



## **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, January 21, 2026

**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 December 17, 2025 be adopted as printed.**

## **5. Current Applications**

### **5.1 A23-25- 13, 15, 17, 19, 21 and 23 Manuel Street, Block 90 on Plan 44M-101**

The purpose of the application is to seek relief regarding the minimum front yard depth requirement relative to the garage. The effect of the application is to allow residential development in the form of street townhouse dwellings.

Variance Requested:

1. Section 15.4.33(h) – Regulations in the R4(1)-33 zone - a reduced front yard depth of 5.64 m relative to the garage is being requested whereas a minimum front yard depth relative to the garage of 6 m is required.

### **5.2 B13-25 & B14-25- 601-603 Downie Street**

The purpose and effect of application B13-25 is to sever the southern portion of the lands, municipally known as 603 Downie Street to facilitate the conveyance of semi-detached dwelling units. The proposed lot would have an approximate frontage of 10.98 m, depth of 30.48 m, and an area of 334.7 m<sup>2</sup>. The lands to be severed currently contain a semi-detached dwelling unit and would have frontage and road access to Downie Street. The lands to be retained (601 Downie Street) also contain a semi-detached dwelling unit and would have an approximate frontage of 10.97 m, depth of 30.52 m and an area of 334.6 m<sup>2</sup>. The lands to be retained would have frontage and road access to Downie Street.

The purpose and effect of application B14-25 is to create a blanket servicing easement over 601 Downie Street (retained lands) in favour of 603 Downie Street (severed lands).

### **5.3 B15-25 – 976 Erie Street**

The purpose and effect of this application is to sever the north and west portion of the subject lands to create a new lot to support a new industrial development. The proposed severed lands would have an approximate frontage of 30.0 m along Packham Avenue, frontage of 80.0 m along Erie Street, depth of 152.4 m from Erie Street, and area 14,444.6 m<sup>2</sup>. The proposed retained lands would have an approximate frontage of 74.9 m along Erie Street, depth of 109.5 m along Packham Avenue, and area of 9,014.0 m<sup>2</sup>. Both the lands to be severed and lands to be retained are vacant.

## **6. Next Meeting** – February 18, 2026 – City Hall Council Chambers (upper level), located at 1 Wellington Street, Stratford.

## **7. Adjournment**

Motion by:

Seconded by:

**THAT the January 21, 2026 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](mailto:clerks@stratford.ca).**



## Stratford Committee of Adjustment

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

### MINUTES

**Date:** Wednesday, December 17, 2025

**Time:** 4:00 p.m.

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

**Members in Attendance:** Chair- Charlene Gordon, Ajay Mishra, Roger Black, Dan Weagant.

**Member(s) absent with notice:** Andy Bicanic

**Staff in Attendance:** Marc Bancroft- Manager of Planning, Ryan Queenan- Planner, Anu Kumar- Planner, Eva Baker- Secretary-Treasurer

#### 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

R. Black declared a conflict regarding Item 5.1 – A22-25- due to the proximity of his personal residence.

### **3. General Business**

### **4. Adoption of the Previous Minutes**

Motion by: R. Black  
Seconded by: D. Weagant

**THAT the minutes from the Stratford Committee of Adjustment hearing dated December 17, 2025 be adopted as printed.**

**Carried.**

### **5. Current Applications**

#### **5.1 B12-25- 52 & 54 Avonwood Drive**

The purpose and effect of this application is to sever the eastern portion of the subject lands, municipally known as 52 Avonwood Drive, so that each unit of the existing semi detached dwelling is wholly contained on a separate lot. The proposed severed lot would have an area of 283 m<sup>2</sup>, a depth of 31 m, and a frontage of 9.2 m. The lands to be retained, municipally known as 54 Avonwood Drive, would have an area of 279 m<sup>2</sup>, a depth of 31 m, and a frontage of 9 m. Both the severed and retained lands would have road access to Avonwood Drive, and each currently contains one (1) dwelling unit of the existing two (2) storey semi detached dwelling.

A. Kumar presented the report.

**Questions from the Committee:** none.

**Comments from the Agent on the Application:** Colin Vanderwoerd c/o Van Harten Surveying Inc. (agent) provided materials for Committee's review.

Motion by R. Black to accept the materials  
Seconded by D. Weagant.

**Carried.**

Colin states that the purpose of the application is to correct an inadvertent merger. Colin proposed several amendments and removals of the recommended conditions. He states that in consultation with the engineering division, staff are not in a position to support the removal of these conditions. The first condition he proposed to remove was the storm sewer requirement from condition 4 as there would be no need to connect to the storm sewer as conditions are planned to exist as they are today. This would also not be in character with the street. The removal of the storm service requirement would also result in the removal of condition 6.

Additionally there is a suggestion to remove condition 8. This condition would require the applicant to construct new gas lines to each of the new units. Colin states that it is not practical to require an easement and the layout of the existing gas lines is consistent with the rest of the street. Requiring new gas line connections is additional cost and delay to finalize the consent.

**Questions from Committee:**

C. Gordon- Requested an explanation from staff as to why the properties were merged.

M. Bancroft- Inadvertent mergers can occur with properties that were not created in a plan of subdivision. If parcels adjacent together are in the same name, it can result in the merging of lands in title and this can occur without the owner knowing.

D. Weagant- noted that based on the plans provided by the agent, it appears all of the residences on this section of the street were all serviced the same way. Expressed concern about making a decision without the City's engineering department present.

Discussion occurred about the servicing on the street and concerns with not separating the services where there are currently no easements in place.

D. Weagant- Stated he had several questions for the engineering department to respond to before he is comfortable proceeding to a motion.

**Decision of the Committee:**

Motion By: R. Black  
Seconded By: D. Weagant

THAT the Application for Consent B12-25 – 52 & 54 Avonwood Drive be deferred pending further clarification from the City's Engineering Division regarding servicing requirements as requested by the applicant's agent.

**Carried.**

**5.2 A22-25- 86 Athlone Crescent**

The purpose of the application is to permit a reduced parking requirement for a street townhouse dwelling and a proposed second suite (Additional Residential Unit). A total of 3 parking spaces are required for a street townhouse dwelling and the proposed second suite whereas only 2 parking spaces can be provided on the subject property.

The effect of this application is to reduce the required number of parking spaces required for a street townhouse dwelling with a second suite. Of the 2 parking spaces on-site, one space would remain for the principal dwelling unit while the other would serve as the parking space for the proposed second suite. The parking spaces are in tandem.

Variance Requested:

Table 5.1: Minimum Parking Space Requirements – To decrease the minimum required number of parking spaces for a street townhouse dwelling and a second suite (Additional Residential Unit) from 3 to 2 spaces.

*-Roger exited the Council Chambers-*

R. Queenan presented the report.

**Questions from the Committee:**

D. Weagant- Asked if the driveway could be altered instead of seeking this variance.

R. Queenan- Responded that in his opinion that would not be the appropriate direction because it would remove the landscaped open space in the front yard.

**Comments from the Public:**

Vaughn Thurman (adjacent neighbour): Initially expressed concern that the entrance to the secondary suite would be from the rear but the planner's report has since cleared up that confusion and concern. Expressed concern that if all the townhouses had secondary suites then that puts a burden on the services that the town provides to the townhouses. Also stated that allowing these additional units would set a precedent on the street.

Mary Black (neighbour): Expressed concerns about parking on the street in its current state. The frontages of the properties are very narrow and concerned about other units on the street adding units and creating further parking challenges on the street.

Harry Farmer (neighbour): Stated that the application was a little vague and did not discuss the location of the entrance. Expressed concerns over parking on the street currently.

**Decision of the Committee:**

Motion: A. Mishra

Seconded by: D. Weagant

**THAT the City of Stratford Committee of Adjustment APPROVE Application A22-25, submitted by Balaji Ramachandiran & Hemalatha Balaji Jambunathan, for lands legally described as PLAN 545 PT LOT 11 PT LOT 12 AS RP 44R3039 PARTS 5 & 6 WITH ROW in the City of Stratford, and municipally known as 86 Athlone Crescent, as it relates to:**

Table 5.1: Minimum Parking Space Requirements – To decrease the minimum required number of parking spaces for a street townhouse dwelling and a second suite (Additional Residential Unit) from 3 to 2 spaces.

Subject to the following condition:

1. That the applicant enters into an Encroachment Agreement to be registered against the title of the subject lands with the City of Stratford to permit the parking of a third vehicle, in tandem, which partially encroaches onto the City Road Allowance albeit clear of the travelled portion of Athlone Crescent, and to the satisfaction of the Manager of Planning.

For the following reasons:

1. The proposed relief is consistent with the Provincial Planning Statement.
2. Public Input was received.
3. The request meets the 4 tests of minor variance.

**Carried.**

**6. Next Meeting** – January 21, 2026 – City Hall Council Chambers (upper level), located at 1 Wellington Street, Stratford.

**7. Adjournment**

Motion by: D. Weagant  
Seconded by: A. Mishra

**THAT the December 17, 2025 Stratford Committee of Adjustment meeting adjourn.**

**Carried.**

**Time Start: 4:02 pm**  
**Time End: 5:12 pm**

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

## **REPORT TO THE COMMITTEE OF ADJUSTMENT**

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

**Application No.: A23-25**

**Meeting Date: January 21, 2026**

**Owner: Cachet Developments (Stratford) Inc. (c/o Marcus Gagliardi)**

**Agent: Erica Forrest**

**Location: 13, 15, 17, 19, 21 and 23 Manuel Street, Block 90 on Plan 44M-101, in the City of Stratford; more specifically, the subject lands are situated on the east side of Manuel Street and south of Douro Street**

**Zoning: R4(1)-33 – Residential Fourth Density**

**Official Plan**

**Designation: Residential Area**

**Road Classification: Manuel Street – Local Road**

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### **Purpose and Effect of Application:**

The purpose of the application is to seek relief regarding the minimum front yard depth requirement relative to the garage. The effect of the application is to allow residential development in the form of street townhouse dwellings.

### **Variance Requested:**

1. Section 15.4.33(h) – Regulations in the R4(1)-33 zone - a reduced front yard depth of 5.64 m relative to the garage is being requested whereas a minimum front yard depth relative to the garage of 6 m is required.

### **Background:**

#### Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Aerial Map

- Diagram 1 – Block Plan
- Figure 1 – Site Photograph

#### Site Characteristics

Existing Use: Foundation (groundwork) for the street townhouse dwellings installed without a building permit.

Total Frontage: 33.9 metres

Depth: Varies ranging from 13.41 metres to 15.49 metres

Area: 1,195.3 m<sup>2</sup>

Shape: Generally regular

#### Surrounding Land Uses to 13, 15, 17, 19, 21 and 23 Manuel Street (Subject Lands)

North: Street townhouse dwellings

East: Street townhouse dwellings

South: Street townhouse dwellings

West: Street townhouse dwellings

#### Agency Comments

This minor variance application was circulated to agencies for comment on January 7, 2026. The following comments were received:

#### **City of Stratford Building and Planning Services Department – Building**

As the building has been constructed prior to the issuance of a building permit, the building department will require a survey confirming the building meets the reduced setbacks.

#### **City of Stratford Infrastructure Services Department – Engineering**

Infrastructure Services has no concerns.

#### **City of Stratford – Clerks**

The Clerk's Office has reviewed the application and has no concerns related to parking

#### **Upper Thames River Conservation Authority (UTRCA), 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 protection, please refer to the approved Source Protection Plan at

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

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

The subject lands associated with application A21-25 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.

**City of Stratford Fire Department – Fire Prevention:**

No comments from Fire Prevention.

**CN Proximity:**

It is noted that the subject site is within 300 meters of CN's Main Line. CN has concerns of developing/densifying residential uses in proximity to railway operations. Development of sensitive uses in proximity to railway operations cultivates an environment in which land use incompatibility issues are exacerbated. The [Guidelines for New Development in Proximity to Railway Operations](#) reinforce the safety and well-being of any existing and future occupants of the area. Please refer to these guidelines for the development of sensitive uses in proximity to railway operations. These policies have been developed by the Railway Association of Canada and the Federation of Canadian Municipalities. CN encourages the municipality to pursue the implementation of the following criteria as conditions of an eventual project approval:

- The Owner shall engage a consultant to undertake an analysis of noise. Subject to the review of the noise report, the Railway may consider other measures recommended by an approved Noise Consultant.
- Ground-borne vibration transmission to be evaluated in a report through site testing to determine if dwellings within 75 metres of the railway rights-of-way will be impacted by vibration conditions in excess of 0.14 mm/sec RMS between 4 Hz and 200 Hz. The monitoring system should be capable of measuring frequencies between 4 Hz and 200 Hz, ±3 dB with an RMS averaging time constant of 1 second. If in excess, isolation measures will be required to ensure living areas do not exceed 0.14 mm/sec RMS on and above the first floor of the dwelling.
- The following clause should be inserted in all development agreements, offers to purchase, and agreements of Purchase and Sale or Lease of each dwelling unit within 300m of the railway right-of-way:

*"Warning: Canadian National Railway Company or its assigns or successors in interest has or have a right-of-way within 300 metres from the land the subject hereof. There may be alterations to or expansions of the railway facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). CNR will not be responsible for any complaints or claims*

*arising from use of such facilities and/or operations on, over or under the aforesaid rights-of-way."*

- The Owner shall through restrictive covenants to be registered on title and all agreements of purchase and sale or lease provide notice to the public that the noise and vibration isolation measures implemented are not to be tampered with or altered and further that the Owner shall have sole responsibility for and shall maintain these measures to the satisfaction of CN.
- The Owner shall enter into an Agreement with CN stipulating how CN's concerns will be resolved and will pay CN's reasonable costs in preparing and negotiating the agreement.
- The Owner shall be required to grant CN an environmental easement for operational noise and vibration emissions, registered against the subject property in favour of CN.

CN anticipates the opportunity to review a detailed site plan and a noise and vibration study taking into consideration the [Guidelines for New Development in Proximity to Railway Operations](#) developed by the Federation of Canadians Municipalities and the Railway Association of Canada. We request that CN rail and the [proximity@cn.ca](mailto:proximity@cn.ca) email be circulated on any and all public notices and notice of decisions with respect to this and future land use planning applications with respect to the subject site.

**Planning Response** – As part of the Draft Plan of Subdivision process, the developer was required to have a noise and vibration study undertaken by a qualified professional which recommended mitigation measures to ensure no unacceptable adverse impacts on the proposed residential uses. The requirements for the study and the implementation of recommended and approved mitigation measures (i.e. warning clauses, acoustic barriers, etc.) were listed as conditions of draft plan approval for the subdivision to which CN was listed as a clearance agency. The subdivision agreement registered on title includes said recommended and approved mitigation measures. Also, an environmental easement is registered against the title of all lands within the subdivision including the subject lands. CN reviewed all documentation submitted by the qualified professional and provided written clearance of applicable conditions to the City. As such, the latest request by CN has been previously addressed and accordingly, does not warrant additional requirements to be imposed on this development. City Planning shall provide a response to CN to inform them accordingly.

#### 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 must be consistent with the Provincial Planning Statement (PPS), which came into effect on October 20, 2024. This statement is designed to streamline the provincial planning framework, replacing the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe, with an emphasis on more enabling housing policies. The 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 1.1.1 of the PPS emphasizes the importance of creating healthy and livable communities through efficient land use and a mix of housing options and services. Additionally, Section 1.1.3.2 of the PPS supports residential intensification within settlement areas, particularly where infrastructure and public services are available. The variance requested is consistent with the policies of the PPS, as the street townhouse development would support the creation of a complete community by providing a compact, ground-oriented housing type that can accommodate a diverse range of residents. The street townhouse dwellings support gentle intensification while maintaining compatibility with surrounding developments.

### Bill 17 and Bill 60

In 2025, the Province approved Bill 17- O. Reg. 257/25, and Bill 60 to the Planning Act, which outlines that a proposal on an urban residential lot achieving at least 90% of a required minimum setback is deemed to comply (subject to specified exceptions), and permitted as of right. However, in terms of exceptions, this provision does not apply to lands in the Greenbelt, non-urban residential lands, or prescribed sensitive areas, including lands within 300 metres of a railway line and lands within 120 metres of an inland lake. Given that the subject lands are located within 300 metres of a railway line, this as of right permission does not apply in this case in that a minor variance approval is required for the reduced front yard depth relative to the garage.

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 requested variance maintain the intent and purpose of the Official Plan?

The subject property is designated as a "Residential Area" on Schedule A of the City's Official Plan, permitting low and medium density residential uses, including single-detached, semi-detached, and street 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 and safety.

The City's Official Plan encourages appropriate residential intensification to optimize land use on underutilized lands while ensuring seamless integration with the surrounding developments. In this case, while the required front yard depth relative to the garage is 6 metres, the requested reduction to 5.64 metres would still maintain a consistent streetscape, aligning with the intent of the plan of subdivision. Consequently, the two-storey townhouse development would complement the form of surrounding low-rise developments and contribute to increasing ground-oriented housing options in the city.

Furthermore, per the City's Official Plan, new developments shall ensure safe sightlines and adequate access for vehicles and pedestrians. The requested reduction in the front yard depth relative to the garage would still provide enough space for landscaping and parking, ensuring adequate access for vehicles and pedestrians. Hence, the requested variances will meet the general intent and purpose of the Official Plan.

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

The subject lands are zoned R4(1)-33 – Residential Fourth Density, under the City of Stratford Comprehensive Zoning By-law, which permits townhouse dwellings subject to certain site-specific standards intended to regulate building placement, streetscape character, and functional relationships between buildings, driveways, and the public right of way.

Section 15.4.33 (h) of the Zoning By-law requires the minimum front yard depth relative to the garage to be 6 metres, whereas the relief being requested is 5.64 metres (Note: The required minimum front yard depth relative to the dwelling is 4.5m, per Section 15.4.33(h)). The intent of front yard depth provision is to ensure sufficient setback to accommodate landscaping, parking, and to maintain an orderly and consistent streetscape while minimizing potential conflicts between pedestrians and vehicles. According to the City's Zoning By-law, two (2) parking spaces are required per dwelling unit for townhouse dwellings, which can be accommodated through a combination of garage and driveway. Additionally, the minimum required measurement for a single parking space, according to the City's Zoning By-law, is 2.8 metres wide and 5.6 metres long. Given that the requested reduction in front yard depth is 5.64 metres, all parking spaces would be fully accommodated within the subject lands, without encroaching onto the road allowance including the sidewalk or street. As such, the street townhouse development would fully comply with the parking requirements of the Zoning By-law.

Moreover, in this case, the reduced front yard depth would not result in garages or building massing encroaching onto the public right of way. The functional relationship between the street townhouse dwellings, garage, driveway, and the sidewalk would still be maintained, and pedestrian safety and visibility along Manuel Street would not be compromised. Additionally, the minor reduction in the front yard depth would not create adverse impacts related to shadowing, or incoherent streetscape. Therefore, the requested variance complies with the general intent and purpose of the Zoning By-law.

However, it should be noted that the street townhouse dwellings subject to this minor variance have been constructed to the foundation stage prior to the issuance of a building permit. Therefore, it is recommended that the applicant provide a survey plan detailing the actual site measurements. This requirement is essential to verify that the existing townhouse dwellings on the property comply with the proposed reduced front yard depth of 5.64 meters and the parking standards required by the Zoning By-law.

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

The requested variance would enable a functional, ground-oriented townhouse development while maintaining adequate separation from the public street. Moreover, the reduced front yard depth relative to the garage would still result in appropriate massing and a consistent streetscape along Manuel Street. Accordingly, the requested variances represent appropriate development of the lands.

Is the requested variance minor in nature?

Whether a variance is considered minor is evaluated based on the anticipated impact of the street townhouse development on the surrounding neighbourhood. The proposal seeks a reduction in the minimum front yard depth for the garage from 6.0 metres to 5.64 metres, a deviation of 0.36 metres, which effects are minor in nature. The reduced setback would not create adverse impacts on the public streetscape, pedestrian safety, or vehicular operations. Therefore, the requested variance is minor in nature.

**Recommendation:**

**That the City of Stratford Committee of Adjustment APPROVE Application A23-25, submitted by Erica Forrest on behalf of Cachet Developments (Stratford) Inc. (c/o Marcus Gagliardi), for lands known municipally as 13, 15, 17, 19, 21 and 23 Manuel Street, being Block 90 on Plan 44M-101, in the City of Stratford**

1. Section 15.4.33(h) – Regulations in the R4(1)-33 zone - a reduced front yard depth of 5.64 m relative to the garage is being requested whereas a minimum front yard depth relative to the garage of 6 m is required.

Subject to the following condition:

1. That the applicant provides a survey plan confirming actual measurements on-site to ensure that the street townhouse dwelling meets the 5.64 m front yard depth relative to the garage, to the satisfaction of the City's Building Division.

## **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 reduction in front yard depth from 6.0 metres to 5.64 metres maintains adequate separation from the street and will not adversely affect pedestrian safety, vehicular operations, or the public realm.

The requested relief is desirable for the appropriate development and use of the land. The street townhouse development is compatible with the planned and existing surrounding development.

The requested relief is minor in nature. Although the variance reduces the required front yard setback from 6.0 m to 5.64 m, the street townhouse lots would still have sufficient space to accommodate all required parking and landscaping entirely on-site, maintain safe vehicular and pedestrian circulation, and avoid any adverse impacts on adjacent properties and the streetscape.

**Prepared by:**

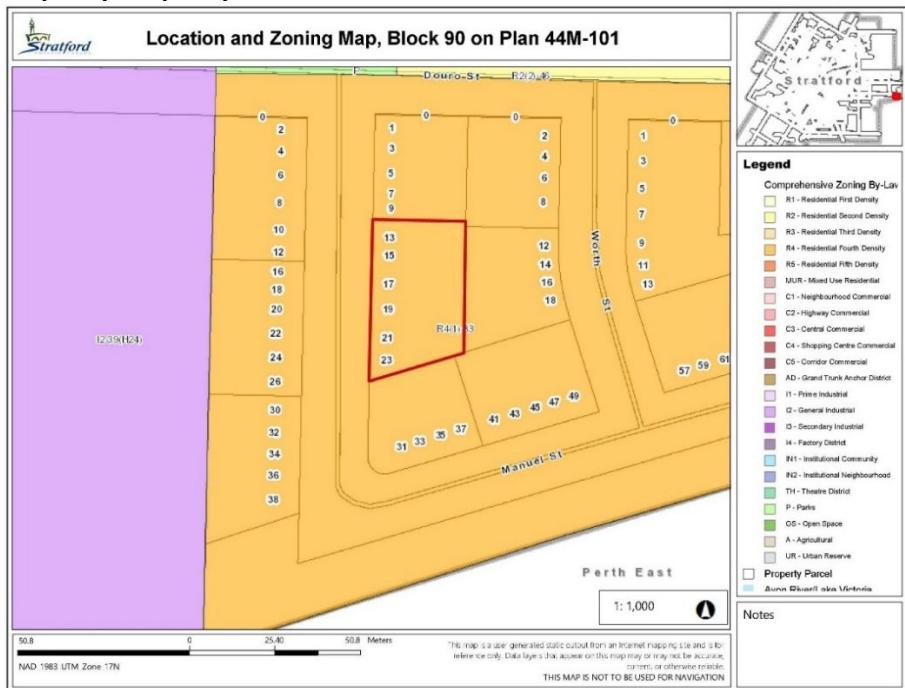
Anu Kumar,  
Planner

**Recommended and Approved by:**

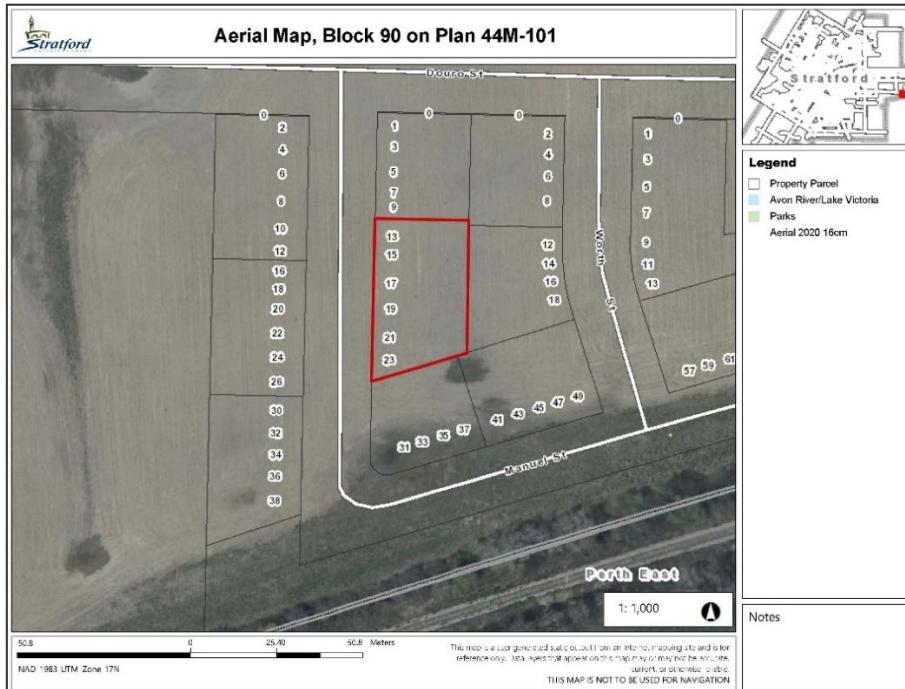
Marc Bancroft, MPL, MCIP, RPP  
Manager of Planning

**Report finalized:** January 15, 2026

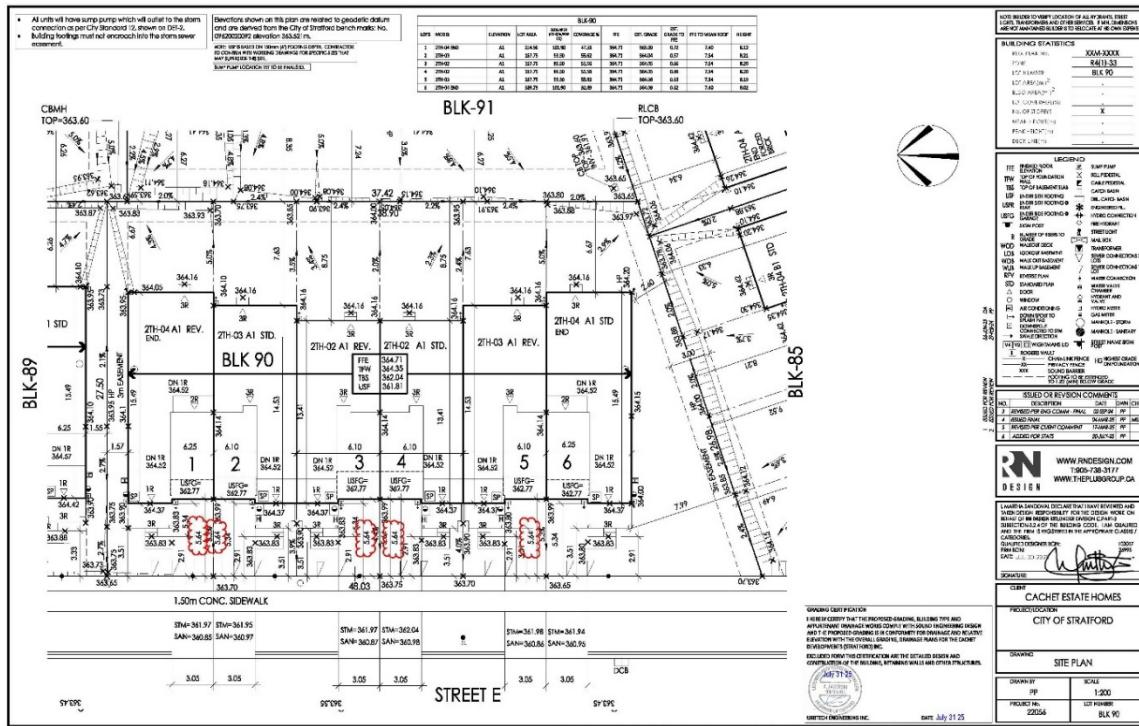
**Map 1 - Location & Zoning Map**  
**File # A23-25**  
**13, 15, 17, 19, 21 and 23 Manuel Street**



**Map 2 - Aerial Map**  
**File # A23-25**  
**13, 15, 17, 19, 21 and 23 Manuel Street**



**Diagram 1 - Block Plan  
File # A23-25  
13, 15, 17, 19, 21 and 23 Manuel Street**



**Figure 1 - Site Photograph  
File # A23-25  
13, 15, 17, 19, 21 and 23 Manuel Street**



*Photograph taken on January 9, 2026*

## **REPORT TO THE COMMITTEE OF ADJUSTMENT**

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

**Application No.: B13-25 & B14-25**

**Meeting Date: January 21, 2026**

**Owner: Ken & Shirley Gene**

**Agent: Caroline Baker (Baker Planning Group)**

**Location: 601-603 Downie Street, legally known as PLAN 402 LOT 6,  
City of Stratford.**

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

**Official Plan Designation: Residential Area**

**Road Classification: Downie Street – Arterial Road**

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### **Purpose and Effect of Application B13-25 & B14-25:**

The purpose and effect of application B13-25 is to sever the southern portion of the lands, municipally known as 603 Downie Street to facilitate the conveyance of semi-detached dwelling units. The proposed lot would have an approximate frontage of 10.98 m, depth of 30.48 m, and an area of 334.7 m<sup>2</sup>. The lands to be severed currently contain a semi-detached dwelling unit and would have frontage and road access to Downie Street. The lands to be retained (601 Downie Street) also contain a semi-detached dwelling unit and would have an approximate frontage of 10.97 m, depth of 30.52 m and an area of 334.6 m<sup>2</sup>. The lands to be retained would have frontage and road access to Downie Street.

The purpose and effect of application B14-25 is to create a blanket servicing easement over 601 Downie Street (retained lands) in favour of 603 Downie Street (severed lands).

### **Background:**

In 2023, the owner applied for Minor Variance Application A20-23, which was approved by the Committee of Adjustment. The purpose of Minor Variance application A20-23 was to reduce the minimum distance from an interior lot line for an accessory structure in a residential zone, from 1.0 m to 0.76 m (601 Downie Street) and from 1.0 to 0.54 m (603 Downie Street), to facilitate the concurrent consent application (B10-23) and the existing sheds on the subject lands. Consent Application B10-23, was conditionally approved by

the Committee of Adjustment. However, the consent approval lapsed as not all conditions were fulfilled within the two-year time limit specified by the Planning Act, including the installation of new and separate storm sewer laterals for each of the retained and severed parcels. It is noted by the applicant that the required storm service laterals have since been installed; The Engineering Department has confirmed this. Application B13-25 proposes the same lot configuration as application B10-23. Consent Application B14-25 is a new application for a blanket servicing easement.

The semi-detached dwelling units on the subject lands are serviced independently; however, the sanitary and water service cross the proposed shared property line, hence the requirement of an easement. Acceptable by City Engineering, this approach is less punitive than requiring the installation of new services wholly contained on separate lots.

#### Attachments

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

#### Site Characteristics

Existing Use: Semi-detached dwelling

Frontage: 21.97 m

Depth: 30.48 m

Area: 669.3 m<sup>2</sup>

Shape: Rectangular

#### Proposal:

	<b>Lands to be Severed - 603</b>	<b>Lands to be Retained - 601</b>
<b>Area</b>	334.7 m <sup>2</sup>	334.6 m <sup>2</sup>
<b>Frontage</b>	10.98 m	10.97 m
<b>Lot Depth</b>	30.48 m	30.52 m
<b>Road Access</b>	Downie Street	Downie Street

#### Surrounding Land Uses

North: Commercial supermarket

East: Single detached dwellings, vacant land

South: Automobile sales establishment

West: Single detached dwellings

#### Agency Comments

This severance application was circulated to agencies for comments on December 19, 2025. The following comments were received:

**City of Stratford Infrastructure Services Department – Engineering Division:**  
No comments or concerns.

**City of Stratford Building and Planning Services Department – Building Division:**  
No comments or concerns.

**City of Stratford Corporate Services – Clerk's Office:**  
The Clerk's Office has reviewed the application and have no concerns related to parking.

**City of Stratford Fire Prevention:**  
No comments or concerns.

**Festival Hydro:**  
Based on our records, the existing underground hydro service supplying #601 Downie passes through the rear yard of #603 Downie. Applicant's lawyer/solicitor to contact Festival Hydro regarding registration of draft easement documents.

**Upper Thames River Conservation Authority:**  
The subject lands associated with application B13-25 & B14-25 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 protection, please refer to the approved Source Protection Plan at: <https://www.sourcewaterprotection.on.ca/approved-source-protection-plan/>

#### 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 December 27, 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 20<sup>th</sup>, 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 2.1.6 of the PPS states that planning authorities should support the achievement of complete communities by accommodating an appropriate range and mix of land uses and housing options. The proposed consent (B13-25) would recognize each half of an existing semi-detached dwelling on its own freehold lot within a serviced settlement area.

Section 2.3.2 of the PPS states that land us patterns within settlement areas should be based on densities and a mix of land uses which efficiently use land and resources, and optimize existing and planning infrastructure. Furthermore, section 2.3.3 supports general intensification and redevelopment to support complete communities by planning for a range and mix of housing options.

With respect to infrastructure and servicing, application B14-25 is for the creation of a blanket easement over 601 Downie Street (Retained Parcel) in favour of 603 Downie Street (Severed Parcel). The easement will provide legal access for installation, operation and maintenance of servicing infrastructure.

Staff is of the opinion that the proposal to create a new lot is consistent with the PPS and represents sound land use planning. The proposal preserves the current housing supply while enabling separate ownership of each semi-detached dwelling unit, making efficient use of existing infrastructure and maintaining neighbourhood character. 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 in order that the existing semi-detached dwelling units can be contained on separate lots.

*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 and commercial area. The lot frontage and configuration is in keeping with the existing residential neighbourhood.

*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 Downie Street, designated as an arterial 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 proposed lands to be severed and retained will be accessed by existing driveways that are in compliance with 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 in this regard.

*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;*

- The proposed severance will allow for each existing semi-detached dwelling unit to be contained on its own lot, constituting residential infill without creating strip development or limiting the development potential of the retained or adjacent lands.

*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 lot frontage and area of the proposed lots are adequate for the existing and proposed uses and comply with the Zoning By-law.

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 severance supports these intentions by creating a new residential lot, facilitating the establishment of a semi-detached dwelling on separate lots. This aligns with the Official Plan's emphasis on maintaining the character and scale of the surrounding residential area while promoting a more compact building form. The application further supports policies of maintaining efficient use of land by leveraging existing infrastructure, thus contributing to the sustainable development of the community. As such, staff are satisfied that application B13-25 & B14-25 conform to the City of Stratford Official Plan.

#### Zoning By-law

The subject lands are zoned Residential Second Density R2(1) in the City of Stratford Comprehensive Zoning By-law 10-2022 which permits semi-detached dwellings. The severed and retained lands will continue to comply with the applicable zoning requirements for lot area, lot frontage and lot depth. Additionally, the severed and retained lands will comply with all other aspects of the Zoning By-law due to previously approved minor variance application A20-23, which was approved concurrently with consent application B10-23. As such, staff are satisfied that application B13-25 & B14-25 meets the requirements of the Zoning By-law.

#### **Recommendation:**

**THAT the City of Stratford Committee of Adjustment APPROVE Application B13-25, submitted by Caroline Baker on behalf of Ken & Shirley Gene, for lands legally described as PLAN 402 LOT 6 in the City of Stratford and municipally known as 601 and 603 Downie 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 prior to the stamping of the deed, a 4.94 m wide road widening along the Downie Street frontage be conveyed to the City free and clear of all encumbrances, to the satisfaction of the Infrastructure Services Department.

Costs associated with registering the conveyance documents shall be the responsibility of the applicant.

4. That consent applications B13-25 and B-14-25 be approved by the Committee of Adjustment including the concurrent issuance of the Certificates of Consent under Section 53(42) of the Planning Act.
5. That any outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the City.
6. 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.
7. 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.
8. That prior to the stamping of the deeds, the applicant shall provide a draft transfer prepared by the applicant's legal representative.
9. 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 meets all requirements of the City of Stratford Comprehensive Zoning By-law, through approved Minor Variance A20-23.

**AND THAT the City of Stratford Committee of Adjustment APPROVE Application B14-25, to create an easement in favour of the severed lands across the retained lands, both associated with Application B13-25, submitted by Caroline Baker on behalf of Ken & Shirley Gene, for lands legally described as PLAN 402 LOT 6 in the City of Stratford and municipally known as 601 and 603 Downie 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 consent applications B13-25 and B-14-25 be approved by the Committee of Adjustment including the concurrent issuance of the Certificates of Consent under Section 53(42) of the Planning Act.
3. That prior to the stamping of the deeds, the Owner shall prepare and submit to the satisfaction of the Manager of Planning a Joint Use and Maintenance Agreement to be registered on title.

**Reasons**

The proposed consent is consistent with the Provincial Planning Statement.

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

**Prepared by:**

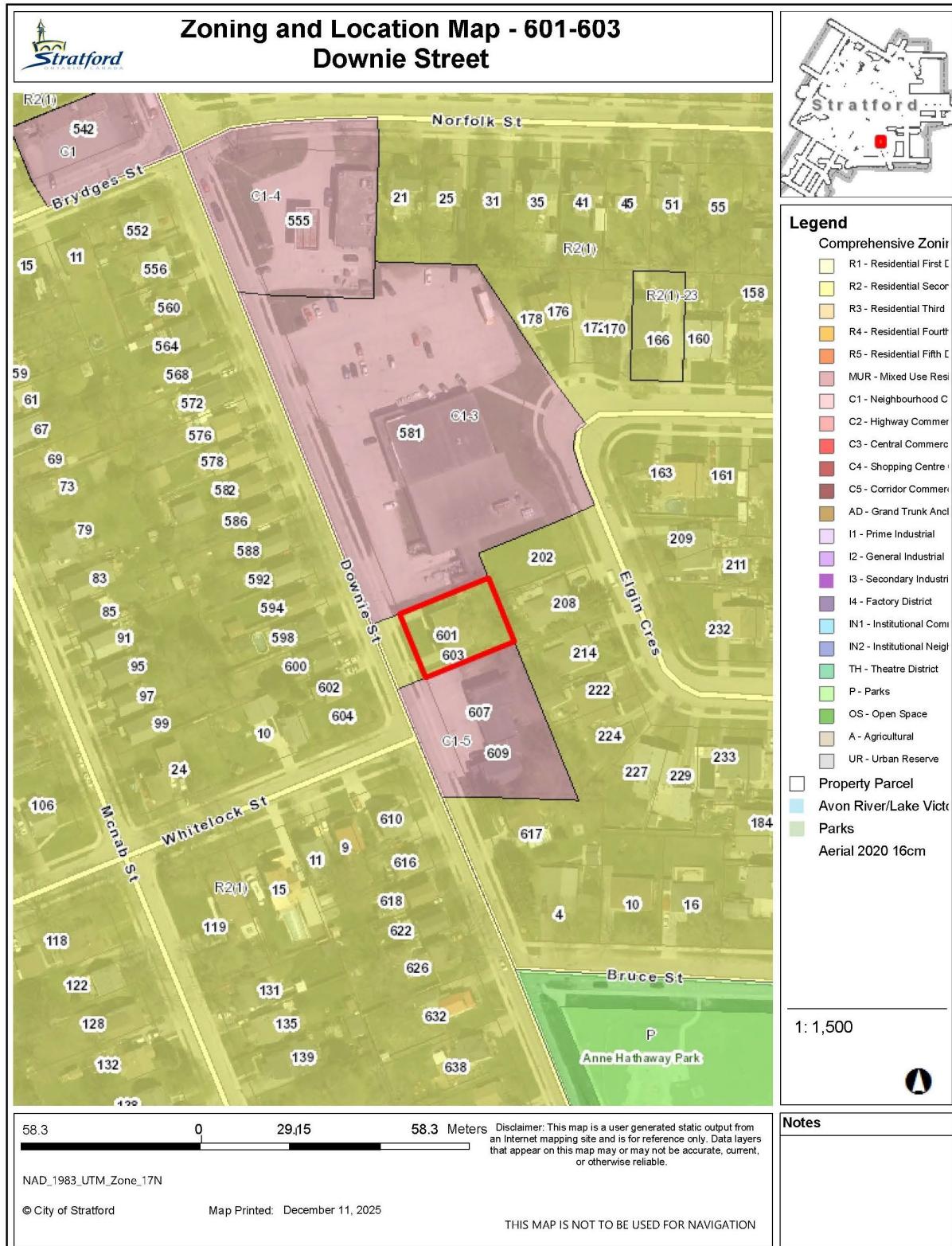
**Ryan Queenan, Planner**

**Recommended & approved by:**

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

**Report finalized:** January 16, 2026

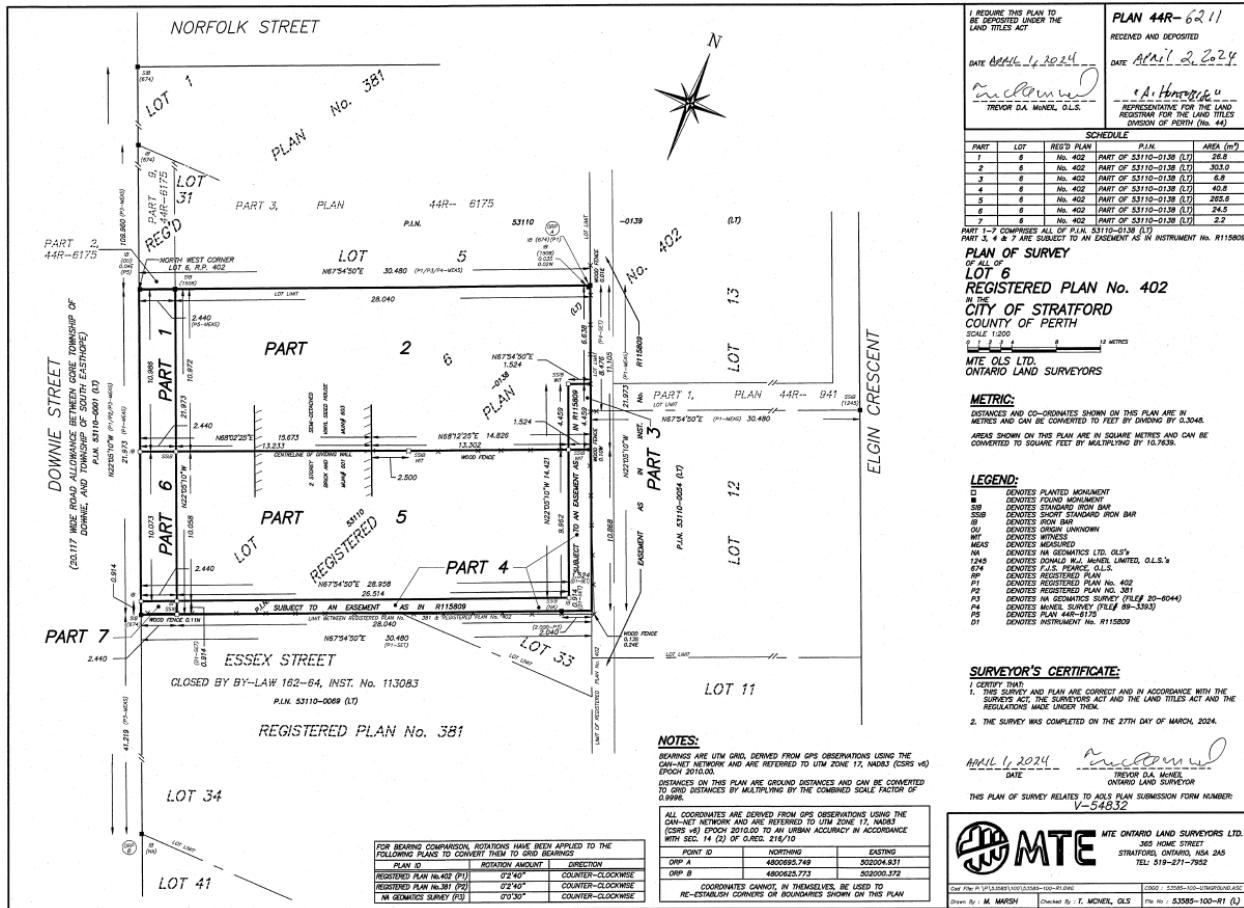
**Map 1 – Zoning & Location Map**  
**File # B13-25 & B14-25**  
**601-603 Downie Street**



**Map 2 – Aerial Map**  
**File # B13-25 & B14-25**  
**601-603 Downie Street**



**Figure 1 – Severance Sketch  
File # B13-25 & B14-25  
601-603 Downie Street**



**Figure 2 – Site Photo**  
**File # B13-25 & B14-25**  
**601-603 Downie Street**



*601-603 Downie Street, as seen from Downie Street, looking east (January 9, 2026)*

## **REPORT TO THE COMMITTEE OF ADJUSTMENT**

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

**Application No.: B15-25**

**Meeting Date: January 21, 2026**

**Owner: 1935362 Ontario Inc.**

**Agent: Aliyah Richards (Zelinka Priamo Ltd.)**

**Location: 976 Erie Street, legally known as DOWNIE CON 3 PT LOT 2 RP 44R1902 PT PART 1, in the City of Stratford.**

**Zoning: General Industrial – I2-28**

**Official Plan Designation: Industrial Area**

**Road Classification: Erie Street – Arterial Road,  
Packham Avenue – Industrial Collector**

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### **Purpose and Effect of Application B15-25:**

The purpose and effect of this application is to sever the north and west portion of the subject lands to create a new lot to support a new industrial development. The proposed severed lands would have an approximate frontage of 30.0 m along Packham Avenue, frontage of 80.0 m along Erie Street, depth of 152.4 m from Erie Street, and area 14,444.6 m<sup>2</sup>. The proposed retained lands would have an approximate frontage of 74.9 m along Erie Street, depth of 109.5 m along Packham Avenue, and area of 9,014.0 m<sup>2</sup>. Both the lands to be severed and lands to be retained are vacant.

The lands to be severed are currently undergoing Application for Site Plan Approval (SP06-25) for a Building Materials Yard (Rona).

### **Background:**

#### Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Aerial Map
- Figure 1 – Severance Sketch
- Figure 2 – Site Survey
- Figure 3 – Site Photo

## Site Characteristics

Existing Use: Vacant Industrial

Frontage: 160.7 m

Depth: 157.7 m

Area: 25,229.0 m<sup>2</sup>

Shape: Regular

## Proposal:

	<b>Lands to be Severed</b>	<b>Lands to be Retained</b>
<b>Lot Area</b>	14,444.6 m <sup>2</sup>	9,014.0 m <sup>2</sup>
<b>Lot Frontage</b>	30.0 m (Packham Ave) 80.0 m (Erie St)	74.9 m (Erie St)
<b>Lot Depth</b>	152.4 m (from Erie St)	109.5 m (Packham Ave)
<b>Road Access</b>	Packham Ave & Erie St	Packham Ave & Erie St

## Surrounding Land Uses

North: Industrial

East: Commercial

South: Industrial, Outdoor Sports Complex

West: Industrial

## Agency Comments

The consent application was circulated to agencies for comments on December 19, 2025.

The following comments were received:

### **City of Stratford Infrastructure Services – Engineering Division:**

New services shall be required for the development of these lots.

Please provide confirmation from the consultant on the number of private well(s) upon the property. All wells on the property shall be decommissioned as per O.Reg 903. A copy of the decommissioning records shall be sent to the Water Division.

### **City of Stratford Building and Planning Services – Building Services:**

No comments or concerns.

### **City of Stratford Corporate Services – Clerk's Office:**

No concerns related to parking.

### **City of Stratford Fire Prevention:**

No comments or concerns.

### **Festival Hydro:**

No comments or concerns.

**Bell Canada**

No comments or concerns.

**Upper Thames River Conservation Authority:**

The subject lands associated with application B15-25 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 lands to be severed are located within a vulnerable area 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. Attached is the S. 59 (2)(a) Notice that still applies and no further S. 59 Notices are required unless proposed activities change.

The lands to be retained 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/>

**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 December 27, 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 20<sup>th</sup>, 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 2.3.1.1 of the PPS directs that settlement areas be the focus of growth and development, and Section 2.3.1.2 encourages land use patterns that efficiently use land, optimize existing infrastructure and support a mix of uses. The proposed consent would create an additional lot to facilitate a proposed building materials yard (Rona). This represents an efficient use of a serviced employment parcel within the built-up area and aligns growth with available infrastructure.

Section 2.8 of the PPS provides policy direction for employment. Under Policy 2.8.2.1, planning authorities are tasked with the dedication to planning, protecting, and preserving employment areas for current and future uses. This includes ensuring the provision of necessary infrastructure that accommodates both current and projected needs, ensuring these areas remain viable and sustainable. Policy 2.8.2.2 emphasizes the importance of protecting employment areas situated near major goods movement facilities and corridors. Both the proposed lands to be severed and retained are capable of being independently serviced, and both lots have frontage on an Arterial Road (as designated in the City of Stratford Official Plan), making them ideal candidates for achieving these policy objectives.

The proposal to create a new lot is consistent with the PPS. The lot creation facilitates an efficient employment-supportive use within the City's built boundary, aligns growth with existing infrastructure, promotes economic development and competitiveness, and maintains land use compatibility.

#### Official Plan

The subject lands are designated 'Industrial Area' according to Schedule 'A' of the City's Official Plan. The primary use of lands within the 'Industrial Area' designation include manufacturing, assembling, repairing, wholesaling or storage, warehousing, truck terminals, data processing and building trades. Secondary uses may also be permitted in an 'Industrial Area' which do not detract from the area for industrial purposes, nor which would conflict with existing or potential future industrial uses. The proposed building materials yard can be accommodated as a secondary use under Section 4.8.3 as it maintains the integrity of the industrial function of the area and does not conflict with existing or future industrial uses.

The goals and objectives of the 'Industrial Area' designation include maintaining the integrity of industrial areas and discouraging uses which will be detrimental to industrial uses or which reduces the potential attraction of these areas for future industrial development. The subject application would maintain the foregoing policy direction by allowing a future industrial use on the proposed lands to be retained. The proposed building materials yard on the proposed lands to be severed is not anticipated to generate land use conflicts.

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 (in italics type) 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 facilitate future industrial development.

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

- The proposed consent will not adversely affect the financial status of the City.

*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 proposed building materials yard on the proposed lands to be severed is compatible the surrounding area, which exists primarily of industrial uses and automobile sales establishments. The proposed lot size, frontage and configuration are in keeping with the existing nature of the surrounding area and are sufficient for future industrial uses.

*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 proposed lands to be severed and retained both have frontage onto Erie Street and Packham Avenue. Erie Street and Packham Avenue are respectively designated as an arterial road and an industrial collector 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;*

- Both the proposed lands to be severed and retained will have frontage on both Erie Street and Packham Avenue. The proposed lands to be severed will be accessed by two new driveways, with access from Erie Street and Packham Avenue, that will comply with the requirements of the City's Zoning By-law. There is currently a 0.305 m reserve along the Erie Street frontage where the proposed driveway entrance is proposed. The lifting of this reserve limited to the driveway access is included as a condition of approval on this application.

*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;*

- The proposed lands to be severed will not limit the potential for development of the retained lands nor adjacent lands. The subject lands are presently vacant; the consent will facilitate the development of a building materials yard on the proposed lands to be severed.

*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 lands to be severed and retained meet the requirements of the Zoning By-law. Both proposed parcels have adequate sizes and layouts for industrial use.

The lands to be severed and the lands to be retained would comply with the minimum lot frontage and minimum lot area requirements under the General Industrial (I2) Zone, being 30 m and 2,000 m<sup>2</sup>, respectively. The lands to be severed would have frontages of 30 m and 80 m along Packham Avenue and Erie Street respectively, and an area of 14,444.6 m<sup>2</sup>. The lands to be retained would have a frontage of 74.9 m and an area of 9,014.0 m<sup>2</sup>.

#### Zoning By-law

As noted previously, the subject lands are zoned General Industrial (I2-28), with a zone exception, pursuant to the City's Comprehensive Zoning By-law 10-2022. The proposed lands to be severed and retained comply with the City's Zoning By-law and the proposed building materials yard is a permitted use in the I2-28 zone.

#### **Recommendation:**

**THAT the City of Stratford Committee of Adjustment APPROVE Application B15-25, submitted by Aliyah Richards on behalf of 1935362 Ontario Inc., for lands legally described as DOWNIE CON 3 PT LOT 2 RP 44R1902 PT PART 1, in the City of Stratford and municipally known as 976 Erie 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 any outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the City.
4. That prior to the stamping of deeds, a 2% cash-in-lieu payment of parkland dedication for the subject lands in accordance with the Planning Act shall be made to the City of Stratford.
5. That prior to the stamping of the deed, separate municipal addresses are to be assigned by the City of Stratford for each parcel. Any costs associated with municipal addressing are the responsibility of the applicant.
6. 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.
7. 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.
8. That prior to the stamping of the deed, confirmation shall be provided by the applicant to the satisfaction of the City that all private wells on the lands to be severed and the lands to be retained have been decommissioned as per O.Reg 903. A copy of the decommissioning records shall be sent to the Water Division.
9. Prior to the stamping of deeds, the 0.305 m reserve along the Erie Street frontage of the subject lands shall be removed limited to the driveway access for the proposed lands to be severed. The applicant shall be responsible for all legal and surveying costs to facilitate this request.
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 shall 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.

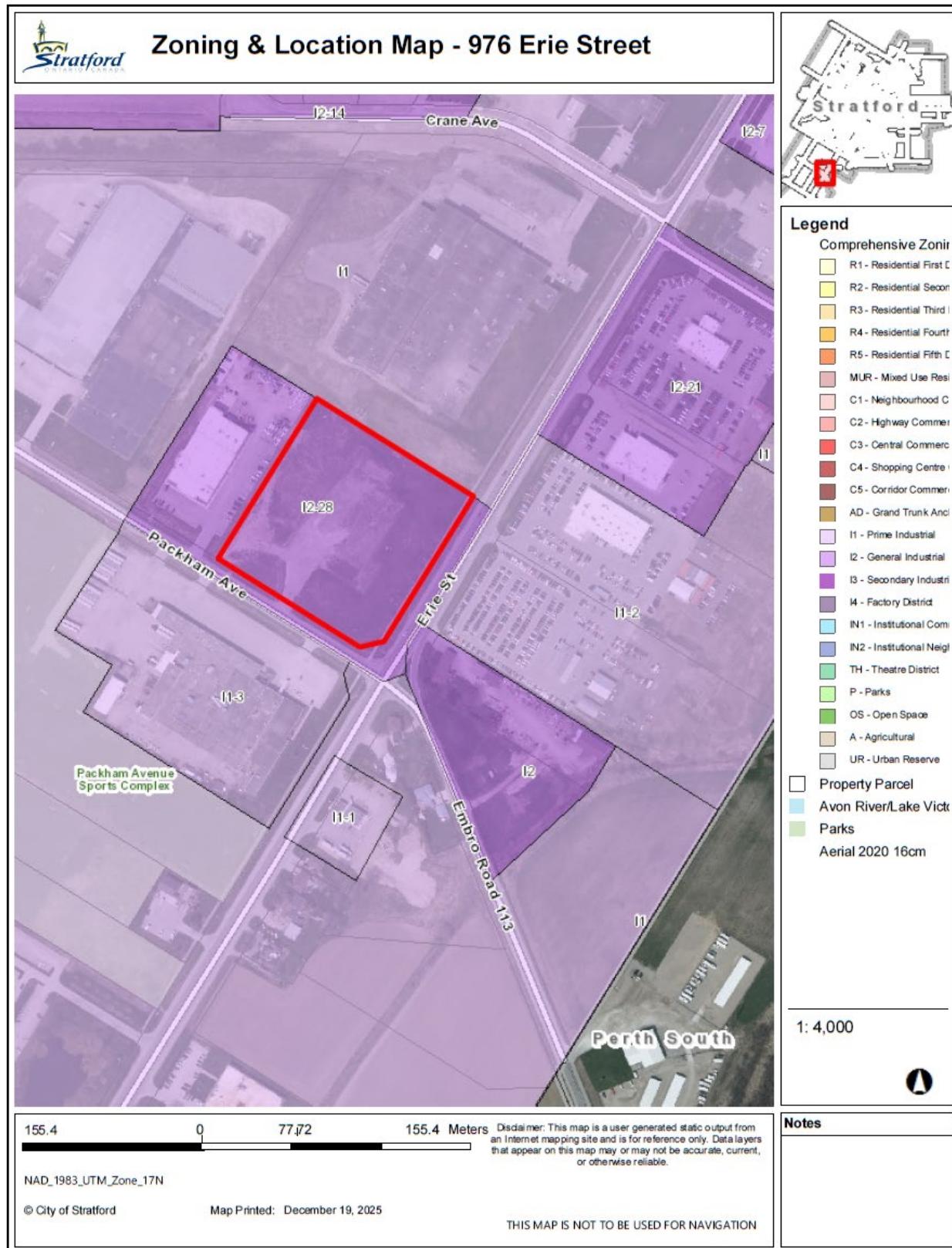
The proposed consent conforms to the City of Stratford Comprehensive Zoning By-law.

**Prepared by:** **Ryan Queenan, Planner**

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

**Report finalized:** January 16<sup>th</sup>, 2026

## Map 1 – Location & Zoning Map



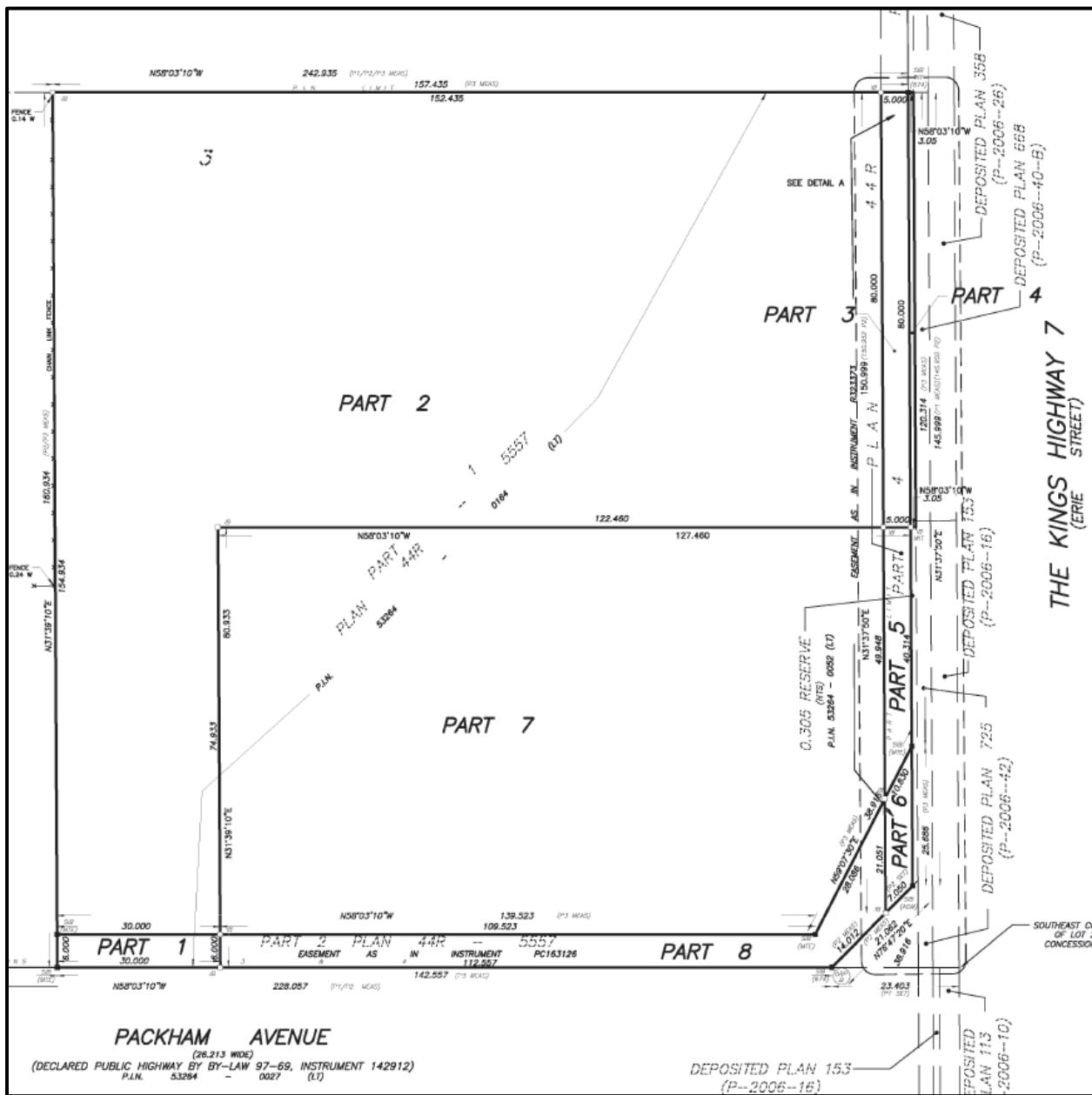
## Map 2 – Aerial Map



## **Figure 1 – Severance Sketch**



## **Figure 2 – Site Survey**



**Figure 3 – Site Photo**



*Site photo of 976 Erie Street, as seen from the intersection of Erie Street and Packham Avenue, looking north-west (January 9, 2026)*