



Stratford Committee of Adjustment

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

AGENDA

Date: Wednesday, April 15, 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 March 18, 2026 be adopted as printed.

5. Current Applications

5.1 A04-26- 96 Avondale Avenue

The purpose of this application is to request relief from the Zoning By-law to reduce the minimum required exterior side yard width from 4.5 m to 2.5 m. With an existing exterior side yard width of 3.55 m, the proposed addition would further reduce the setback to the exterior side lot line by approximately 1.05 m.

The effect of this application is to facilitate an addition to an existing two-storey single detached dwelling. The proposal would replace an existing one-storey portion of the dwelling with a larger one-storey addition. Specifically, an area of 10.6 m² would be removed and replaced with an addition of approximately 18.6 m².

Variance Requested:

1. Table 6.4.2: Regulations in the Residential Second Density (R2) Zone – To reduce the minimum exterior side yard width from 4.5 m to 2.5 m.

5.2 A05-26- 775 Douro Street

The purpose of this application is to request relief from the City of Stratford Comprehensive Zoning By-law to permit a parking area and internal circulation layout associated with a proposed industrial development, within a required 7.5 metre exterior side yard which is otherwise not permitted.

The effect of this application is to facilitate a proposed industrial development consisting of two buildings with approximate gross floor areas of 8,522 m² and 5,690 m², together with associated parking areas, internal drive aisles and landscaped areas. The applicant is proposing parking spaces and a parking aisle within the required 7.5 m exterior side yard setback; however, the proposed site plan includes a 3.0 m wide landscaped planting strip between the parking area and the unopened C.H. Meier right-of-way.

The lands are subject to Site Plan Application SP01-25. The site plan includes building layouts, parking and three proposed access points from Douro Street.

Variance Requested:

Table 5.3.2 (iv): relief requested to allow parking spaces and a parking aisle with a setback of 3 metres from an exterior side lot line whereas a setback of 7.5 metres is required.

5.3 B01-26- 16 Chestnut Street

The purpose and effect of this application is to create an easement over Parts 1-4 on Reference Plan 44R-6427, along the property's rear and easterly side lot lines, in favour of Bell Canada, to recognize existing infrastructure which extends through the subject lands. The easement is to be created to satisfy a condition of approval for Application for Consent B09-24.

Application for Consent B09-24 was provisionally approved by the City of Stratford's Committee of Adjustment on January 22, 2025, to sever a 490.5 m2 portion of 16 Chestnut Street for the purposes of conveying a lot addition to the northwestern abutting property, 212 Railway Avenue.

- 6. **Next Meeting** – May 20, 2026 – City Hall Council Chambers (upper level), located at 1 Wellington Street, Stratford.

Upcoming hearing attendance: _____

- 7. **Adjournment**

Motion by:
Seconded by:

THAT the April 15, 2026 Stratford Committee of Adjustment meeting adjourn.

Time Start:

Time End:

If you require this document in an alternative format, please contact City Hall at 519-271-0250 extension 5237 or email 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.***

AGENDA

Date: Wednesday, March 18, 2026

Time: 4:00 p.m.

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

Committee 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, Eva Baker- Secretary-Treasurer, Alexander Burnett- Intermediate Planner

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

None declared.

3. General Business

4. Adoption of the Previous Minutes

Motion by: R. Black

Seconded by: A. Mishra

THAT the minutes from the Stratford Committee of Adjustment hearing dated February 18, 2026 be adopted as printed.

Carried.

5. Current Applications

5.1 A02-26- 680 Orr Street

The purpose of this application is to facilitate a proposed residential development on the subject lands consisting of two 6-storey apartment buildings containing a total of 148 dwelling units. The effect of this application is to allow reduced setbacks for a parking area, reduced side yard and arterial road setbacks for the buildings, and to permit a reduction in the required visitor parking designation. Specifically, whereas Note 5 (Table 15.4.16) requires that 0.25 of the required spaces per dwelling unit be designated as visitor parking (resulting in a requirement for 56 visitor parking spaces based on a total of 222 required parking spaces), the applicant is requesting that 0.10 of the required spaced per dwelling unit be designated as visitor parking (resulting in 23 visitor parking spaces). This variance does not propose a reduction in the total number of on-site parking spaces (223 spaces); rather, it would change the allocation/designation of the on-site parking supply between visitor parking and standard parking categories.

These variances are intended to accommodate the proposed building placements and parking layout as reflected in the associated site plan submission.

Variances Requested:

1. Table 5.3.2: Location of Driveways, Parking Areas and Parking Aisles - To reduce the minimum parking area setback on a lot abutting an arterial road from 7.5 m to 3.9 m;
2. Table 15.4.16 - To reduce the minimum setback from an arterial road from 7.5 m to 7.2 m;
3. Table 15.4.16 - To reduce the minimum west side yard setback from 10.5 m to 7.0 m and the minimum east side yard setback from 10.5 m to 8.8 m; and
4. Table 15.4.16 - To reduce the minimum visitor parking requirement from 0.25 of the required spaces per dwelling unit to 0.10 of the required spaced per dwelling unit.

The report was presented by R. Queenan.

Comments from the Agent: Lauren Sooley (Siv-ik Planning). Stated she was in full agreement with staff's recommendations.

Questions from the Committee:

A.Mishra- Asked what the intention is for reducing the parking ratio.

L. Sooley- From Tri-cars experience, visitor parking is not as critical as additional tenant parking. Therefore, the request would assist with improving tenant experience.

Decision of the Committee:

Motion by: D. Weagant

Seconded by: R. Black

THAT the City of Stratford Committee of Adjustment APPROVE Application A02-26, submitted by Siv-ik Planning and Design Inc. on behalf of Northwest Stratford (2016) Developments Inc., for lands known municipally as 680 Orr Street, legally described as Block 5 on Plan 44M-92, in the City of Stratford.

1. Table 5.3.2: Location of Driveways, Parking Areas and Parking Aisles - To reduce the minimum parking area setback on a lot abutting an arterial road from 7.5 m to 3.9 m;
2. Table 15.4.16 - To reduce the minimum setback from an arterial road from 7.5 m to 7.2 m;
3. Table 15.4.16 - To reduce the minimum west side yard setback from 10.5 m to 7.0 m and the minimum east side yard setback from 10.5 m to 8.8 m; and
4. Table 15.4.16 - To reduce the minimum visitor parking requirement from 0.25 of the required spaces per dwelling unit to 0.10 of the required spaced per dwelling unit.

For the following reasons:

The proposed relief is consistent with the Provincial Planning Statement.

The proposed relief meets the four tests of a minor variance.

The requested relief maintains the intent and purpose of the Official Plan.

The requested relief maintains the intent and purpose of the City's Zoning By-law.

The requested relief is desirable for the use of the land.

The requested relief is minor in nature

No comments were received from the public

Carried.

5.2 A03-26 – 361 Nelson Street

The purpose of the application is to permit an existing accessory structure with a reduced side yard setback of 0.6 m where 1.0 m is required.

The effect of the application is to facilitate the conversion of an existing accessory structure in the form of a detached garage into an Additional Residential Unit (ARU), which are currently defined and regulated in the City's Zoning By-law as "Garden Suites".

In 2019, the Provincial Government amended the Planning Act through Bill 108, being the "More Homes, More Choice Act", by mandating municipalities to authorize the use of Additional Residential Units through zoning by-laws. In addition, Bill 108 also clarified parking requirements associated with Additional Residential Units.

Variance Requested:

Table 4.1.2: Accessory Building or Structure Locations – to decrease the required side yard setback for an accessory structure from 1 m to 0.6 m.

The report was presented by A. Burnett.

Questions from the Committee: None.

Comments from the Agent: Justine Nigro - stated she was in agreement with planners recommendations. Requested information on how to satisfy the downspout condition.

M . Bancroft- flexible on how the agent is able to demonstrate compliance with that condition. A drawing showing the downspouts diverted away from the neighbouring properties is sufficient.

Decision of the Committee:

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

THAT the City of Stratford Committee of Adjustment APPROVE Application A03-26, submitted by The Hive Design Co. for lands legally described as PLAN 2 LOT 150 in the City of Stratford, and municipally known as 361 Nelson Street, as it relates to:

1. Table 4.1.2: Accessory Building or Structure Locations – to decrease the required side yard setback for an accessory structure from 1 m to 0.6 m.

Subject to the following conditions:

- 1) That the requested variance apply only to the existing detached garage and not for any future developments.
- 2) That the Owner submit documentation to the City of Stratford which demonstrates that any downspout from the roof associated with the ARU is not directed onto abutting property lines, to the satisfaction of the Manager of Planning.

For the following reasons:

1. The proposed relief is consistent with the Provincial Planning Statement.
2. Meets the four tests of a minor variance
3. No public input was received.

Carried.

6. Next Meeting – April 15, 2026 – City Hall Council Chambers (upper level), located at 1 Wellington Street, Stratford.

Upcoming hearing attendance: All members have stated they will be present.

Member D. Weagant has noted he will be absent for the June 17th hearing.

7. Adjournment

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

THAT the March 18, 2026 Stratford Committee of Adjustment meeting adjourn.

Carried.

Time Start: 4:00pm

Time End: 4:34pm

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

Unapproved

REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department -
Planning Division

Application No.: A04-26

Meeting Date: April 15, 2026

Owner: Monika Elizabeth Dunn

Agent: N/A

Location: 96 Avondale Avenue, legally described as PLAN 93 N PT LOT
18, in the City of Stratford.

Zoning: R2(1) – Residential Second Density

**Official Plan
Designation:** Residential Area

Road Classification: Avondale Avenue – Local Road
/ Douglas Street – Local Road

Purpose and Effect of Application:

The purpose of this application is to request relief from the Zoning By-law to reduce the minimum required exterior side yard width from 4.5 m to 2.5 m. With an existing exterior side yard width of 3.55 m, the proposed addition would further reduce the setback to the exterior side lot line by approximately 1.05 m.

The effect of this application is to facilitate an addition to an existing two-storey single detached dwelling. The proposal would replace an existing one-storey portion of the dwelling with a larger one-storey addition. Specifically, an area of 10.6 m² would be removed and replaced with an addition of approximately 18.6 m².

Variance Requested:

1. Table 6.4.2: Regulations in the Residential Second Density (R2) Zone – To reduce the minimum exterior side yard width from 4.5 m to 2.5 m.

Background:

Attachments

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

Site Characteristics

Existing Use: Single detached dwelling
Frontage: 18.29 m
Depth: 17.80 m
Area: 358.21 m²
Shape: Regular

Surrounding Land Uses

North: Single detached dwellings
East: Single detached dwellings
South: Single detached dwellings
West: Single detached dwellings

Agency Comments

This minor variance application was circulated to agencies for comment on March 24, 2026. The following comments were received:

City of Stratford Building and Planning Services Department – Building

No comments.

City of Stratford Infrastructure Services Department – Engineering

No comments or 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 – 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.

Upper Thames River Conservation Authority:

The subject lands 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.

Festival Hydro:

No concerns.

Public Comments

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

Analysis:Provincial Planning Statement (PPS)

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

Section 2.3.1.2 states that land use patterns within settlement areas shall efficiently use land and resources, and efficiently use existing and planned infrastructure. Additionally, Section 2.2.1 of the PPS supports the redevelopment and efficient use of underutilized residential land, allowing for modest intensification in built-up areas. The subject property is located within a built-up area, which requires no additional infrastructure investment. The proposed addition to the existing residential dwelling is modest in scale, efficiently uses existing infrastructure and adds functional living space to an existing residential dwelling. Thus, the proposed addition aligns with the intensification policies of the PPS.

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

The subject property is designated 'Residential Area' as per Schedule A of the Official Plan and has frontage on two 'Local Roads' as per Schedule D of the Official Plan, being Avondale Avenue and Douglas Street. The subject lands are located at the south-west corner of the intersection of Avondale Avenue and Douglas Street. 'Residential Area' policies allow for a range of dwelling types from single detached dwellings to low-rise apartment buildings. The goals and objectives for residential areas include maintaining essential neighbourhood qualities such as 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 is requesting a variance to reduce the required exterior side yard setback to facilitate a proposed addition to the existing two-storey single detached dwelling. The proposal would replace an existing one-storey portion of the dwelling with a larger one-storey addition. Specifically, an area of 10.6 m² would be removed and replaced with an addition of approximately 18.6 m². The requested variance would reduce the required exterior side yard setback from the Douglas Street frontage. The proposed addition would match the current architectural style of the existing dwelling and would remain compatible with the surrounding neighbourhood. Although the required exterior side yard setback would be reduced, the existing building line along Douglas Street would not be affected, as the adjacent homes on the same side of Douglas Street are located closer to the street than the proposed addition. **Figure 3** (site photo) provides visual context in this regard.

The proposed development would not have any negative impacts on streetscape character, privacy, or safety, and would remain compatible with the surrounding neighbourhood. As such, Staff are satisfied that the application maintains 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 property is zoned Residential Second Density (R2(1)) under the City of Stratford Comprehensive Zoning By-law No. 10-2022, which permits a variety of housing types, including single detached and semi-detached dwellings. The applicant has requested a reduced exterior side yard setback of 2.5 m, whereas 4.5 m is required according to the Zoning By-law. The existing exterior side yard setback is 3.55 m; the requested variance would further reduce the setback to the exterior property line by approximately 1.05 m.

The intent of exterior side yard setback regulations is to maintain an appropriate separation between buildings and the adjacent street. This is to ensure development is compatible with the established streetscape and the existing neighbourhood, while providing adequate space for visibility, maintenance, drainage, and access.

The proposed addition is not anticipated to impede visibility from the street and will continue to provide a clear and functional exterior side yard along the Douglas Street frontage. Further, the proposed addition complies with all other applicable provisions of the City's Comprehensive Zoning By-law, including the visibility triangle requirement. Table 4.7.2 requires a minimum 3 metre visibility triangle where a local road intersects with another local road, measured along the street line being the limit of the road allowance. In this case, a visibility triangle of approximately 8.8 metres would be maintained.

The reduced setback would not place the addition closer to Douglas Street than the established pattern of development on the street, and the siting of the addition is considered consistent with the existing built form and streetscape character in the surrounding neighbourhood. The reduced setback would allow sufficient space for lot maintenance and access, as well drainage and property management functions. There are no known site constraints or servicing/drainage issues associated with the reduced setback, and no negative impacts are anticipated.

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

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

The proposed residential addition is desirable as it enables a practical and functional expansion of the existing dwelling and improved livability for the occupants. The requested setback reduction facilitates an efficient building layout on the lot while maintaining a compatible residential form.

Is the requested variance minor in nature?

Whether a variance is considered minor is evaluated based on the anticipated impact of the proposed development on the surrounding neighbourhood. The requested reduction to the required exterior side yard setback from 4.5 m to 2.5 m represents a limited deviation from the Zoning By-law standard and results in an exterior side yard that remains functional. In addition, the proposed reduction would decrease the existing exterior side yard setback from 3.55 m by approximately 1.05 m. The addition would continue to maintain appropriate separation from the street and surrounding properties and is not anticipated to create adverse impacts related to streetscape character,

visibility from the street, privacy, lot drainage, or general property maintenance/access. Therefore, the effects of the requested variance are considered minor in nature.

Recommendation:

That the City of Stratford Committee of Adjustment APPROVE Application A04-26, submitted by Monika Elizabeth Dunn, for lands known municipally as 96 Avondale Avenue, legally described as PLAN 93 N PT LOT 18, in the City of Stratford.

1. Table 6.4.2: Regulations in the Residential Second Density (R2) Zone – To reduce the minimum exterior side yard width from 4.5 m to 2.5 m.

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 addition ensures adequate separation between surrounding land uses and provides sufficient space for lot maintenance and access, as well drainage and property management functions.

The requested relief is desirable for the appropriate development and use of the land, as it enables a practical and functional expansion of the existing dwelling and improves livability for residents in a manner that remains compatible with the surrounding neighbourhood.

The requested relief is minor, as the reduction in the exterior side yard setback is limited and is not expected to result in any undue or unacceptable impacts on the surrounding neighbourhood.

Prepared by:

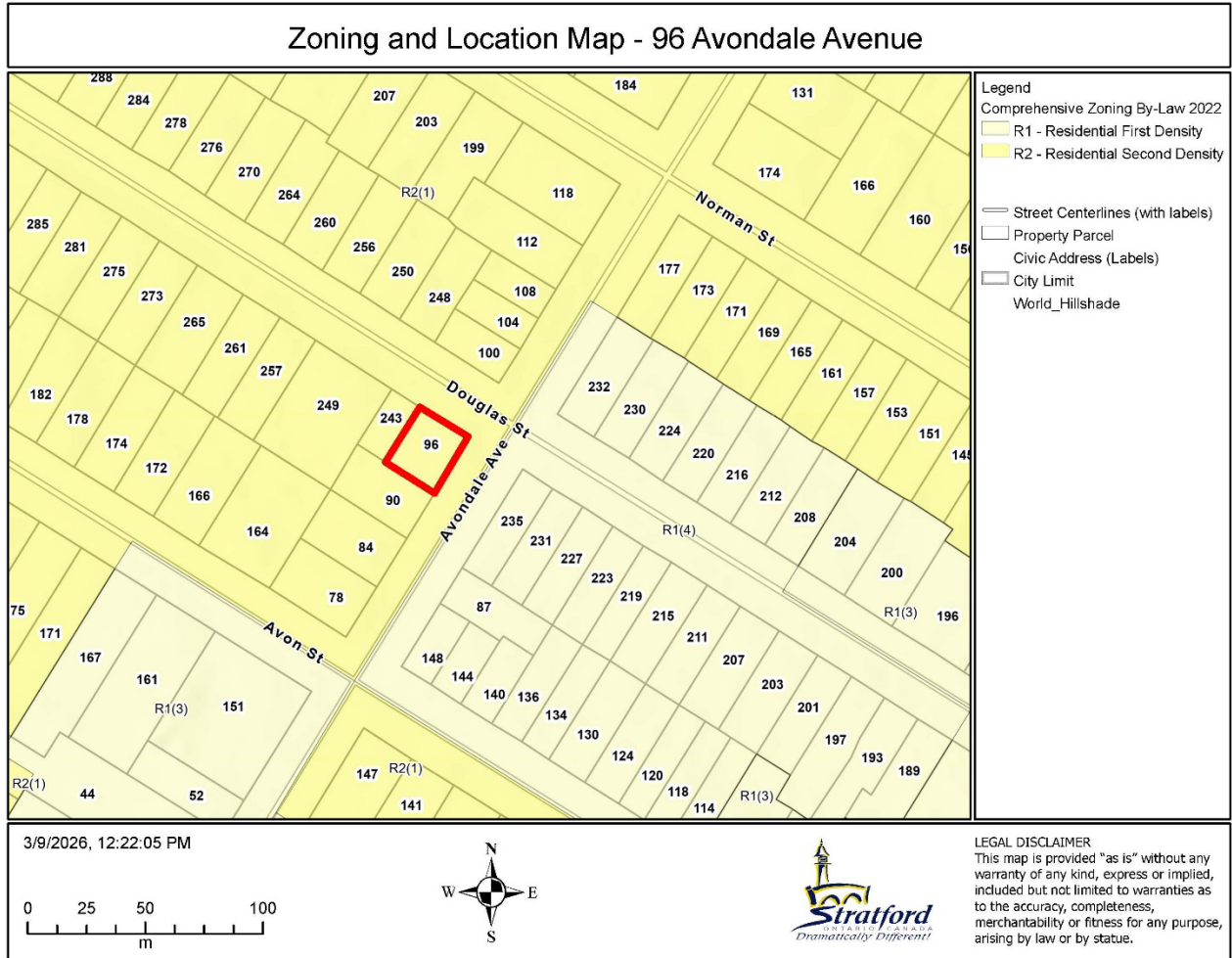
Ryan Queenan, Planner

Recommended and Approved by:

Marc Bancroft, MPL, MCIP, RPP
Manager of Planning

Report finalized: April 9, 2026

Map 1 – Zoning and Location Map



Map 2 – Aerial Map

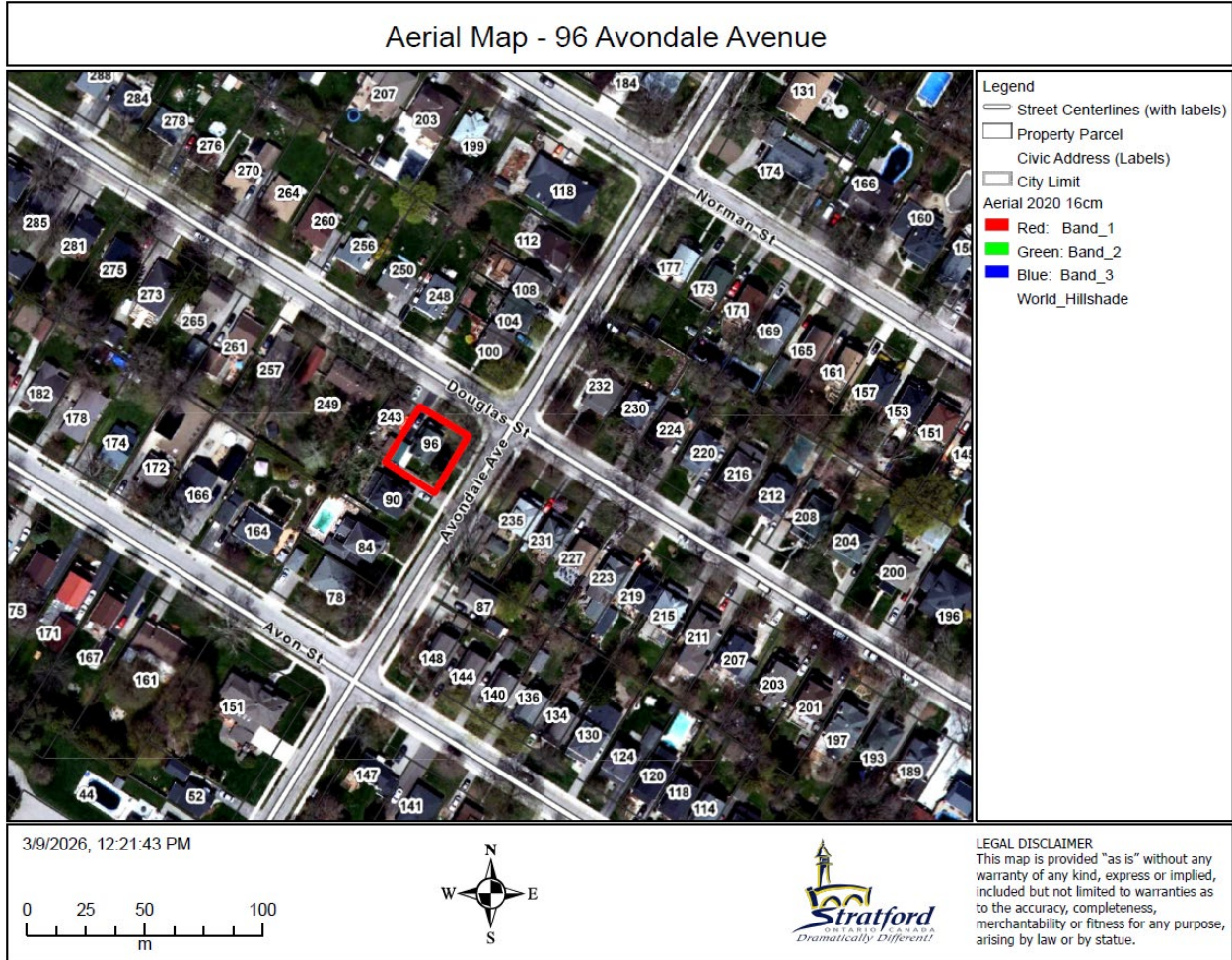


Figure 1 – Concept Site Plan

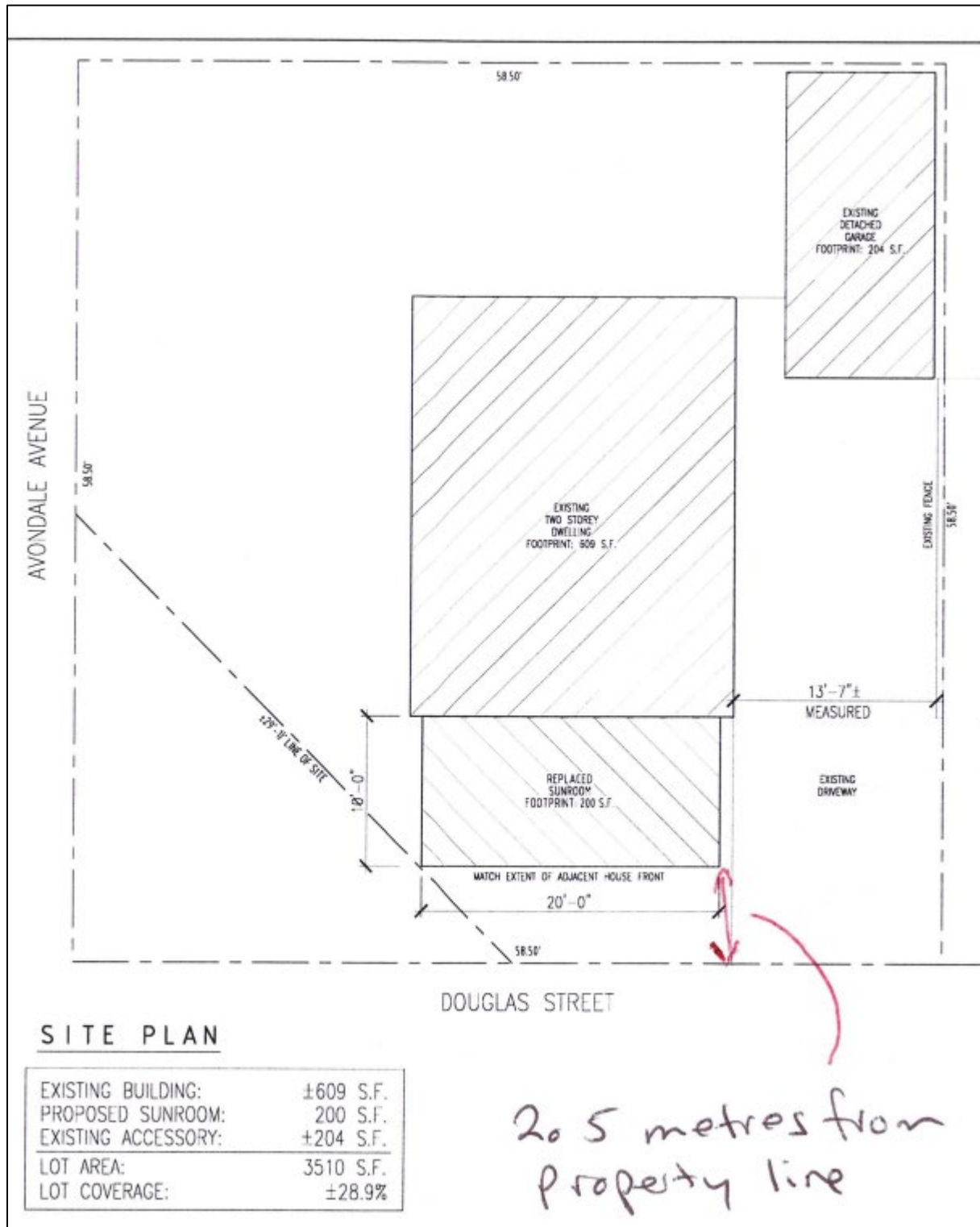


Figure 2 – Concept & Existing Elevations

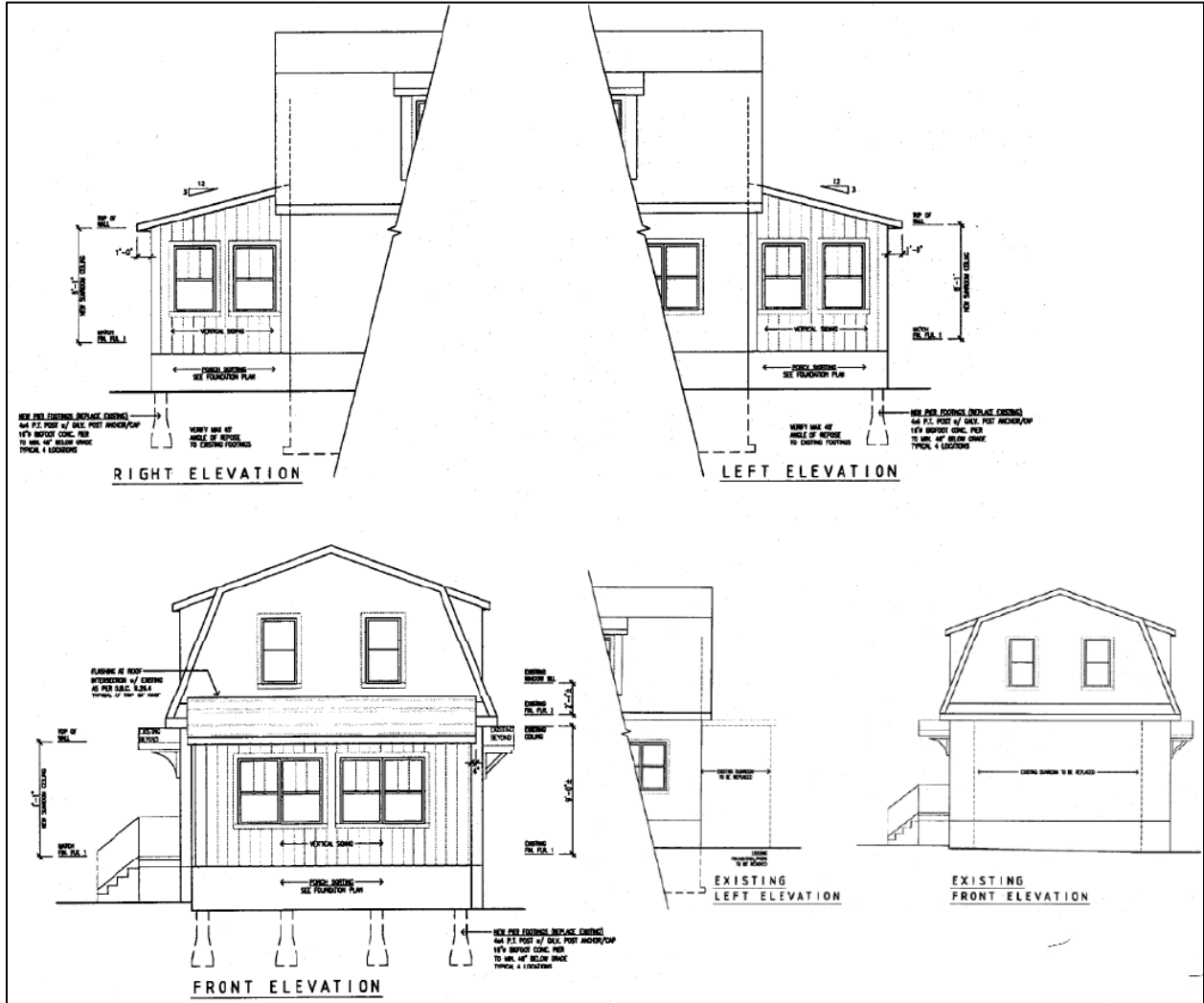


Figure 3 – Site Photograph



As seen from Avondale Avenue looking West along Douglas Street (Photo taken April 7, 2026)

REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department -
Planning Division

Application No.: A05-26

Meeting Date: April 15, 2026

Owner: Cachet Developments (Stratford) Inc. c/o Ramsey Shaheen

Agent: Marcus Gagliardi

Location: 775 Douro Street, legally described as PLAN 44M101 BLK 119,
in the City of Stratford.

Zoning: I2-39(H24) – General Industrial with Zone
Exceptions/Holding Provision

**Official Plan
Designation:** Industrial Area

**Road
Classification:** Douro Street – Collector Road

Purpose and Effect of Application:

The purpose of this application is to request relief from the City of Stratford Comprehensive Zoning By-law to permit a parking area and internal circulation layout associated with a proposed industrial development, within a required 7.5 metre exterior side yard which is otherwise not permitted.

The effect of this application is to facilitate a proposed industrial development consisting of two buildings with approximate gross floor areas of 8,522 m² and 5,690 m², together with associated parking areas, internal drive aisles and landscaped areas. The applicant is proposing parking spaces and a parking aisle within the required 7.5 m exterior side yard setback; however, the proposed site plan includes a 3.0 m wide landscaped planting strip between the parking area and the unopened C.H. Meier right-of-way.

The lands are subject to Site Plan Application SP01-25. The site plan includes building layouts, parking and three proposed access points from Douro Street.

Variance Requested:

Table 5.3.2 (iv): relief requested to allow parking spaces and a parking aisle with a setback of 3 metres from an exterior side lot line whereas a setback of 7.5 metres is required.

Background:

Attachments

- Map 1 – Zoning and Location Map
- Map 2 – Aerial Map
- Figure 1 – Site Plan
- Figure 2 – Site Photo

Site Characteristics

Existing Use: Vacant
Frontage: 192.75 m
Depth: 193.35 m
Area: 36,033.69 m²
Shape: Irregular

Surrounding Land Uses

North: Samsonite Company Store (retail/warehouse)
East: Street townhouse dwellings
South: CN railway
West: Industrial

Agency Comments

This minor variance application was circulated to agencies for comment on March 25, 2026. The following comments were received:

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

No comments or concerns.

City of Stratford Infrastructure Services Department – Engineering:

No comments or concerns.

City of Stratford Corporate Services – Clerk’s Office

The Clerk’s Office has reviewed the application and has no concerns as long as there is sufficient parking provided within the property as there is no on-street parking available on Douro Street.

City of Stratford Fire Prevention:

No comments or concerns.

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.

Public Comments

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

Analysis:

Provincial Planning Statement (PPS)

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

Section 2.8 of the PPS states that planning authorities shall promote economic development and competitiveness by providing for an appropriate mix and range of employment uses to meet long-term needs. The PPS further directs planning authorities to protect and preserve employment areas for current and future uses and to ensure that the necessary infrastructure is provided to support employment lands.

The subject proposal is consistent with the PPS policies by facilitating the development of vacant industrial land for employment use. The proposal supports the orderly development of the site for industrial purposes and helps facilitate a functional site layout

to serve the proposed buildings. In this regard, the proposal is consistent with the PPS direction to support and protect employment areas for current and future use.

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 lands are designated 'Industrial Area' as per Schedule A of the Official Plan and have frontage on a 'Collector Road' (Douro Street) as per Schedule D of the Official Plan. The subject lands are located within the Stratford East Planning Area, which provides additional policy direction for the development of the lands located on the south side of Highway 7 & 8, east of C.H. Meier Boulevard (11.3). Section 11.3.1 provides policy direction for "Industrial Areas", stating that "only the following light industrial and service commercial uses shall be permitted: the manufacturing, assembling, repairing/ wholesaling or storage of any goods/ substance/ article or thing in a wholly enclosed building. Only the following secondary uses shall be permitted: outdoor recreation uses; motor vehicle sales and service establishments; limited office uses not otherwise permitted in the Downtown Core; research and development uses; and education and training other than elementary schools. Accessory industrial uses as listed in Section 4.8.4 shall also be permitted". Vistech, an existing auto-parts manufacturing establishment, is relocating from their existing location at the south end of Stratford to Building 'A' as shown on Figure 1, whereas Building 'B' offers a multi-unit design for a number of future industrial uses. The foregoing arrangements align with the Industrial Area designation.

General 'Industrial Area' policies of the Official Plan apply to the proposal. Section 4.8.1 sets out the goals and objectives for Industrial Areas, including encouraging the continued development of Stratford as a significant manufacturing and industrial service centre, ensuring that lands are available and suited to industrial development, maintaining the integrity of industrial areas for industrial purposes, and discouraging uses that may detract from the long-term viability of employment lands.

The applicant is requesting a variance to permit parking spaces and a parking aisle with a setback of 3 metres from an exterior side lot line, whereas a setback of 7.5 metres is required. In staff's opinion, the requested relief conforms to the intent and purpose of the Official Plan. The proposed development would maintain the planned industrial function of the property and supports the efficient use of a vacant industrial parcel. Further, the provision of a 3.0 metre landscaped planting strip adjacent to the unopened C.H. Meier right-of-way provides an appropriate buffer along the lot line.

As such, Staff are satisfied that the application maintains the general intent and purpose of the Official Plan.

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

The intent of setback requirements for parking areas and parking aisles adjacent to roadways is to maintain adequate separation from the public realm. These regulations are intended to provide space for landscaping, streetscaping, and maintenance, and to reduce the visual prominence of surface parking along a thoroughfare. The requested relief would permit parking spaces, parking aisles, and related circulation areas within the exterior side yard setback. In this case, the western (exterior) lot line abuts the unopened C.H. Meier Boulevard road allowance, rather than an active street or adjacent developed property. The proposed buildings would remain outside the required 7.5 metre setback, maintaining the intended building separation from the property edge. In addition, the site design provides a 3.0 metre landscaped planting strip along the western site boundary, ensuring that an appropriate visual buffer and landscaped edge are maintained should the road allowance be opened in the future. The City has no plans to further extend C.H. Meier Boulevard south of Douro Street considering the lands south of the Canadian National Railway are outside the City's Corporate Limits being the Township of Perth East.

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

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

The subject lands pertain to Application for Site Plan Approval SP01-26, which proposes the development of a vacant parcel to accommodate two industrial buildings with approximate gross floor areas of 8,522 m² and 5,690 m², together with associated parking areas, internal drive aisles, and landscaped areas. The requested variance is desirable for the appropriate development of the lands as it facilitates a functional site layout for parking and internal vehicle circulation in support of the proposed buildings. The variance is limited in scope and does not affect the overall planned industrial use of the property. The proposal represents an appropriate form of development on lands designated and zoned for industrial purposes and will assist in bringing vacant employment lands into productive use.

As such, Staff are satisfied that the requested variance is desirable for the appropriate development of the lands.

Is the requested variance minor in nature?

Whether a variance is considered minor is determined by the extent of its impact on the surrounding neighbourhood. The requested variance to permit parking spaces and a parking aisle within the required exterior side yard setback is not anticipated to negatively impact the surrounding area. Sufficient area remains along the western lot line for a landscaped planting strip, which will provide an appropriate buffer and is not anticipated to create issues should the unopened road allowance be opened in the future. The variance does not permit any portion of the proposed buildings within the setback, and the affected lot line abuts an unopened road allowance rather than an active street or adjacent developed property. As a result, the requested variance is not anticipated to create adverse impacts on adjacent lands or the broader neighbourhood. Staff is of the opinion that the effects of the requested variance are considered minor in nature and appropriate for the subject lands.

Recommendation:

That the City of Stratford Committee of Adjustment **APPROVE** Application A05-26, submitted by Marcus Gagliardi on behalf of Cachet Developments (Stratford) Inc., for lands known municipally as 775 Douro Street, legally described as PLAN 44M101 BLK 119, in the City of Stratford.

Table 5.3.2 (iv): to allow parking spaces and a parking aisle with a setback of 3 metres from an exterior side lot line whereas a setback of 7.5 metres is required.

Reasons

The proposed relief is consistent with the Provincial Planning Statement.

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

The requested relief maintains the intent and purpose of the Official Plan, as the proposal conforms to the Plan's goals and objectives and is consistent with the applicable policy framework, namely the "Industrial Area" policies and the policies of the Stratford East Planning Area, including the "Industrial Area" designation.

The requested relief maintains the intent and purpose of the City's Zoning By-law. The variance is limited to permitting parking spaces and a parking aisle within the required exterior side yard setback, while maintaining the planned industrial function of the lands. The proposed buildings remain outside the required setback, and sufficient landscaped area is provided along the western lot line to maintain an appropriate buffer should the unopened road allowance be opened in the future.

The requested relief is desirable for the appropriate development and use of the land, as it facilitates a functional site layout to support the proposed industrial development and assists in bringing a vacant industrial parcel into productive use.

The requested relief is minor in nature, as the variance is limited in scope and is not anticipated to result in adverse impacts on adjacent lands or the broader area. The relief applies to parking and internal circulation only, does not permit additional building area, and maintains sufficient landscaped area along the western lot line.

**Prepared
& Recommended by:**

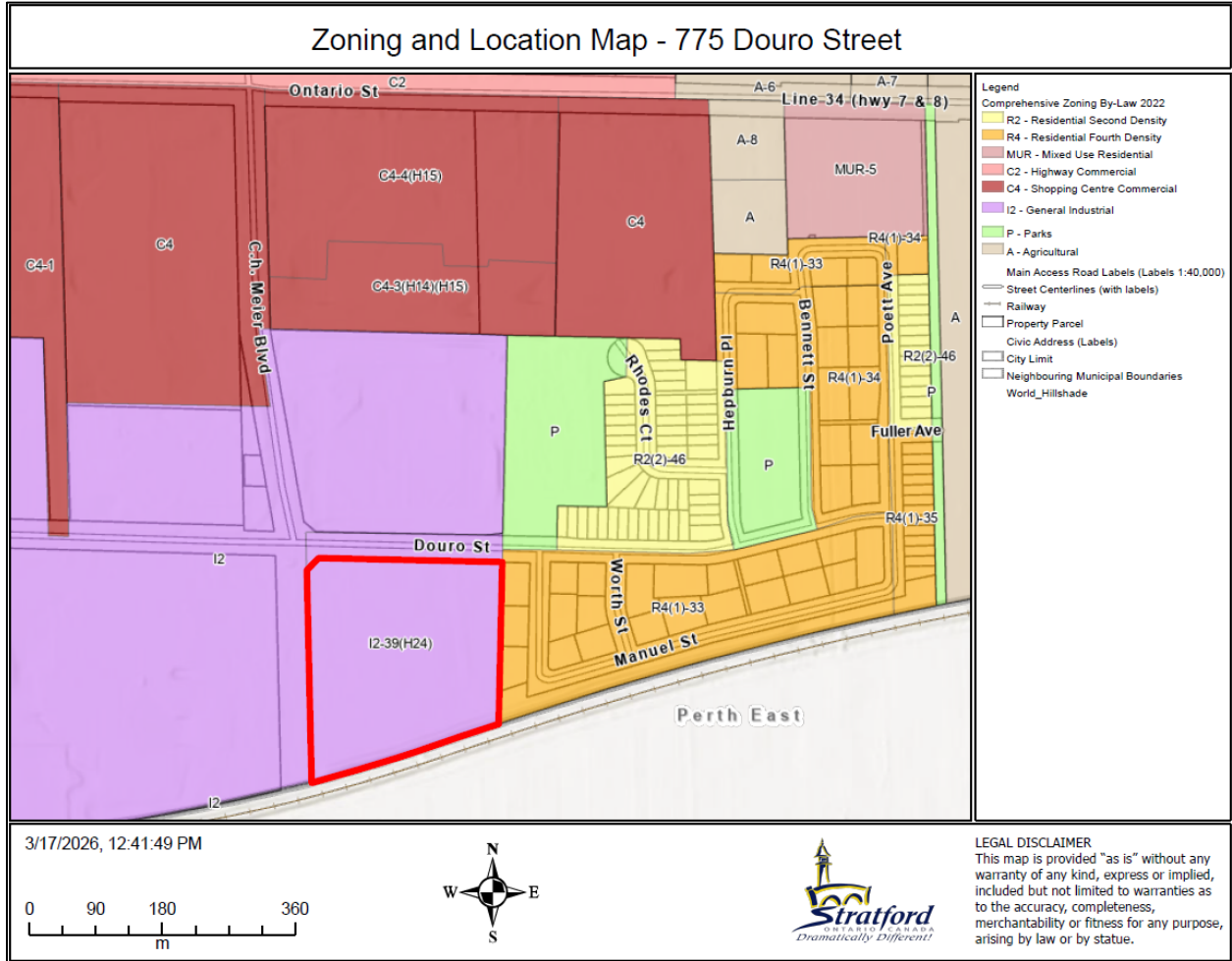
Ryan Queenan,
Planner

Approved by:

Marc Bancroft, MPL, MCIP, RPP
Manager of Planning

Report finalized: April 9, 2026

Map 1 – Zoning and Location Map



Map 2 – Aerial Map

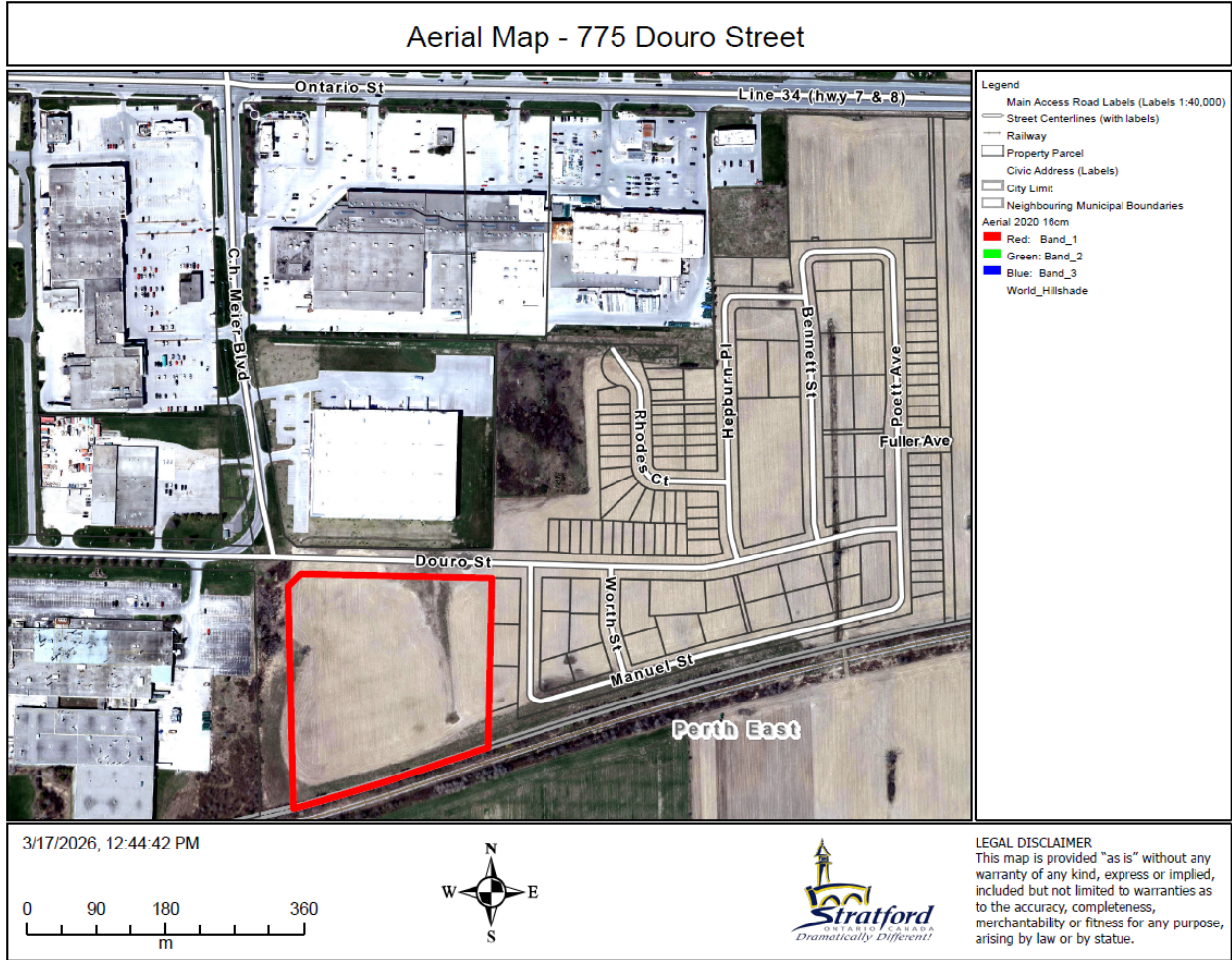


Figure 1 – Site Plan

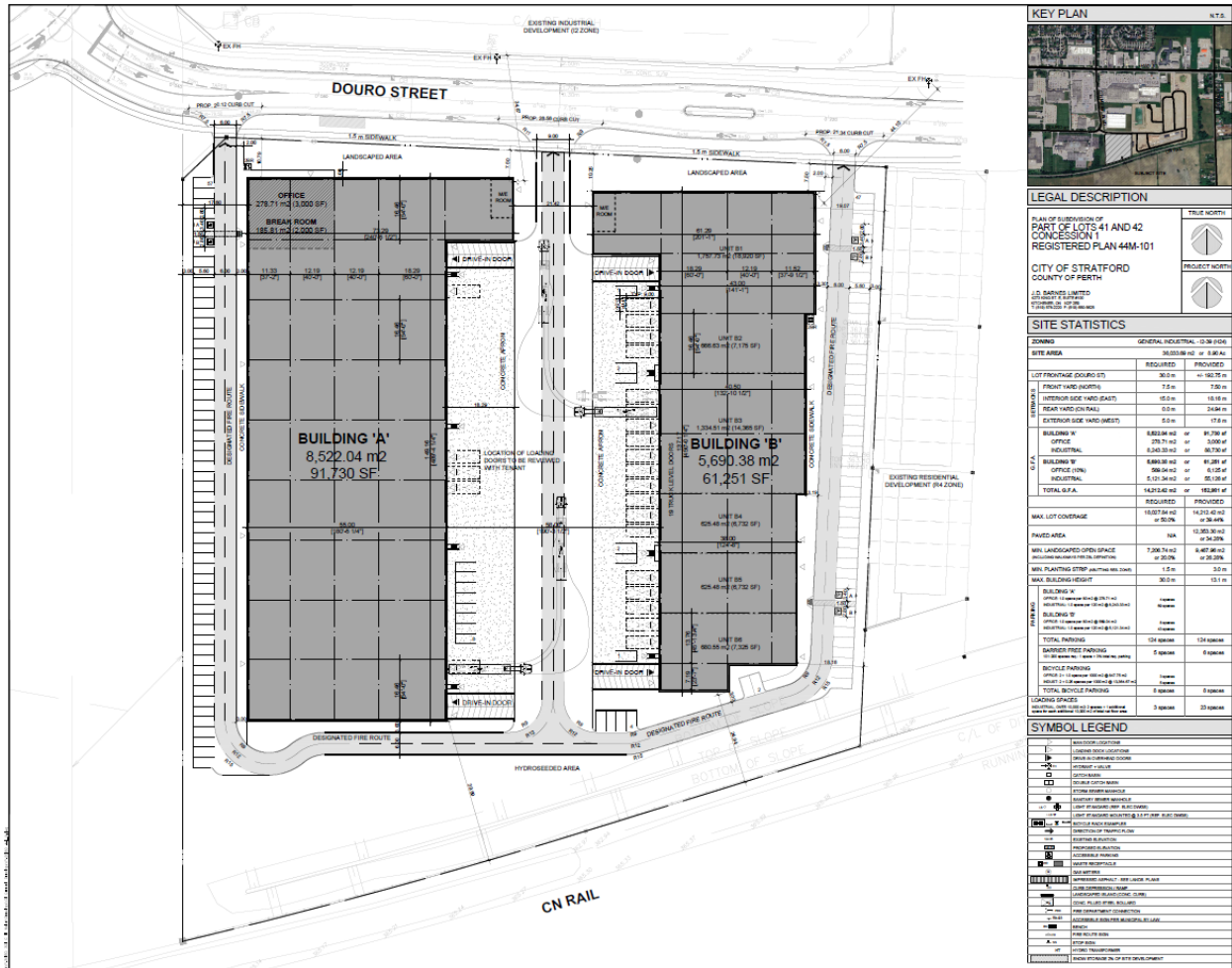


Figure 2 – Site Photo



775 Douro Street as seen from Douro Street looking south (photo taken April 7, 2026)

REPORT TO THE COMMITTEE OF ADJUSTMENT

Submitted By: Building & Planning Services Department - Planning Division

Application No.: B01-26

Meeting Date: April 15, 2026

Owner: John Carey-Woodman

Agent: Matthew Orchard (Monteith Ritsma Phillips Professional Corporation)

Location: 16 Chestnut Street, located on the north side of Chestnut Street between Erie Street and Railway Avenue, legally referred to as PLAN 2 LOT 79, City of Stratford.

Zoning: Residential Second Density – R2(1)

Official Plan Designation: Residential Area

Road Classification: Chestnut Street – Local Street

Purpose of Application B01-26:

The purpose and effect of this application is to create an easement over Parts 1-4 on Reference Plan 44R-6427, along the property's rear and easterly side lot lines, in favour of Bell Canada, to recognize existing infrastructure which extends through the subject lands. The easement is to be created to satisfy a condition of approval for Application for Consent B09-24.

Application for Consent B09-24 was provisionally approved by the City of Stratford's Committee of Adjustment on January 22, 2025, to sever a 490.5 m² portion of 16 Chestnut Street for the purposes of conveying a lot addition to the northwestern abutting property, 212 Railway Avenue.

Background:

Attachments

- Map 1 – Zoning & Location Map
- Map 2 – Reference Plan
- Figure 1 – Site Photo

Site Characteristics

Existing Use: Single detached dwelling
Frontage: 20 m
Depth: 66.2 m
Area: 1331.4 m²
Shape: Rectangular

Surrounding Land Uses

North: Single detached dwellings
East: Apartment Building
South: Single detached dwellings
West: Single detached dwellings

Agency Comments

This consent application was circulated to agencies for comments on March 23, 2026. The following comments were received:

City of Stratford Infrastructure Services Department – Engineering Division:

No concerns.

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

No comments.

City of Stratford Fire Prevention:

No comments.

City of Stratford Community Services Department – Parks Division:

No concerns.

City of Stratford Clerks Division:

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

Festival Hydro:

No hydro related concerns.

Bell Canada:

Parts 1-4 on Reference Plan 44R-6427 is acceptable to Bell Canada for easement purposes. Please see below for full easement requirements.

Since the easement is required in order to provide service and access, all costs associated with this transaction will be the Owner's responsibility and compensation is to be set at a

nominal \$2 for the acquisition of the easement rights. The Owner's Solicitor will be required to arrange for the separate, registered postponement from any mortgagees.

Please find enclosed a copy of Bell's standard easement Schedule to be used for this transaction (provided to applicant).

We kindly request the inclusion of the additional comment "Transfer of Easement for a Utility Line as Defined in the Ontario Energy Board Act, 1998" in section 4 of the Land Transfer Tax Statement and confirm that the undersigned will be taking said Affidavit.

Upper Thames River Conservation Authority:

The subject lands are located within a vulnerable area of a Wellhead Protection Area A10 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. Please contact your Municipalities Risk Management Official at orsinio@thamesriver.ca for more information. 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/>

Public Comments

Notice of the proposal was circulated to neighbours within 60 metres of the subject property and published in the Town Crier of the Beacon Herald March 23, 2026. 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 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 3.1 of the PPS states that infrastructure and public service facilities shall be provided in an efficient manner while accommodating projected needs. Further, as per Section 3.1.2, before consideration is given to developing new infrastructure and public service facilities, the use of existing infrastructure and public service facilities should be optimized. As the subject application is proposing the establishment of an easement for existing infrastructure that would maintain services to the neighbourhood, Staff are satisfied the proposal is consistent with the PPS.

Official Plan

The subject lands are designated "Residential Areas" on Schedule "A" of the City's Official Plan, which permits the existing single detached dwelling. Section 9.5.1 of the Official Plan provides evaluation criteria for consent applications and states that a consent for technical or legal purposes may also be permitted where a separate lot is not being created such as a boundary adjustment, provided that the lots that are subject to the application comply with or can be brought into compliance with the Zoning By-law. As the proposed easement is required for technical/legal purposes, and the subject lot complies will all requirements of the Zoning By-law, Staff are satisfied that the proposed application complies with the consent policies of the City's Official Plan.

Zoning By-law

As the proposed easement is for existing utility infrastructure, no physical or structural changes are proposed as part of this application. Furthermore, as identified as part of the previous consent application B09-24, the proposed lot addition between the subject lands and 212 Railway Avenue meets all requirements of the Zoning By-law. As such, Staff are satisfied that the proposed easement meets the requirements of the Zoning By-law.

Recommendation:

THAT the City of Stratford Committee of Adjustment APPROVE Application B01-26, to create an easement in favour of Bell Canada over Parts 1-4 on Reference Plan 44R-6427, for lands legally described as PLAN 2 LOT 79, City of Stratford and municipally known as 16 Chestnut 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 prior to the stamping of the deeds, the applicant shall provide to the satisfaction of the City a copy of the deposited reference plan to legally describe

the lands to be conveyed and in general conformity with the Committee's decision, 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.

3. That prior to the stamping of the deeds, the applicant shall provide a draft transfer prepared by the applicant's legal representative, to the satisfaction of the City and Bell Canada.
4. That prior to the stamping of the deeds, the applicant receive a S. 59 Notice from the Upper Thames River Conservation Authority's Risk Management Official.
5. 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.

Recommended by:

**Alexander Burnett, MCIP, RPP
Intermediate Planner**

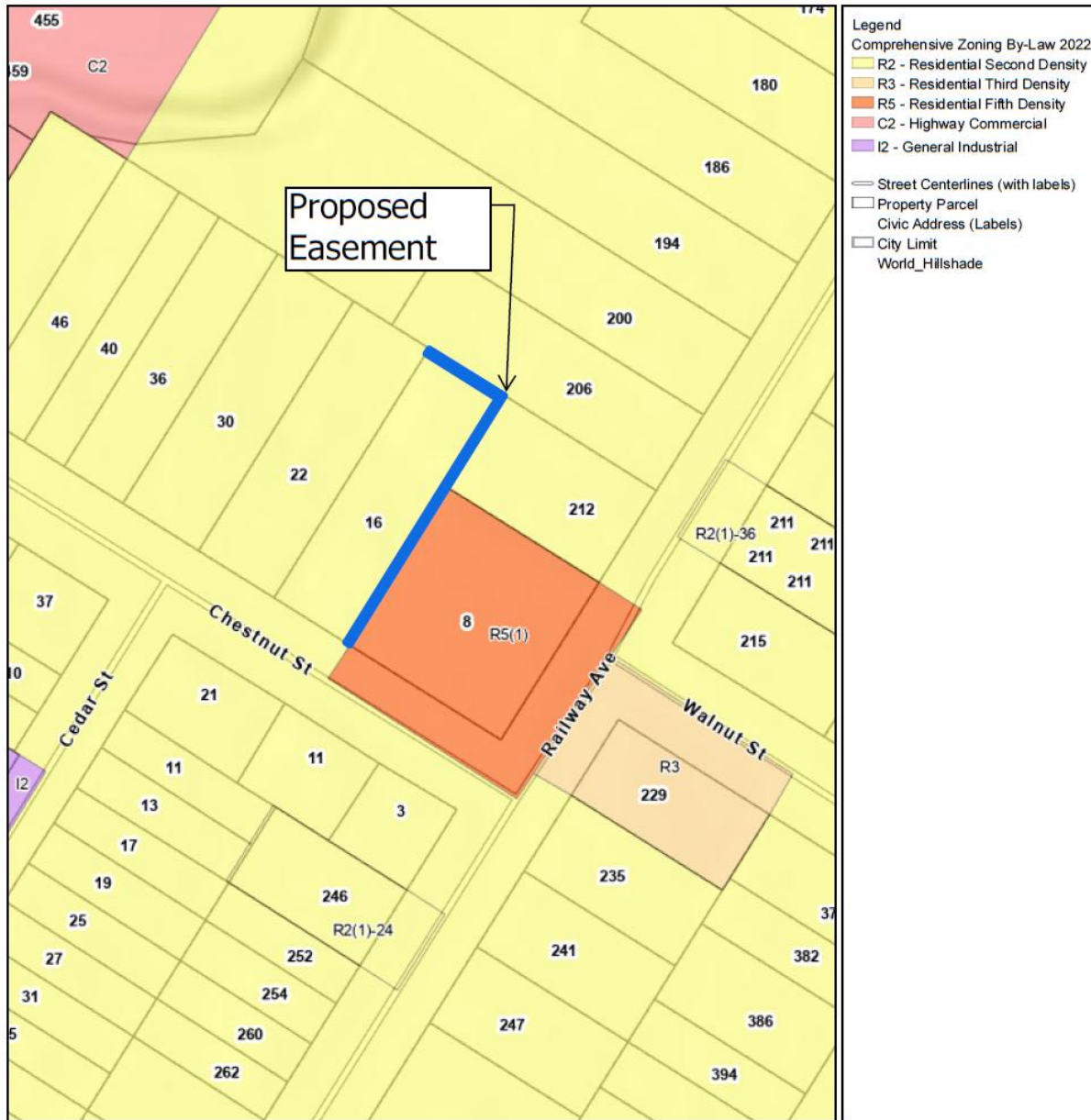
Reviewed & approved by:

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

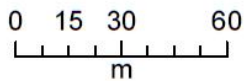
Report finalized: April 9, 2026

Map 1 – Location & Zoning Map
File # B01-26
John Carey-Woodman – 16 Chestnut Street

Location and Zoning Map - 16 Chestnut Street

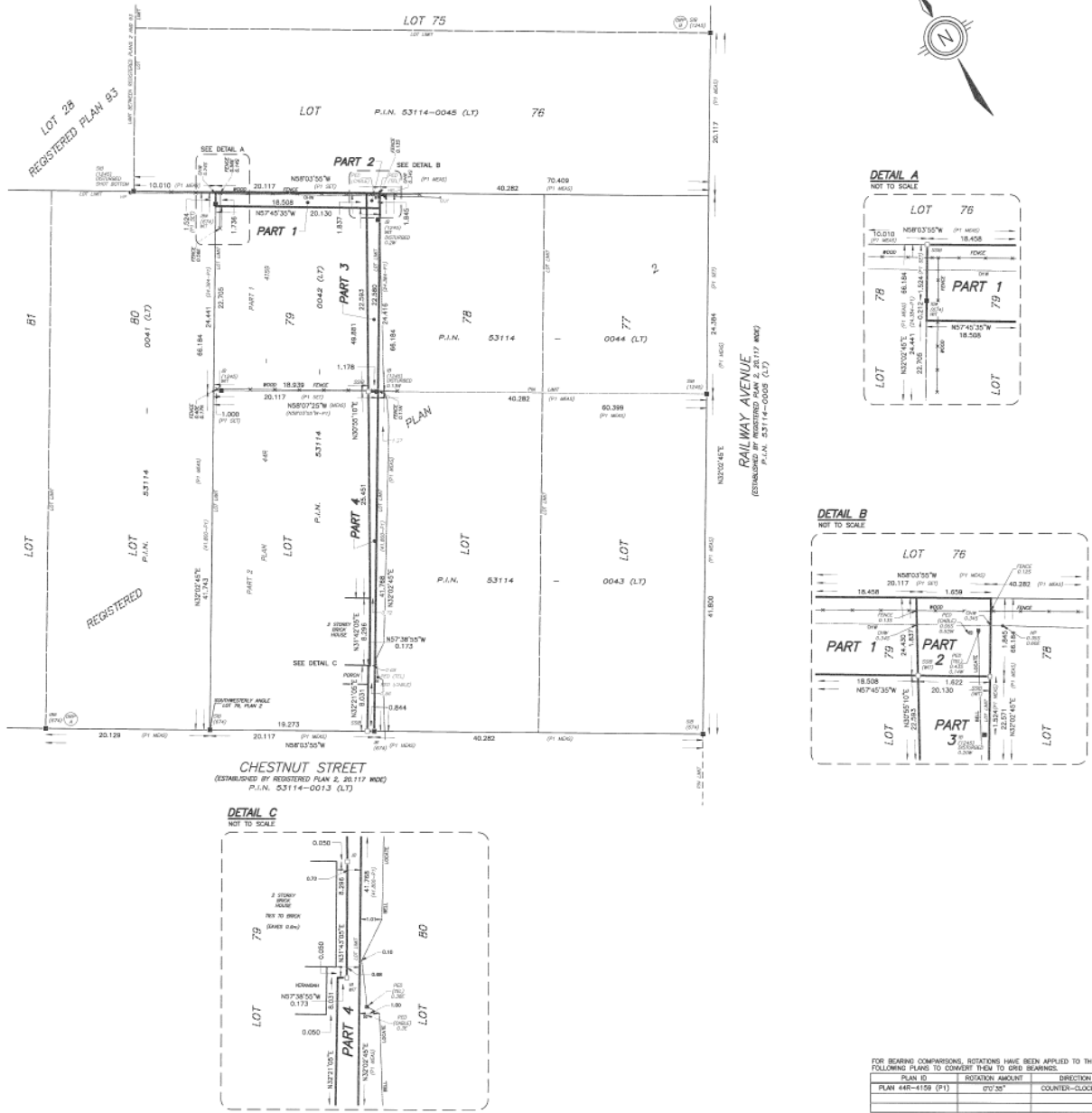


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LEGAL DISCLAIMER
 This map is provided "as is" without any warranty of any kind, express or implied, included but not limited to warranties as to the accuracy, completeness, merchantability or fitness for any purpose, arising by law or by statute.

**Map 2 – Reference Plan
File # B01-26
John Carey-Woodman – 16 Chestnut Street**



The purpose of the attached application documents is to provide context for the proposal. Requests for enlarged copies of these documents can be sent to planning@stratford.ca.

Figure 1 – Site Photo
File # B01-26
John Carey-Woodman – 16 Chestnut Street

