

Joseph Greco, Chair

Michelle Kelly, ACST
Secretary-Treasurer



**Sault Ste. Marie
Committee of Adjustment
Minutes of Hearing
April 1, 2026
Livestreamed**

Call to Order

The Chair called the hearing to order at 2:04 p.m.

Members' Present: J. Greco, Chair
W. Greco
M. McGregor

Member Absent: F. Bruni
A. Rossi

Official Present: M. Kelly, Secretary-Treasurer

Staff Present: N. Cicchini, Planning Representative

The Secretary-Treasurer confirmed that a quorum was in attendance.

Opening Remarks

Chair Greco welcomed the participants & introduced the Committee members & staff present

Land Acknowledgement – Secretary-Treasurer

Approval of Minutes of February 4, 2026

Moved by Greco (W), seconded by McGregor,

“THAT the Minutes of the Committee of Adjustment hearing of February 4, 2026, be approved as circulated. **Carried.”**

Disclosure of Pecuniary Interest and the General Nature Thereof – none disclosed

Notice of Withdrawal or Request for Deferral - none

➤ **Matters To Be Considered**

New Applications

- A4/26 Civic No. 382 Courtney Crescent
- A5/26 Civic No. 108 Cottage Lane
- B3/26 Civic No. 460 Old Garden River Road
- B426 Civic No. 15 Bay Street

TAB 1

Application A4/26-24-(124)-24439-R2

ASHLEY ARCHAMBAULT & SHANNON MOAN are the owners of Lot 224 Lawrence Subdivision Plan M322 former Rankin Location, municipally identified as **CIVIC NO. 382 COURTNEY CRESCENT**. It is located on the east side of Courtney Crescent between Amber Street and Megginson Drive. It is designated Residential in the Official Plan and is zoned R2, Gentle Density Residential.

THE APPLICATION:

The following variance is requested.

	By-Law 2005-150 Requires	Proposed Variance
9.6.2	Interior Side Yard 1.2m	REDUCE the north interior side yard to 0.7m along the length of the exterior wall of the existing garage only. (7.32m+)

PURPOSE:

To facilitate the proposed conversion of the existing garage to a living unit including the proposed construction of a 4.88m x 3.96m addition to the front of the existing building. Of note, the new addition will meet the 1.2m setback requirement.

Public Input

Notice of public hearing was sent by personal mail to neighbouring properties, by posting a sign on-site & posting on the City website.

Technical Review: Circulated Departments & Agencies

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health		
Bell Canada Right-of-Way		
Building Division	X	No response
Canada Post		

Conservation Authority	X	No objections.
Engineering & Construction	X	No concerns
Fire Services	X	No comments or concerns
Legal Department	X	No response
Planning Division	X	No objections. See comments below
PUC Distribution Inc. (Electric)	X	No concerns. See comments below
Public Utilities Comm. (Water)	X	No concerns. See comments below
Public Works		

BACKGROUND:

The applicants are proposing to convert the existing detached garage and construct a front addition, to create a 53.5m², (576ft²) second living unit. The proposed side yard reduction applies to the existing garage only as the addition will be setback to comply with the by-law regulations. The applicants advise that relocating the garage is not practical, as it would require demolition or physically moving the entire structure. The existing garage was built with the benefit of a building permit. A subsequent survey revealed the side yard deficiency.

Conservation Authority (SSMRCA) noted that the subject property is not location within a regulated area as defined by O. Reg. 41/24 (i.e., floodplain, erosion hazard, dynamic beach, wetland, or associated allowances). It is located within a Wellhead Protection Area (WHPA-B). Based on the information provided, the proposed residential use and associated addition do not appear to introduce or expand activities identified as significant drinking water threats under the policies of the Source Protection Plan. Accordingly, the Sault Ste. Marie Region Source Protection Authority has no objection to the variance application, provided that no activities involving he storage, handling, or application of substances identified as significant drinking water threats are proposed or established on the property.

Engineering had no concerns, however, wished to remind the owners that existing drainage conditions need to be maintained.

Planning staff suggested that the applicants may want to consider a frosted or opaque glass for the bathroom window along the north exterior wall of the proposed addition to minimize privacy overlook.

PUC Distribution Inc. (Electric Utility) advised that if the revisions to the garage require an increase in electrical service, to contact PUC for an upgrade to the existing electrical service.

Public Utilities Commission (Water Utility) advised that the owner must engage the services of Professional Engineer licensed in the Province of Ontario or persons qualified under the Ontario Building Code to verify if their existing water service is adequate to

supply the necessary water demand for the proposed additional unit. If the owner wishes to replace their water service, please contact the PUC Engineering Department.

Staff Comments/Recommendations(s)

No objections to the request were received. No evidence has been presented to suggest that approval would create a negative impact.

If a bathroom window is to be located along the north exterior wall of the structure impacted by the variance, that it is fitted with a frosted or opaque glass minimizing privacy overlook.

PUC (Water Utility) advised that the adequacy of existing water service must be verified by a Professional Engineer or a person qualified under the Ontario Building Code.

Proceedings

The owners were in attendance. Ashley Archambault expressed her appreciation that there were no concerns with the request.

The Chair called for comments, seeing none.

The Chair called for discussion.

Seeing none, the Chair closed discussion & called for a motion.

Decision

All written submissions relating to this application made to the Committee of Adjustment before its decision, held under the Planning Act, have been, on balance, taken into consideration by the Committee as part of its deliberations and decision on this matter.

The Committee after considering the submissions put forward and having reviewed the plans, planning staff statements and all other comments received, is satisfied that the request is desirable for the appropriate development of the subject property. The Committee is satisfied that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained. The Committee is of the opinion that the requested variance is minor in nature in this instance.

It is the opinion of the Committee that this application meets all four tests under Section 45(1) of the Planning Act.

Moved by McGregor, seconded by Greco, (W),

“RESOLVED THAT in accordance with Section 45(2) of the Planning Act this application be **Approved** conditional on the following,

- 1. “THAT if a bathroom window is to be on the north exterior wall of the structure that was subject to the variance, that it be fitted with opaque or frosted glass.**

Carried.”

TAB 2

Application A5/26-232-(2-14)-26516-R1

SCOTT & AMANDA MIDDLETON are the owners of Lot 429, Pt Lots 421, 422 & 423, Pt of Garth St, Pt of River view & Pt of 14' lane Plan 1R8190, former Hamilton Subdivision Plan M322 former Awenge Township, municipally identified as **CIVIC NO. 108 COTTAGE LANE**. It is located on the south side of Cottage Lane at its' easterly dead end. It is designated Rural Area in the Official Plan and is zoned R1, Estate Residential.

THE APPLICATION:

The following variances are requested.

	By-Law 2005-150 Requires	Proposed Variance
9.5.2	Front Yard 12m	Reduce the front yard to 6m
4.11.5	Interior Side Yard 4.5m Maximum Building Height 6m	Reduce west interior side yard to 2m Increase maximum building height to (6.45m)

PURPOSE:

The applicants propose to construct a 7.4m x 7.9m x 6.45m detached garage with an attic truss for additional storage space. Access to the storage area will be by way of a set of pull-down stairs. There will be one pedestrian door & one window on the extended driveway side of the proposed garage. No living unit is intended.

Technical Review: Circulated Departments & Agencies

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health		
Bell Canada Right-of-Way		
Building Division	X	
Canada Post		
Conservation Authority	X	No concerns or objections. Further comments below
Engineering & Construction	X	No concerns. Existing drainage conditions must be maintained.
Fire Services	X	No comments
Legal Department	X	
Planning Division	X	See comments below
PUC Distribution Inc. (Electric)	X	
Public Utilities Comm. (Water)	X	
Public Works	X	No comments

Sault Ste. Marie Region Conservation Authority (SSMRCA) advised that based on current regulated area mapping, the lands subject to the proposed minor variance application **are located within a regulated area** as defined by O. Reg. 41/24 (i.e., floodplain, erosion hazard, dynamic beach, wetland, or associated allowances). These lands are also subject to the SSMRCA Shoreline Management plan, specifically Reach 7, which indicates a regulatory flood standard of 184.4m C.D.G. +15m.

SSMRCA has no concerns or objections to the minor variance application that proposes to construct a 7.4m x 7.9m x 6.45m detached garage with an attic truss for additional storage space. This proposed development requires a detailed site plan to be submitted to SSMRCA to assess permitting requirements.

Planning staff opined that the proposed structure looks to be consistent with other structure locations in the area. Planning staff does not anticipate any adverse effects.

Staff Comments/Recommendations(s)

There have been no objections to the request. A detailed site plan will have to be submitted to the SSMRCA for their approval.

No evidence has been presented to suggest that approval would create a negative impact.

Proceedings

There was no representation in attendance.

The Chair called for comments, seeing none

The Chair called for discussion.

Seeing none, the Chair closed discussion & called for a motion.

Decision

All written submissions relating to this application made to the Committee of Adjustment before its decision, held under the Planning Act, have been, on balance, taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

The Committee after considering the submissions put forward and having reviewed the plans, planning staff statements and all other comments received, is satisfied that the request is desirable for the appropriate development of the subject property. The Committee is satisfied that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained. The Committee is of the opinion that the requested variances are minor in nature in this instance.

It is the opinion of the Committee that this application meets all four tests under Section 45(1) of the Planning Act.

Moved by Greco, (W), seconded by McGregor,

“**RESOLVED THAT** in accordance with Section 45(2) of the Planning Act this application be **Approved**. **Carried.**”

TAB 3

Application B3/26-100-(1-114)-12733-R2, S448

BRIAN MEREDITH AND THE ESTATE OF FAIRY ILA MAE MEREDITH are the owners of Lot 31, RCP H731 former Township of Tarentorus, T/W and S/T a right of way easement as in T248503, PIN 31511-0026 (LT); and municipally identified as **CIVIC NO. 460 OLD GARDEN RIVER ROAD**. It is located north westerly side of Old Garden River Road immediately north at the T-intersection of Old Garden River Road and Windsor Trails. The subject property is designated Residential in the Official Plan and is zoned R2, S448, Gentle Density Residential Zone with a special exception.

INTENT:

The applicant is seeking the Committee’s consent to sever the property into 3 autonomous parcels in conjunction with a conveyance of land intended to attach to the westerly abutting property being Civic No. 4 Foxborough Trail.

	Frontage (approximate)	Depth (approximate)	Area (approximate)
Severed Lands	21.6m	87.5m	1950.6m ²
Severed Lands	21.6m	irregular	4663.0m ²
Severed Lands for Lot Addition	21.6m	87.5m	2077.9m ²
Retained Lands	27m (Windsor Trail) 51m flankage (Old Garden River Road)	irregular	

Public Input

Notice of public hearing was sent by personal mail to neighbouring properties, by posting a sign on-site & posting on the City website.

Technical Review: Circulated Departments & Agencies

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health	X	

Bell Canada Right-of-Way		
Building Division	X	
Canada Post		
Conservation Authority	X	No concerns. Any development will require a site plan submission for review
Engineering & Construction	X	No objections. See additional comments below
Fire Services	X	No concerns
Legal Department	X	No comment
Planning Division	X	No objections
PUC Distribution Inc. (Electric)	X	
Public Utilities Comm. (Water)	X	
Public Works		Supportive of Engineering staff comments.

Engineering does not object to this severance. We do, however, have the following comments:

Potential property owners should be made aware of the following:

- An existing drainage agreement is in place involving properties to the north that protects a rear yard swale that discharges into a ditch along the subject property to the east.
- An exiting ditch crosses the southern part of Severed Portions 1 and 2, and discharges to Windsor Trail. Another existing ditch crosses the northern part of Severed Portions 1 and 2, and discharges into a catchbasin on the neighbouring property to the east that flows to Old Garden River Road. These drainage patterns should be maintained.
- There are no sanitary or storm service laterals installed along Windsor Trail, but there are mains within the roadway where new laterals can connect to.
- Curb cuts will be required along Windsor Trail.
- Any work within the municipal right of way will require a Municipal Consent Permit.
- Every effort should be made to minimize the number of required road patches during road restoration.

Conditions for Final Consent include the following:

- A grading and servicing plan prepared by a professional engineer should be submitted to the satisfaction of the Director of Engineering or their designate. If runoff from one parcel must pass through one or more of the severed parcels, a Drainage Agreement may be required.

- A one-foot reserve is in place along Windsor Trail that prevents the property owners from connecting to existing services. This can be removed provided costs owed to the Developer of Windsor Trails are paid.

Staff Comments

There are no objections to the request. No evidence has been brought forward to suggest that approval would create a negative impact. The request conforms with the Zoning By-law and the Official Plan

Recommended conditions to be attached to any approval are:

1. Transfer/Deed of Land
2. Lot addition merge clause
3. Application to consolidate parcel
4. Parkland Levy
5. Certificate application & review fee
6. Reference plan
7. Lot Grading and Drainage Plan
8. PIN abstract and PIN map
9. Minor Variance Application (if required)
10. Undertaking to provide advisements to potential purchasers
11. Discharge of Charge/Mortgage
12. Partial discharge of Charge/Mortgage
13. Payment of municipal taxes
14. Copy of receipted electronic transfer
15. Remove the one-foot reserve upon payment of costs owed to the Developer of Windsor Trails are paid.

PROCEEDINGS

Bill Webb, agent for the applicant attended.

The Chair asked if the applicant had any new information to provide. He did not.

The Chair called for comments, seeing none,

The Chair called for discussion. Seeing none, the Chair closed discussion & called for a motion.

FINDINGS

The Committee, after carefully reviewing the evidence, the illustrations presented, and the submissions made by the parties, finds that the criteria set out in subsection 51(24) of the Planning Act have been satisfied. The Committee notes that planning staff and commenting agencies had no objections to the request. Based on all the evidence, the Committee finds that the requests would not conflict with any provincial plan or plans, is consistent with any policy statements made under Subsection 3(1) of the Planning Act, is in keeping with the City's Official Plan and Zoning By-law(s), will provide orderly development of the City, and a plan of subdivision is not necessary.

DECISION

Moved by McGregor, seconded by Greco (W),

“RESOLVED THAT *provisional* consent is **AUTHORIZED** for the severance and conveyance of the parcel(s) of land described in the application, subject to the following conditions which must be, in the opinion of the Secretary-Treasurer, completed within two-years from the date of giving of the formal notice of this Decision failing which consent shall be deemed to be refused/lapsed in accordance with Section 53(41) of the Planning Act, R.S.O. 1990, as amended;

1. TRANSFER/DEED OF LAND

That the Secretary-Treasurer is provided with one (1) copy of the “electronic registration in preparation documents”, prior to registration on title. *These documents must be accompanied by a schedule identifying the transferor and the transferee for certification. Said schedule with stamp or Certificate of Official must be registered with the “electronic registration transfer.*

NOTE: Any alterations to the legal description after the Secretary-Treasurer has issued the Certificate will deem the document(s) invalid and must be returned to the Secretary-Treasurer. A new Certificate containing the Registrar approved legal description will have to be endorsed by the Secretary-Treasurer prior to registration of the document(s). An issuance fee will apply.

2. LOT ADDITION/MERGE CLAUSE

That the parcel intended to be severed for lot addition purposes be merged on title with the abutting land to the immediate west, municipally known as Civic No. 4 Foxborough Trail. Subsection 50 (3 or 5) of the Planning Act, R.S.O., 1990, as amended, applies to any subsequent conveyance of or transaction involving the parcel of land that is subject of this consent. The Secretary-Treasurer’s Certificate shall contain reference to this stipulation.

3. APPLICATION TO CONSOLIDATE PARCELS

An Undertaking from a solicitor authorized to practice law in the Province of Ontario, and in good standing with the Law Society of Upper Canada, as follows,
“I undertake on behalf of the Owner, within 10 days of the assignment of a new PIN for the transfer document, to file an application to Consolidate Parcels including the severance land and the abutting land. This PIN consolidation is intended to reinforce the Planning Act stipulation that both parcels have merged on Title and cannot be conveyed separately in the future.”

A copy of the registered document must be provided to the Secretary-Treasurer.

4. PARKLAND LEVY

In accordance with Subsection 51.1(1) of Section 50 of the Planning Act the applicant must pay the Corporation 5% cash-in-lieu of land for park purposes or other public

recreational purposes for **each** additional lot being created because of this consent to the satisfaction of the Secretary-Treasurer.

If deemed required by the Secretary-Treasurer, the applicant shall provide the City of Sault Ste. Marie with an appraisal report and valuation of the subject land (land only) to be prepared by an accredited appraiser. Payment of a Parkland Levy to the City of Sault Ste. Marie, in lieu of deeding of land for park purposes shall be made. Said levy is to be 5% of the appraised or market value of the subject land as of the day before the day of the giving of consent.

5. CERTIFICATE APPLICATION FEE

That a certificate application fee be paid to the City Corporation for **each** document presented to the Secretary-Treasurer for certification, at the rate applicable at the time of issuance. (2026 fee is \$245 per document)

6. REFERENCE PLAN/SURVEY PLAN/LEGAL DESCRIPTION

That the applicant provides the Secretary-Treasurer with Four (4) full size white prints, one (1) 11 X 14 copies and one (1) digital copy of a deposited plan of reference prepared by an Ontario Land surveyor registered in the Province of Ontario and bearing the seal of the Land Registrar depicting the entire land which conforms substantially with the application as submitted. At least one copy of a plan of reference must indicate any easement/right-of-way and the locations and dimensions of all buildings and structures on the subject property and their distance to property lines.

7. PIN ABSTRACT and PIN MAP

That a copy of the current pin abstract for the subject property and for the property that benefits from the lot addition conveyance accompany the "electronic registration in preparation documents."

8. MINOR VARIANCE APPLICATION

(After Provisional Consent given)

a) That a minor variance application is received and approved by the Committee of Adjustment to recognize any applicable deficiencies on the subject lands, including finalization of conditions imposed thereto.

9. LOT GRADING AND DRAINAGE PLAN

That the applicants submit a lot grading and drainage plan for approval of the Director of Engineering or his designate, AND THAT drainage facilities be constructed, and easements dedicated as required. The owners/applicants shall bear all legal and survey costs.

(Note: applicant's solicitor will have to sign off on any easements in Teraview's Electronic Land Registry system)

10. DISCHARGE OF CHARGE/MORTGAGE

That any Charge/Mortgage affecting the subject property is discharged and a copy of the Discharge of Charge/Mortgage be provided to the Secretary-Treasurer.

11. PARTIAL DISCHARGE OF CHARGE/MORTGAGE

That the Secretary-Treasurer is provided with one (1) copy of the Discharge of Charge/Mortgage documents for the parcel for which the Consent relates to and the Discharge refers to for certification. Certificate of Official must be registered with the Discharge of Charge/Mortgage documents. A Solicitor's undertaking must be provided to the Secretary-Treasurer undertaking to register the Discharge and to provide the Secretary-Treasurer with a copy of the registered documents.

12. PAYMENT OF MUNICIPAL TAXES

The owner shall provide to the Secretary-Treasurer confirmation of payment of all current and outstanding taxes to date of consent including any local improvement charges, if applicable.

13. ADVISEMENT TO POTENTIAL PURCHASERS

That an Undertaking be provided wherein the property owner(s) commit to disclosing the following information to potential purchasers,

- An existing drainage agreement is in place involving properties to the north that protects a rear yard swale that discharges into a ditch along the subject property to the east.
- An exiting ditch crosses the southern part of Severed Portions 1 and 2, and discharges to Windsor Trail. Another existing ditch crosses the northern part of Severed Portions 1 and 2, and discharges into a catch basin on the neighbouring property to the east that flows to Old Garden River Road. These drainage patterns should be maintained.
- There are no sanitary or storm service laterals installed along Windsor Trail, but there are mains within the roadway where new laterals can connect to.
- Curb cuts will be required along Windsor Trail.
- Any work within the municipal right of way will require a Municipal Consent Permit.
- A one-foot reserve is in place along Windsor Trail that prevents the property owners from connecting to existing services. This can be removed provided costs owed to the Developer of Windsor Trails are paid.
- Every effort should be made to minimize the number of required road patches during road restoration.

14. ONE-FOOT RESERVE

Remove the one-foot reserve upon payment of costs owed to the Developer of Windsor Trails.

15. RECEIPTED ELECTRONIC TRANSFER

That the Solicitor for the Owner give a written undertaking to provide to the Secretary-Treasurer within 30 days of registration in the Land Registry/Land Titles Office & prior to the issuance of any Building Permits, a copy of the Receipted Electronic Transfer document including the Form 2 for Consent.

Carried.”

Final date for appeal is **APRIL 21, 2026**. Procedures for an appeal are set out on the last page of this decision.

WARNING:

THIS provisional approval does not become effective until the above conditions have been satisfied. **ALL conditions must be fulfilled within two years of the date of the giving of the Notice of Decision, failing which this application shall thereupon be deemed to be refused. Section 53(4), The Planning Act R.S.O., 1990.**

WARNING:

THIS provisional approval does not become effective until the above conditions have been satisfied. **ALL conditions must be fulfilled within two years of the date of the giving of the Notice of Decision, failing which this application shall thereupon be deemed to be refused. Section 53(4), The Planning Act R.S.O., 1990.**

TAB 4

Application B4/26-16-(1-27)-28546-C3, S153

11888004 ONTARIO INC. is the owner of PIN 31577-0090 (LT) former Township of St. Mary’s; and municipally identified as **CIVIC NO. 15 BAY STREET WEST**. It is located on the southeast corner of Huron Street and Bay Street West. The subject property is designated Commercial in the Official Plan and is zoned C3, S153 Riverfront Zone with a special exception and is subject to Site Plan Control.

INTENT:

The applicant is seeking the Committee’s consent to sever a northerly interior strip of land described as Part 28, Plan 1R-14162 for easement purposes in favour of Bell Canada.

	Width (approximate)	Depth (approximate)	Area (approximate)
Easement Lands	8.353m	168.850m	514.89m ²

Public Input

Notice of public hearing was sent by personal mail to neighbouring properties, by posting a sign on-site & posting on the City website.

Technical Review: Circulated Departments & Agencies

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health	X	
Bell Canada Right-of-Way		
Building Division	X	No objections
Canada Post		
Conservation Authority	X	No concerns or objections
Engineering & Construction	X	No concerns. See additional comments below
Fire Services	X	No comments or concerns
Legal Department	X	
Planning Division	X	No objections or concerns
PUC Distribution Inc. (Electric)	X	No concerns. See additional comments below
Public Utilities Comm. (Water)	X	No concerns. See additional comments below
Public Works		

Engineering advised that there is a 1500mm diameter storm main that crosses the easternmost 10 meters of the subject property.

PUC Distribution Inc. (Electric Utility)

No concerns with the proposed severance, however, there is an existing underground concrete encased duct bank with primary conductors (12.5kV) along the municipal right-of-way on Bay Street and South down Huron Street. Additionally, there is a transformer, primary junction unit and underground vault with primary connections at the corner of Bay Street W and Huron Street.

Public Utilities Commission of the City of Sault Ste. Marie (Water Utility)

No concerns with the proposed severance, however, there is an existing water service through Part 28, Plan 1R-14162 that will service 15 Bay Street West. A private easement shall be granted by Bell Canada in favour of the Owner of 15 Bay Street West over the water service.

Staff Comments

There are no objections to the request. No evidence was presented to suggest that approval would create a negative impact. The request conforms with the Zoning By-law and the Official Plan

Recommended conditions to be attached to any approval are:

Transfer/Deed of Land

1. Certificate application & review fee
2. Reference plan
3. PIN abstract and PIN map
4. Copy of receipted electronic transfer

Proceedings

Mark Lepore, Solicitor for Bell Canada and agent on the application attended. He advised that the Bell facility had been in place for many years. This request simply formalizes the existing arrangement.

The Chair called for comments.

The Chair called for discussion, seeing none, discussion was closed.

Decision

The Committee, after carefully reviewing the evidence, the illustrations presented, and the submissions made by the parties, finds that the criteria set out in subsection 51(24) of the Planning Act have been satisfied. The Committee notes that planning staff and commenting agencies either expressed support for the easement or had no issues with it. Based on all the evidence, the Committee finds that the proposed easement would not conflict with any provincial plan or plans, is consistent with any policy statements made under Subsection 3(1) of the Planning Act, is in keeping with the City's Official Plan and Zoning By-law(s), will provide orderly development of the City, and a plan of subdivision is not necessary.

Moved by Greco (W), seconded McGregor,

"RESOLVED THAT *provisional* consent is **AUTHORIZED** for the severance and conveyance for easement purposes for the parcel of land described in the application, subject to the following conditions which must be, in the opinion of the Secretary-Treasurer, *complied with within a two years from the date of this Decision failing which consent shall be deemed to be refused* in accordance with Subsection 41, of Section 53 of the Planning Act, R.S.O.,

1. TRANSFER/DEED OF LAND FOR EASEMENT PURPOSES

That the Secretary-Treasurer is provided with one (1) copy of the "electronic registration in preparation documents", prior to registration on title.

NOTE: Any alterations to the submitted preparation document after the Secretary-Treasurer has issued the Certificate will deem the document(s) invalid and must be returned to the Secretary-Treasurer. A new Certificate containing the Registrar approved legal description will have to be endorsed by the Secretary-Treasurer prior to registration of the document(s). An issuance fee will apply.

2. CERTIFICATE APPLICATION FEE

That a certificate application fee be paid to the City Corporation for **each** document presented to the Secretary-Treasurer for certification, at the rate applicable at the time of issuance. (2026 fee is \$245 per document)

3. REFERENCE PLAN/SURVEY PLAN/LEGAL DESCRIPTION

That the applicant provides the Secretary-Treasurer with **THREE (3)** full size white prints, **ONE (1)** 11 X 14 copies and **ONE (1)** digital copy of a deposited plan of reference prepared by an Ontario Land surveyor registered in the Province of Ontario and bearing the seal of the Land Registrar depicting the entire land which conforms substantially with the application as submitted. At least one copy of a plan of reference must indicate any easement/right-of-way and the locations and dimensions of all buildings and structures on the subject property and their distance to property lines.

4. PIN ABSTRACT and PIN MAP

That a copy of the current pin abstract accompanies the “electronic registration in preparation documents.”

5. RECEIPTED ELECTRONIC TRANSFER

That the Solicitor for the Owner give a written undertaking to provide to the Secretary-Treasurer within 30 days of registration in the Land Registry/Land Titles Office & prior to the issuance of any Building Permits, a copy of the Received Electronic Transfer document including the Form 2 for Consent. **Carried.”**

Final date for appeal is **APRIL 21, 2026**. Procedures for an appeal are set out on the last page of this decision.

WARNING:

THIS provisional approval does not become effective until the above conditions have been satisfied **within two years of the date of the giving of the Notice of Decision, failing which this application shall thereupon be deemed to be refused. Section 53(4), The Planning Act R.S.O., 1990.**

1990, as amended

OTHER BUSINESS

DATE OF NEXT HEARING – April 13th , 2026

ADJOURNMENT

Seeing no further business, the Chair called for a motion to adjourn.

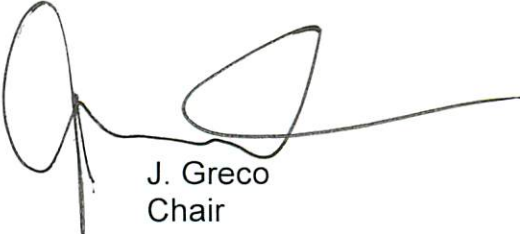
Moved by Greco (W), seconded by McGregor,

“RESOLVED THAT this meeting adjourn at 2:27 p.m.,

Carried.”

Michelle Kelly

Michelle Kelly, ACST
Secretary-Treasurer



J. Greco
Chair