate parking and landscape open spaces. Therefore, the proposed additional residential units maintain compatibility with surrounding residential lands. The proposal represents modest intensification that would have a minimal impact on adjacent properties. There are no anticipated unacceptable adverse impacts related to privacy and overlook. Therefore, the requested variance represents appropriate development of the lands.

Is the requested variance minor in nature?

Whether a variance is considered minor is evaluated based on the impact the proposed development is expected to have on the surrounding neighborhood. Firstly, the proposed single detached dwelling, composed of three (3) dwelling units, is expected to have no significant impact on the neighborhood, as it would have an appearance and building footprint similar to the existing dwelling on the property. Secondly, although the proposed dwelling units each have an area of 115 m², this represents a minor deviation from the 100 m² maximum permitted under the City's Zoning By-law. The dwelling units would not result in any exterior additions that would adversely impact surrounding buildings. Hence, the requested variances are minor in nature.

Recommendation:

That the City of Stratford Committee of Adjustment APPROVE Application A18-25, submitted by Baker Planning Group (c/o Caroline Baker) on behalf of Samuel Hall & Maxwell Hall, for lands known municipally as 45 Devon Street, legally described as PLAN 141, Lot 36 in the City of Stratford.

1. Section 4.24.1 b) – A second suite shall not be greater than 50% of the gross floor area of the principal residential dwelling on the lot, up to a maximum size of 100 m², whereas the proposed principal residential dwelling unit and the additional residential units would each have a maximum gross floor area of 115 m².

Subject to the following condition:

1. That the applicant provide a revised Site Plan to the satisfaction of the Manager of Planning ensuring that the proposed parking spaces to be accommodated in the driveway located in the rear yard of the subject property comply with the City's Comprehensive Zoning By-law and that said spaces be wholly contained within the subject lands and not encroach within the road allowance.

Reasons

The proposed relief is consistent with the Provincial Planning Statement.

And the proposed relief, subject to the listed condition, 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 aligns with its residential policies.

The requested relief upholds the intent and purpose of the city's Comprehensive Zoning By-law. The proposed residential units comply with the city's zoning by-law regarding parking, landscaping, setback, and other related zoning requirements.

The requested relief is desirable for the use of the land as it provides additional housing within a single-detached residential dwelling, supporting gentle intensification on the subject property, which is designated for residential uses.

The requested relief is minor, as the GFA of the second suites (115 m²) represents a slight deviation from the permitted gross floor area (100 m²), with no negative impact on neighbouring properties.

**Prepared
& Recommended by:**

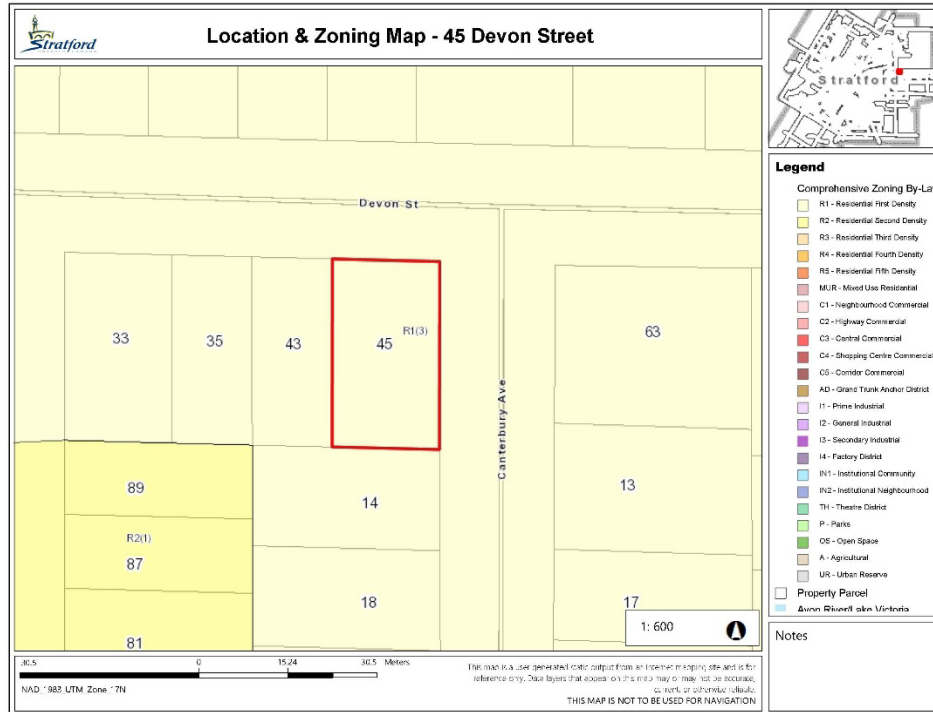
Anu Kumar,
Planner

Approved by:

Marc Bancroft, MPL, MCIP, RPP
Manager of Planning

Report finalized: September 11, 2025

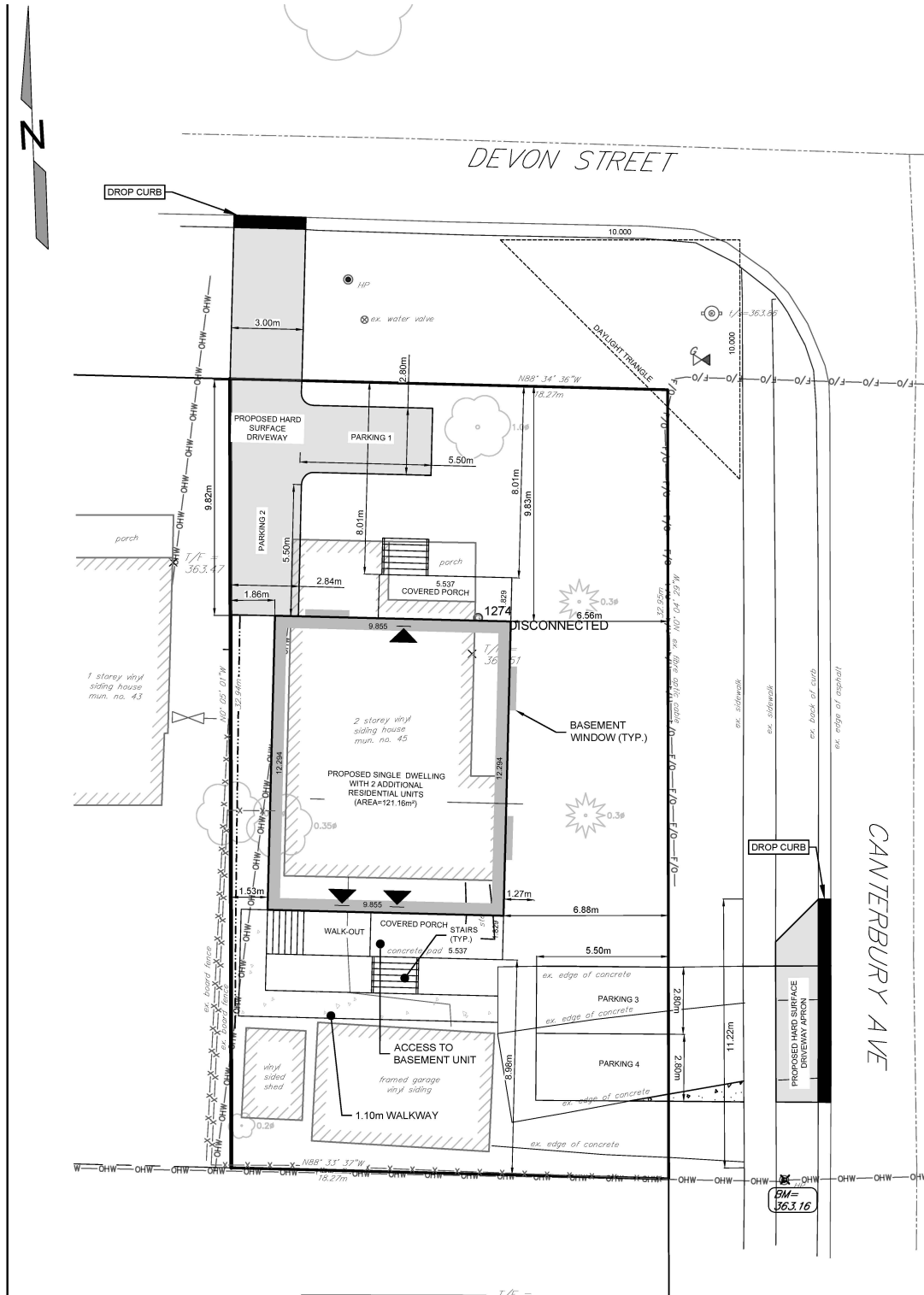
Map 1 – Location & Zoning Map **File # A18-25** **45 Devon Street**



Map 2 – Aerial Map **File # A18-25** **45 Devon Street**

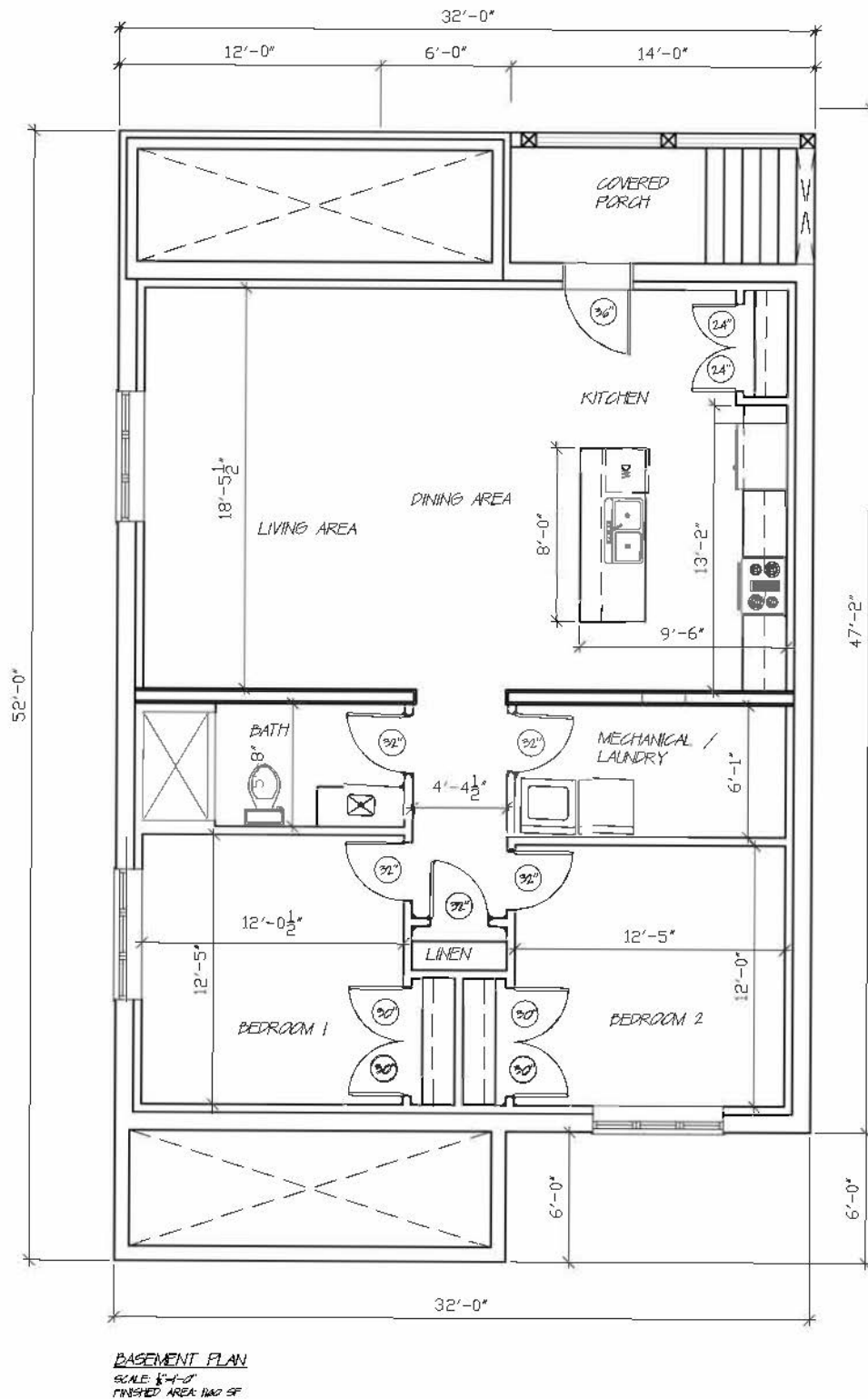


Map 3 – Conceptual Site Plan
File # A18-25
45 Devon Street



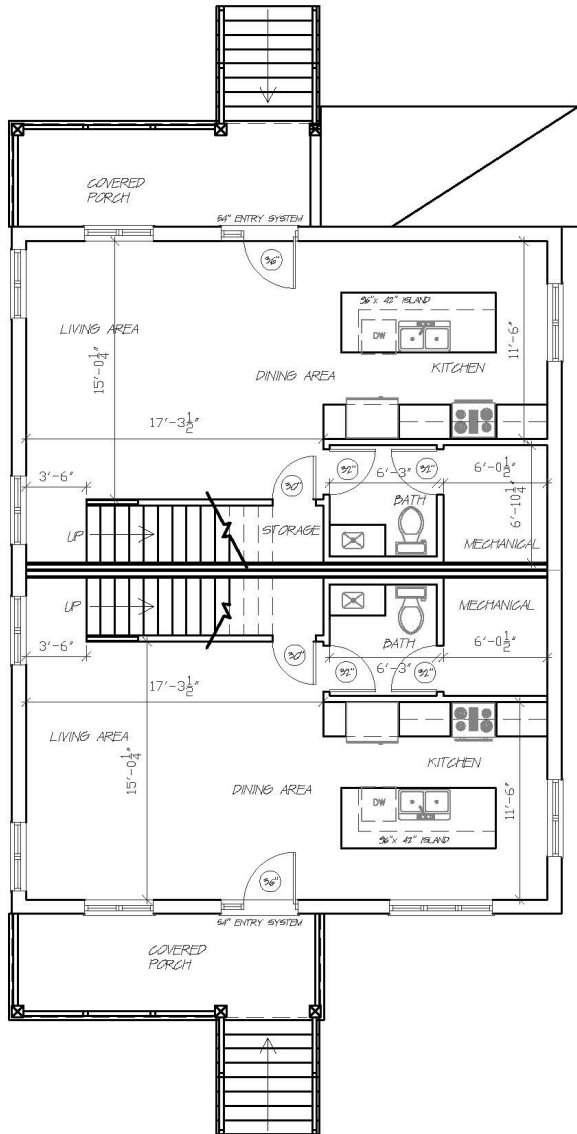
This concept plan is an excerpt from "Lot Grading Plan" prepared by GRIT Engineering, dated 08/25/2025. The purpose of this site plan is to provide context for the proposal. Staff understand that the detailed notations and measurements may not be visible. If you would like an enlarged copy of the plan with visible details please reach out to planning@stratford.ca

Figure 1- Basement Floor Plan
File # A18-25
45 Devon Street

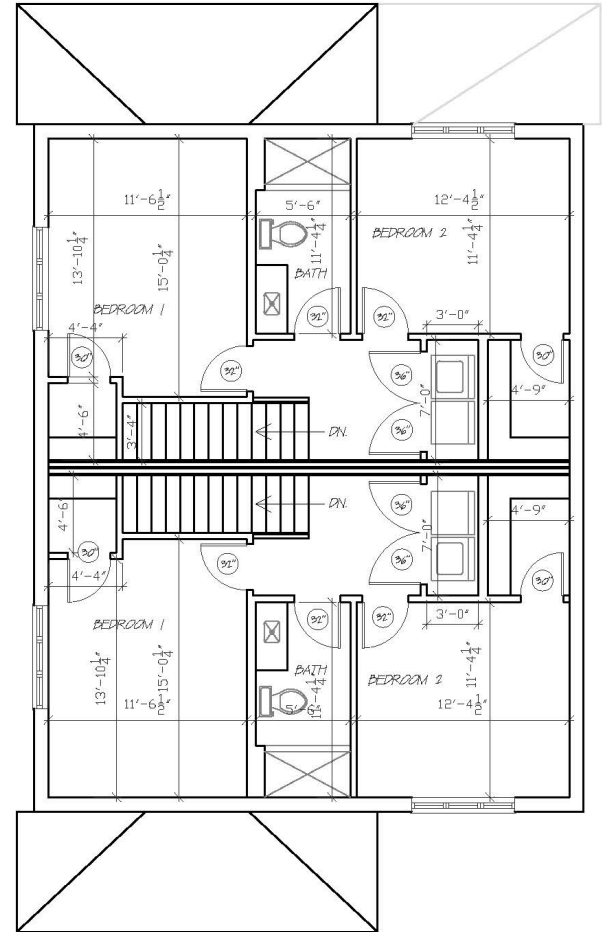


The purpose of this drawing is to provide context for the proposal. Staff understand that the detailed notations and measurements may not be visible. If you would like an enlarged copy of the plan with visible details please reach out to planning@stratford.ca

Figure 2- First & Second Floor Plans
File # A18-25
45 Devon Street



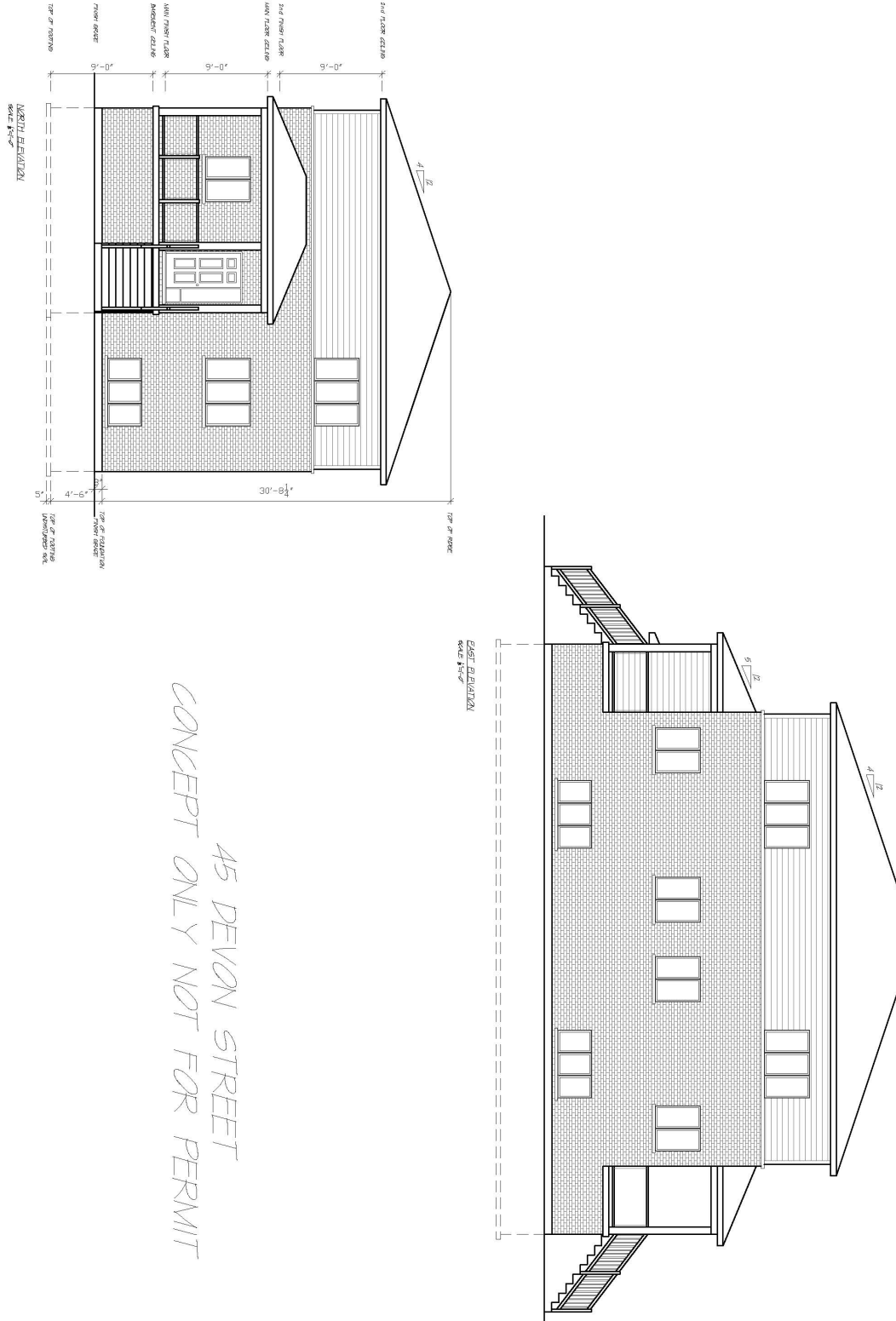
MAIN FLOOR PLAN
 SCALE: 1/8"=1'-0"
 UNIT 1 FINISHED AREA: 400 SF
 UNIT 2 FINISHED AREA: 400 SF



SECOND FLOOR PLAN
 SCALE: 1/8"=1'-0"
 UNIT 1 FINISHED AREA: 400 SF
 UNIT 2 FINISHED AREA: 400 SF

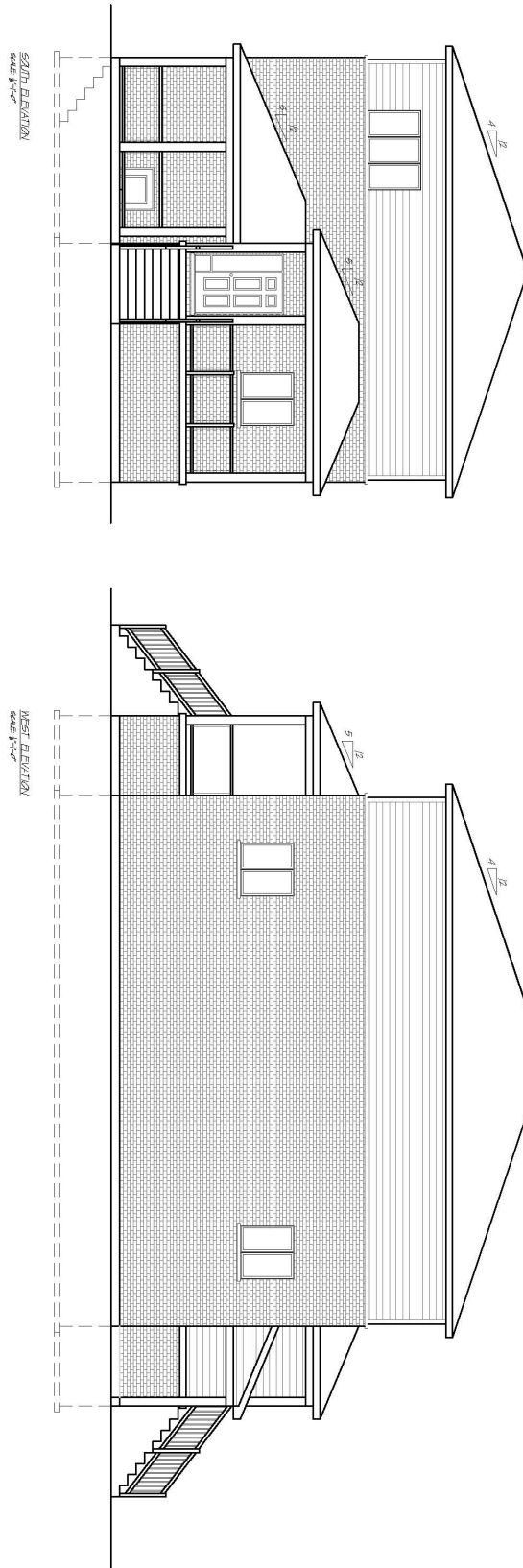
The purpose of this drawing is to provide context for the proposal. Staff understand that the detailed notations and measurements may not be visible. If you would like an enlarged copy of the plan with visible details please reach out to planning@stratford.ca

Figure 3 - Elevations and Sections
File # A18-25
45 Devon Street



The purpose of this drawing is to provide context for the proposal. Staff understand that the detailed notations and measurements may not be visible. If you would like an enlarged copy of the plan with visible details please reach out to planning@stratford.ca

Figure 3 - Elevations and Sections
File # A18-25
45 Devon Street



The purpose of this drawing is to provide context for the proposal. Staff understand that the detailed notations and measurements may not be visible. If you would like an enlarged copy of the plan with visible details please reach out to planning@stratford.ca

Figure 5- Site Photograph
File # A18-25
45 Devon Street



Public Comments Received- A18-25- 45 Devon Street

From: [Bernie Vandenbelt](#)
To: [Planning Division](#); [Anu Kumar](#)
Subject: Proposal for 45 Devon Street, Stratford
Date: Friday, September 5, 2025 11:42:09 PM

Planning Division Staff,

Thank you for the opportunity to comment on the proposal for 45 Devon Street, Stratford.

To better understand the implications of this proposal, we would appreciate clarification regarding the following items:

1. What will be the height of the structure and is that height in compliance with current City regulations?
2. Which of the three proposed units will be the principal unit (primary dwelling)? What would its floor area be as compared to that of the ARUs?
3. Is it possible that all three units, upon completion or at any point thereafter, might be rental units i.e. that the entire structure might be composed of rental units? Would an all-rental scenario comply with current City regulations?
4. If three units are allowed within the proposed building, would an additional ARU(s) elsewhere on the property still be permissible at some point in the future?
5. Is the City confident that the parking arrangements proposed will not impede sightlines for those turning from Canterbury Avenue onto Devon Street?
6. Our understanding is that the principal exterior material will be brick , complemented by siding. We would appreciate confirmation of this.

It is our hope that the proponents of the proposed development, if approved, will take all reasonable measures to ensure that it will integrate well with the existing architecture and aesthetics of the neighbourhood.

Thank you for your clarifying these matters.

Sincerely,

Bernie & Christine VanDenBelt

REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department - Planning Division

Application No.: B04-25

Meeting Date: September 17, 2025

Owner: Terrence Finlay & Anna Hnatyshen

Agent: MTE (c/o Doug Reaume)

Location: 208 & 210 Forman Ave, legally known as PLAN 11 N PT Lot 24, City of Stratford.

Zoning: Residential Second Density – R2(1)

Official Plan Designation: Residential Area

Road Classification: Forman Ave. – Collector Road

Purpose and Effect of Application

The purpose and effect of this application is to sever the northern portion of the subject lands, municipally known as 210 Forman Ave, to permit individual dwelling units of an existing semi-detached dwelling to be wholly contained on separate lots. The proposed lot would have an area of 372.7 m², a depth of 38.1 m, and a frontage of 9.82 m. The lands to be retained, municipally known as 208 Forman Ave, would have an area of 382.1 m², a depth of 38.1 m, and a frontage of 9.99 m. Both the proposed severed and retained lands have road access to Forman Avenue and currently each contain one dwelling unit of an existing one (1) storey semi-detached dwelling. The northern portion of the subject lands (210 Forman Ave) also comprises a frame shed, whereas the southern portion (208 Forman Ave) also comprises a frame garage.

Background:

Attachments

- Map 1 – Existing Zoning & Location Map
- Map 2 – Aerial Map
- Map 3 – Severance Sketch
- Site Photograph 1
- Site Photograph 2

Site Characteristics

Existing Use: Semi-detached dwelling

Frontage: 19.8 m

Depth: 38.1m

Area: 754.8 m²

Shape: Regular

Proposal:

Metric	Lands to be Severed	Lands to be Retained
Area	372.7 m ²	382.1m ²
Frontage	9.82 m	9.99 m
Lot Depth	38.1 m	38.1 m
Road Access	Forman Ave.	Forman Ave.

Surrounding Land Uses

North: Community of Christ church

East: Single detached dwellings

South: Commercial uses

West: Single detached dwellings; institutional uses

Agency Comments

This consent application was circulated to agencies for comments on August 25, 2025. The following comments were received:

City of Stratford Infrastructure Services Department – Engineering Division:

- 1.1. A 1.4416-meter road widening is required from the Forman Avenue frontage as per the Zoning By-Law Schedule B. Forman Avenue (collector) between Fraser to Huron requires a 23-meter right-of-way.
- 1.2. It is the property owner's responsibility to provide the Engineering Division with proof of the existing servicing to these units on this property. Our records currently show that new sanitary, storm and water services connections will be required for the severance of this property. New individually owned freehold dwelling units or other occupied buildings in the City must be serviced with separate sanitary, storm and water private connections.
 - 1.2.1. 208 Forman Avenue requires a new sanitary service.
 - 1.2.2. 210 Forman Avenue requires a new storm and water service.

City of Stratford Infrastructure Services Department – Climate Action:

No comments from the Climate Action division at this time.

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

No comments

City of Stratford Fire Prevention:

No comments or concerns.

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/>

The subject lands are not affected by any regulations made pursuant to Section 28 of the *Conservation Authorities Act*.

Festival Hydro:

Based on the records available, 208 and 210 Forman currently have separate servicing (and hydro meters) via underground conductor runs.

Both electrically connect at the same concrete hydro pole, which is located just north of the driveway to #210.

However, the underground wires feeding #208 may trespass the lands which are 'to be severed - #210'.

If the project proceeds, the customer shall reach out to Festival Hydro Engineering to discuss this as well as easement registration or the potential for a new U/G service to #208 which does not trespass the lands being severed.

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 on August 25, 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 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.

The proposal to sever a semi-detached dwelling into individually conveyable lots aligns with creating a broader range of more affordable housing options, supporting intensification within an existing community. Additionally, the application would create a new residential lot within the city's built boundary by utilizing existing municipal services. This severance demonstrates resource-efficient intensification. As such, staff are 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;*

The applicant proposes creating a single lot to accommodate the existing residential use on the subject lands. Thus, a plan of subdivision is not required.

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

This consent will not adversely affect the city financially as there is no physical development proposed other than a severance to wholly contain existing dwelling units on separate parcels of land.

- *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 predominantly comprises low-rise developments consisting of single-detached residential dwellings and institutional uses. Additionally, the proposed lot size, frontage, and configuration align with the existing neighbourhood and other semi-detached lots within the city.

- *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 Forman Avenue, which is designated as a collector 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 would comply to the requirements of the City's Zoning By-law.

- *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 to recognize an existing semi-detached dwelling units on separate conveyable parcels of land

- *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) zone.

Recommendation:

THAT the City of Stratford Committee of Adjustment APPROVE Application B04-25 to sever a parcel of land having a lot frontage of 9.82 m and a lot area of 372.7 m², submitted by MTE (c/o Doug Reaume) on behalf of Terrence Finlay and Anna Hnatyshen, for lands legally described as PLAN 11 N PT Lot 24, in the City of Stratford and municipally known as 208 & 210 Forman Ave., 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 any outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the City.
4. That the applicant provide confirmation, to the satisfaction of the City, that gas service connections are provided and wholly contained on the severed and retained parcels to independently service each dwelling unit.
5. That the applicant provide confirmation, to the satisfaction of the City, that a hydro service connection is provided and wholly contained on the retained parcel to independently service the dwelling unit, or alternatively that a consent for easement purposes be obtained to recognize the hydro service accommodating the retained parcel which encroaches over the severed parcel.
6. Prior to the stamping of the deeds, the applicant is to provide proof of existing services to the satisfaction of the City's Engineering Division, and ensure that new sanitary, storm, and water service connections are independently provided for each parcel. 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.
7. Prior to the stamping of the deeds, the applicant shall dedicate a 1.4416-meter road widening along the Forman Ave. frontage to the satisfaction of the City's Engineering Division.
8. 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.

9. That prior to the stamping of the deeds, the applicant shall provide a draft transfer prepared by the applicant's legal representative.
10. 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.

The proposed consent complies with the City of Stratford Zoning By-law.

Prepared by:

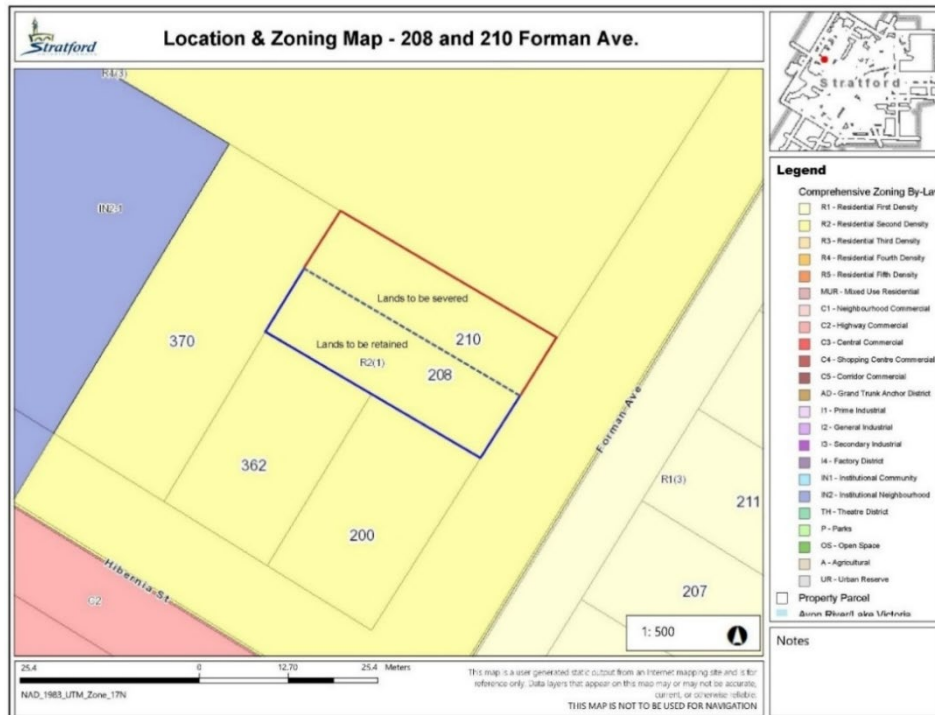
Anu Kumar, Planner

Recommended & approved by:

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

Report finalized: September 11, 2025

Map 1 – Location & Zoning
Map File # B04-25
208 & 210 Forman Ave

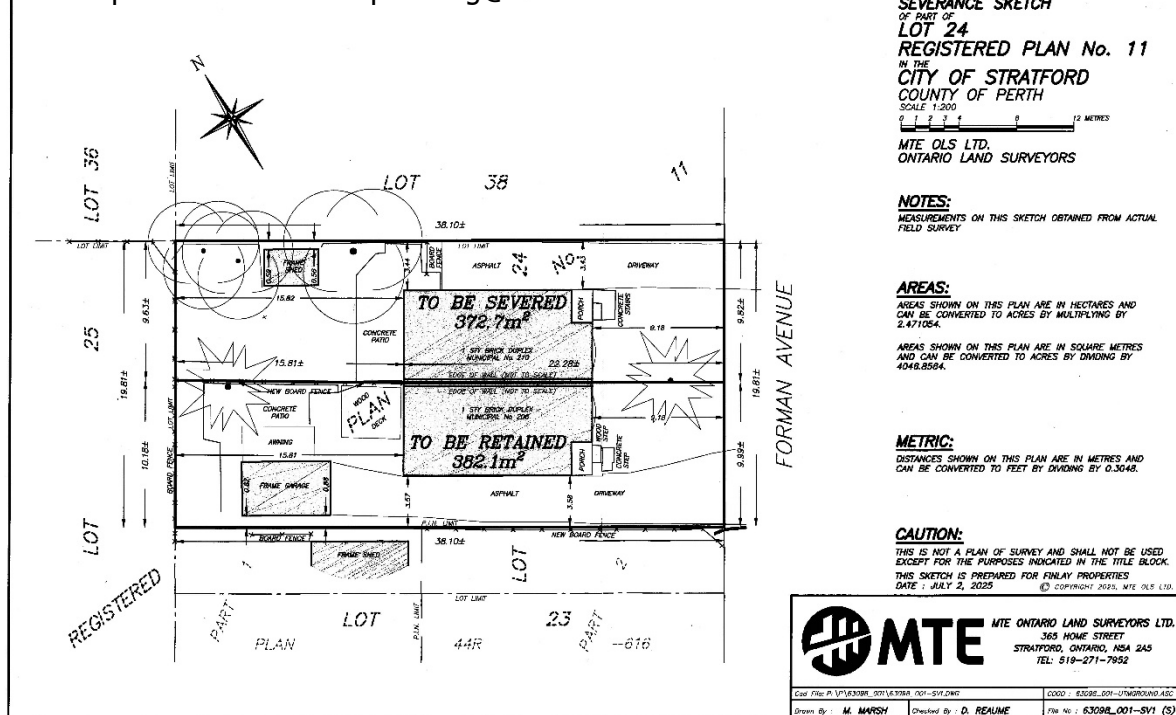


Map 2 – Aerial Map
File # B04-25
208 & 210 Forman Ave



Map 3 – Severance
Sketch File # B04-25
208 & 210 Forman Ave

The purpose of this drawing is to provide context for the proposal. Staff understand that the detailed notations and measurements may not be visible. If you would like an enlarged copy of the plan with visible details please reach out to planning@stratford.ca



Site Photograph 1
File # B04-25
208 & 210 Forman Ave



Site Photograph 2
File # B04-25
208 & 210 Forman Ave

