

Staff Report



Development Services Department

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REPORT TO: Committee of Adjustment

DATE OF MEETING: June 17, 2025

SUBMITTED BY: Tina Malone-Wright, Manager, Development Approvals
519-783-8913

PREPARED BY: Arwa Alzoor, Planner, 519-783-8903

WARD(S) INVOLVED: Ward 10

DATE OF REPORT: May 26, 2025

REPORT NO.: DSD-2025-285

SUBJECT: Minor Variance Application A2025-060 - 181 Borden Avenue North (Proposed Severed Parcel)
Minor Variance Application A2025-061 - 181 Borden Avenue North (Proposed Retained Parcel)
Consent Application B2025-019 - 181 Borden Avenue North (Proposed New Lot)
Consent Application B2025-020 - 181 Borden Avenue North (Proposed Easement)

RECOMMENDATION:

A. Minor Variance Application A2025-060 (Proposed Severed Parcel)

That Minor Variance Application A2025- 060 for 181 Borden Avenue North requesting relief from the following Sections of Zoning By-law 2019-051:

- i) Section 4.14.2 b) to permit a balcony with columns supported by the ground to project 1.5 metres into the front yard where balconies supported by the ground are not permitted to project; and
- ii) Section 5.3.3 vi) to permit a driveway width of 8.7 metres instead of the maximum permitted 8 metres;

to permit the redevelopment of the severed parcel proposed to be created through Consent Application B2025-019, generally in accordance with drawings prepared by Polocorp, dated May 13, 2025, BE APPROVED.

B. Minor Variance Application A2025-061 (Proposed Retained Parcel)

That Minor Variance Application A2025- 061 for 181 Borden Avenue North requesting relief from the following Sections of Zoning By-law 2019-051:

*** This information is available in accessible formats upon request. ***
Please call 519-741-2345 or TTY 1-866-969-9994 for assistance.

- iii) Section 4.14.2 b) to permit a balcony with columns supported by the ground to project 1.5 metres into the front yard where balconies supported by the ground are not permitted to project; and
- iv) Section 5.3.3 vi) to permit a driveway width of 8.7 metres instead of the maximum permitted 8 metres;

to permit the redevelopment of the retained parcel proposed to be created through Consent Application B2025-019, generally in accordance with drawings prepared by Polocorp, dated May 13, 2025, BE APPROVED.

C. Consent Application B2025-019 (Proposed Severed Parcel and Easement)

That Consent Application B2025-019 requesting consent to sever a parcel of land having a lot width of 10.2 metres, a lot depth of 30.5, metres and a lot area of 310.7 square metres, including an easement with a width of 1.9 to 3.0 metres, depth of 30.5 metres, and area of 65.1 square metres BE APPROVED subject to the following conditions:

1. That Minor Variance Application A2025-060 and A2025-061 receive final approval.
2. That Consent application B2025-020 receive final approval.
3. That the Owner's solicitor shall provide draft transfer documents and associated fees for the Certificate of Official to the satisfaction of the Secretary-Treasurer and City Solicitor, if required.
4. That the Transfer Easement document(s) required to create the Easement(s) being approved herein shall include the following, and shall be approved by the City Solicitor in consultation with the City's Manager, Development Applications:
 - a) a clear and specific description of the purpose of the Easement(s) and of the rights and privileges being granted therein (including detailed terms and/or conditions of any required maintenance, liability and/or cost sharing provisions related thereto); and
 - b) a clause/statement/wording confirming that the Easement(s) being granted shall be maintained and registered on title in perpetuity and shall not be amended, released or otherwise dealt with without the express written consent of the City.
5. That a satisfactory Solicitor's Undertaking to register the approved Transfer Easement(s) and to immediately thereafter provide copies thereof to the City Solicitor be provided to the City Solicitor.
6. That the Owner shall obtain a tax certificate from the City of Kitchener to verify that there are no outstanding taxes on the subject property(ies) to the satisfaction of the City's Revenue Division.

- 7. That the owner provides a digital file of the deposited reference plan(s) prepared by an Ontario Land Surveyor in PDF and either .dwg (AutoCad) or .dgn (Microstation) format, as well as two full size paper copies of the plan(s). The digital file needs to be submitted according to the City of Kitchener's Digital Submission Standards to the satisfaction of the City's Mapping Technologist.**
- 8. That the Owner obtains Demolition Control Approval, in accordance with the City's Demolition Control By-law, to the satisfaction of the City's Director, Development and Housing Approvals.**
- 9. That the Owner obtains a Demolition Permit for the existing single detached dwelling proposed to be demolished, to the satisfaction of the Chief Building Official, and removes the existing dwelling prior to deed endorsement.**
- 10. That the Owner pay to the City of Kitchener a cash-in-lieu contribution for park dedication of \$11,862.00.**
- 11. That the Owner shall prepare a Tree Preservation and Enhancement Plan, in accordance with the City's Tree Management Policy, to the satisfaction of the City's Manager, Site Plans, for the Severed and Retained lands. Such plans shall include, among other matters, the identification of a proposed building envelope/work zone, a landscaped area and the vegetation to be preserved, including permission letters from contiguous landowners whose trees will be potentially impacted by the development. If necessary, the Plan shall include required mitigation and or compensation measures.**
- 12. That the Owner shall enter into an agreement with the City of Kitchener, to be prepared by the City Solicitor and registered on title to the Severed and Retained lands, which shall include the following:**
 - a) That the Owner shall prepare a Tree Preservation and Enhancement Plan, in accordance with the City's Tree Management Policy, demonstrating protection and preservation of the City-owned tree that is located adjacent to the severed and/or retained lands, to the satisfaction of and approval by the City's Director Parks and Cemeteries. Said plan shall reflect the Plan approved by the Manager, Site Plans including, among other matters, the identification of a proposed building envelope/work zone, a landscaped area and the vegetation to be preserved. No changes to the said plan shall be granted except with the prior approval of the City's Director, Parks and Cemeteries and Manager, Site Plans.**
 - b) The Owner shall implement the Tree Protection and Enhancement Plan, prior to any tree removal, grading, servicing or the issuance of any demolition and/or building permits, to the satisfaction of the City's Director, Parks and Cemeteries and Manager, Site Plans.**
 - c) The Owner shall maintain the Severed and Retained lands, in accordance with the approved Tree Preservation and Enhancement Plan, for the life of**

the development.

- d) The side yard currently accommodates overland stormwater flows from the rear yard. A sidewalk is required to the rear yard in accordance with the Zoning By-law. The final grading of this property shall not adversely affect the drainage of adjacent properties or the overall grading control plan. The Owner is responsible to address storm water drainage at the Building Permit stage.

13. That the Owner provides a servicing plan showing outlets to the municipal servicing system to the satisfaction of the Director of Engineering Services.

14. That the Owner submit a Development Asset Drawing (digital AutoCAD) for the site (servicing, SWM etc.) with corresponding layer names and asset information to the satisfaction of the City's Director of Engineering Services, prior to deed endorsement.

15. That the Owner makes financial arrangements for the installation of any new service connections to the severed and/or retained lands to the satisfaction of the City's Director of Engineering Services.

16. That any new driveways are to be built to City of Kitchener standards at the Owner's expense prior to occupancy of the building to the satisfaction of the City's Director of Engineering Services.

17. That the Owner provides confirmation that the basement elevation can be drained by gravity to the street sewers to the satisfaction of the City's Director of Engineering Services. If this is not the case, then the owner will need to pump the sewage via a pump and forcemain to the property line and have a gravity sewer from the property line to the street to the satisfaction of the City's Director of Engineering Services.

18. The Owner shall implement a suitable design solution for a sump pump outlet to the satisfaction of the Director of Engineering.

D. Consent Application B2025-020 (Proposed Easement)

That Consent Application B2025-020 requesting an easement having a width of 1.9 to 3 metres, a depth of 30.4 metres, and area of 65.1 square metres BE APPROVED subject to the following conditions:

1. That Minor Variance Applications A2025-060 and A2025-061 receive final approval.
2. That Consent Application B2025-019 receive final approval.
3. That the Owner's solicitor shall provide draft transfer documents and associated fees for the Certificate of Official to the satisfaction of the Secretary-Treasurer and City Solicitor, if required.

4. That the Owner shall obtain a tax certificate from the City of Kitchener to verify that there are no outstanding taxes on the subject property(ies) to the satisfaction of the City's Revenue Division.
5. That the owner provides a digital file of the deposited reference plan(s) prepared by an Ontario Land Surveyor in PDF and either .dwg (AutoCad) or .dgn (Microstation) format, as well as two full size paper copies of the plan(s). The digital file needs to be submitted according to the City of Kitchener's Digital Submission Standards to the satisfaction of the City's Mapping Technologist.
6. That the Transfer Easement document(s) required to create the Easement(s) being approved herein shall include the following, and shall be approved by the City Solicitor in consultation with the City's Manager, Development Applications:
 - a) a clear and specific description of the purpose of the Easement(s) and of the rights and privileges being granted therein (including detailed terms and/or conditions of any required maintenance, liability and/or cost sharing provisions related thereto); and
 - b) a clause/statement/wording confirming that the Easement(s) being granted shall be maintained and registered on title in perpetuity and shall not be amended, released or otherwise dealt with without the express written consent of the City.
7. That a satisfactory Solicitor's Undertaking to register the approved Transfer Easement(s) and to immediately thereafter provide copies thereof to the City Solicitor be provided to the City Solicitor.

REPORT HIGHLIGHTS:

- The purpose of this report is to review and make recommendations with respect to the two (2) Minor Variance Applications and two (2) Consent Applications to facilitate the demolition of the existing dwelling at 181 Borden Avenue North and the creation of a two lots for 2 dwellings having 4 dwelling units each and access easements.
- The key finding of this report is that staff recommends that the applications be approved.
- There are no financial implications.
- Community engagement included a notice sign being placed on the property advising that a Committee of Adjustment application has been received, notice of the application was mailed to all property owners within 30 metres of the subject property and this report was posted to the City's website with the agenda in advance of the Committee of Adjustment meeting.
- This report supports the delivery of core services.

BACKGROUND:

The subject property is located in the Auditorium neighbourhood area, North of Ottawa Street North and East of Weber Street East.

The subject property is identified as ‘Community Areas’ on Map 2 – Urban Structure and is designated ‘Low Rise Residential’ on Map 3 – Land Use in the City’s 2014 Official Plan.

The subject property is zoned ‘Low Rise Residential Four Zone (RES-4)’ in Zoning By-law 2019-051.

The purpose of the application is to create a new parcel and implement an easement on both the retained and severed parcels for a shared access driveway. Minor variances are required for both the retained and severed parcels, which address the shared driveway in the rear yard and the front projecting balcony. These applications facilitate the redevelopment of the subject property with two Single Detached Dwellings with three Additional Dwelling Units attached in the form of a fourplex on each of the retained and severed parcels. A consolidated access is proposed with parking spaces located in the rear of the retained and severed parcels.

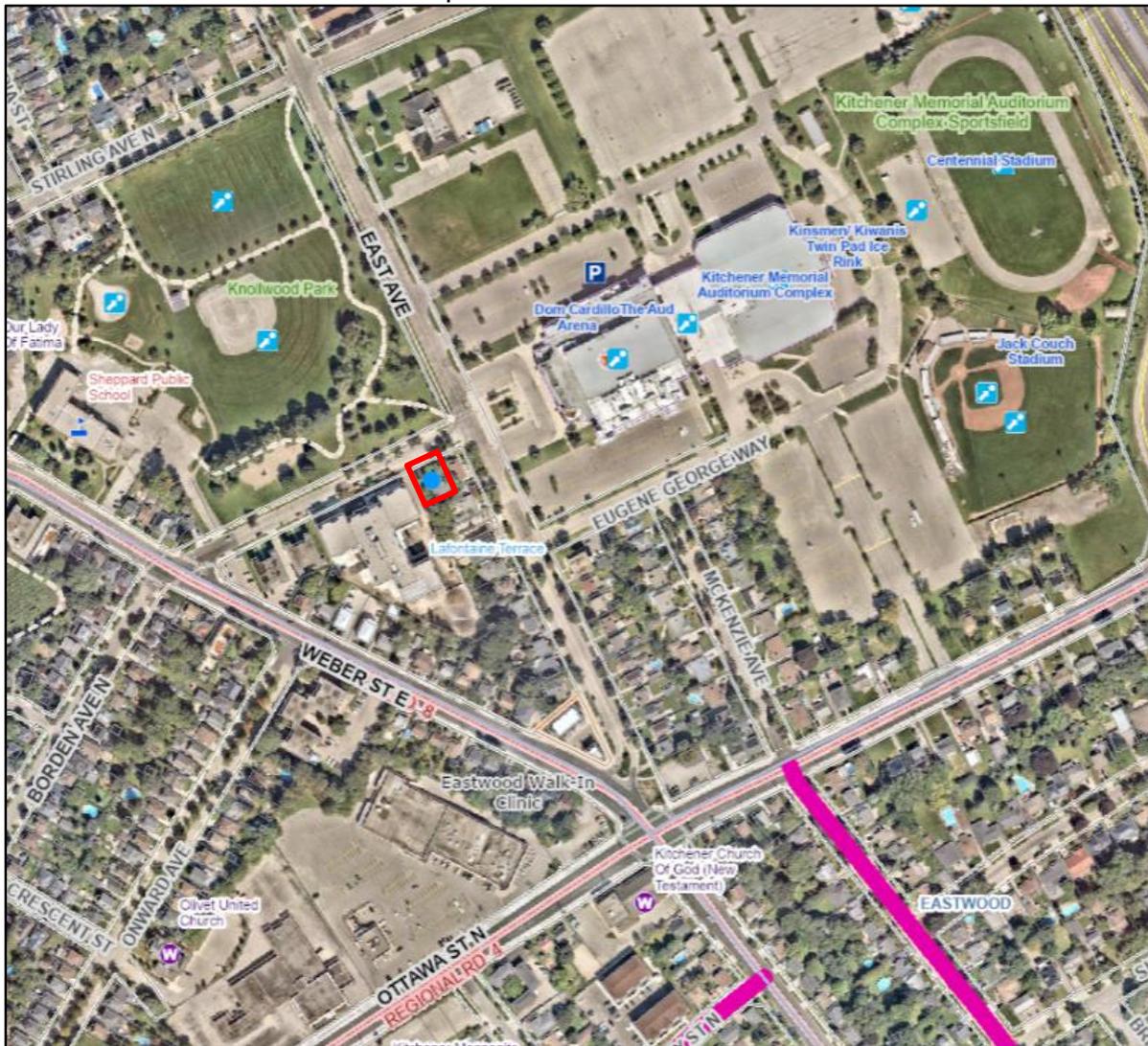


Figure 1: Location Map

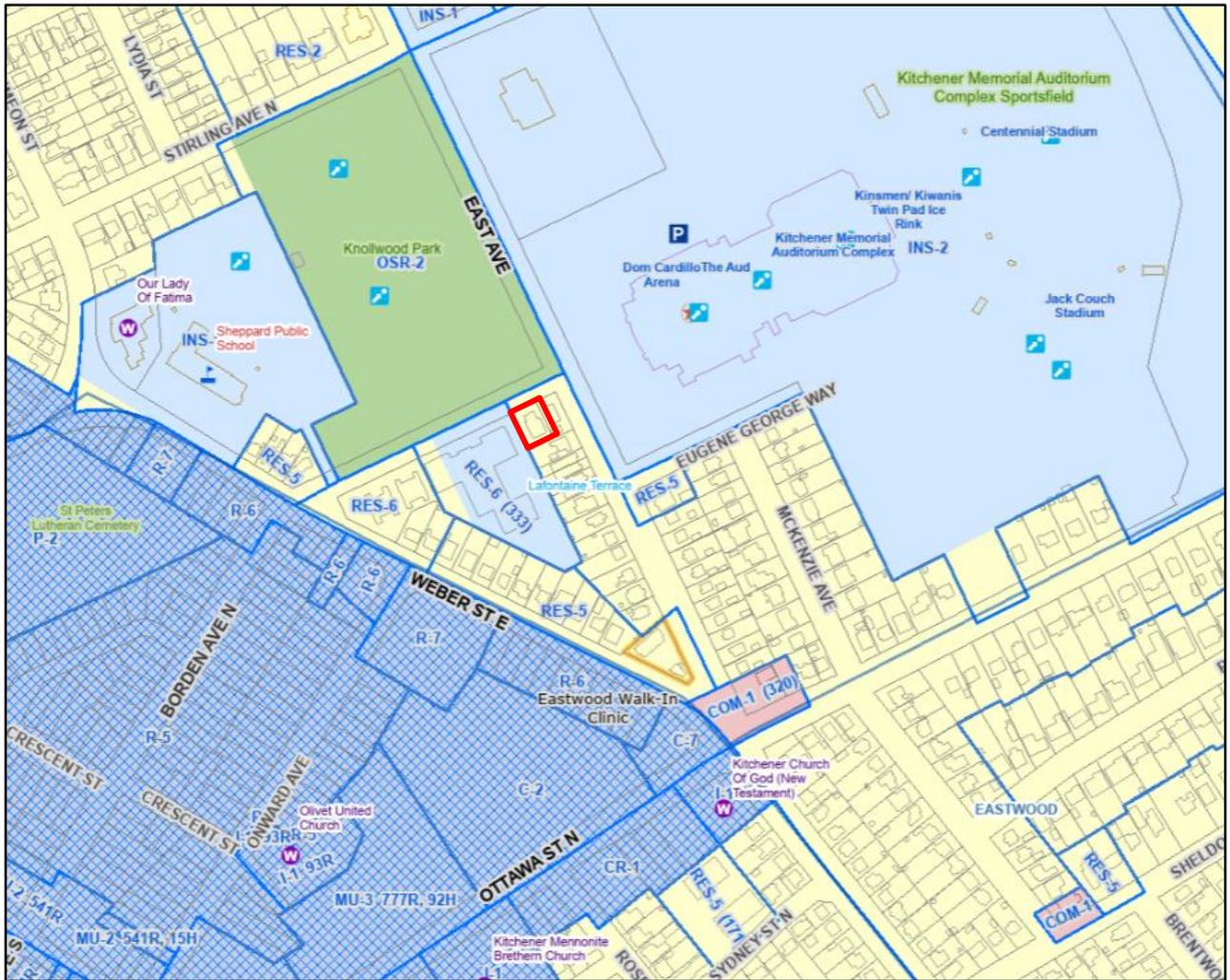


Figure 2: Zoning Map

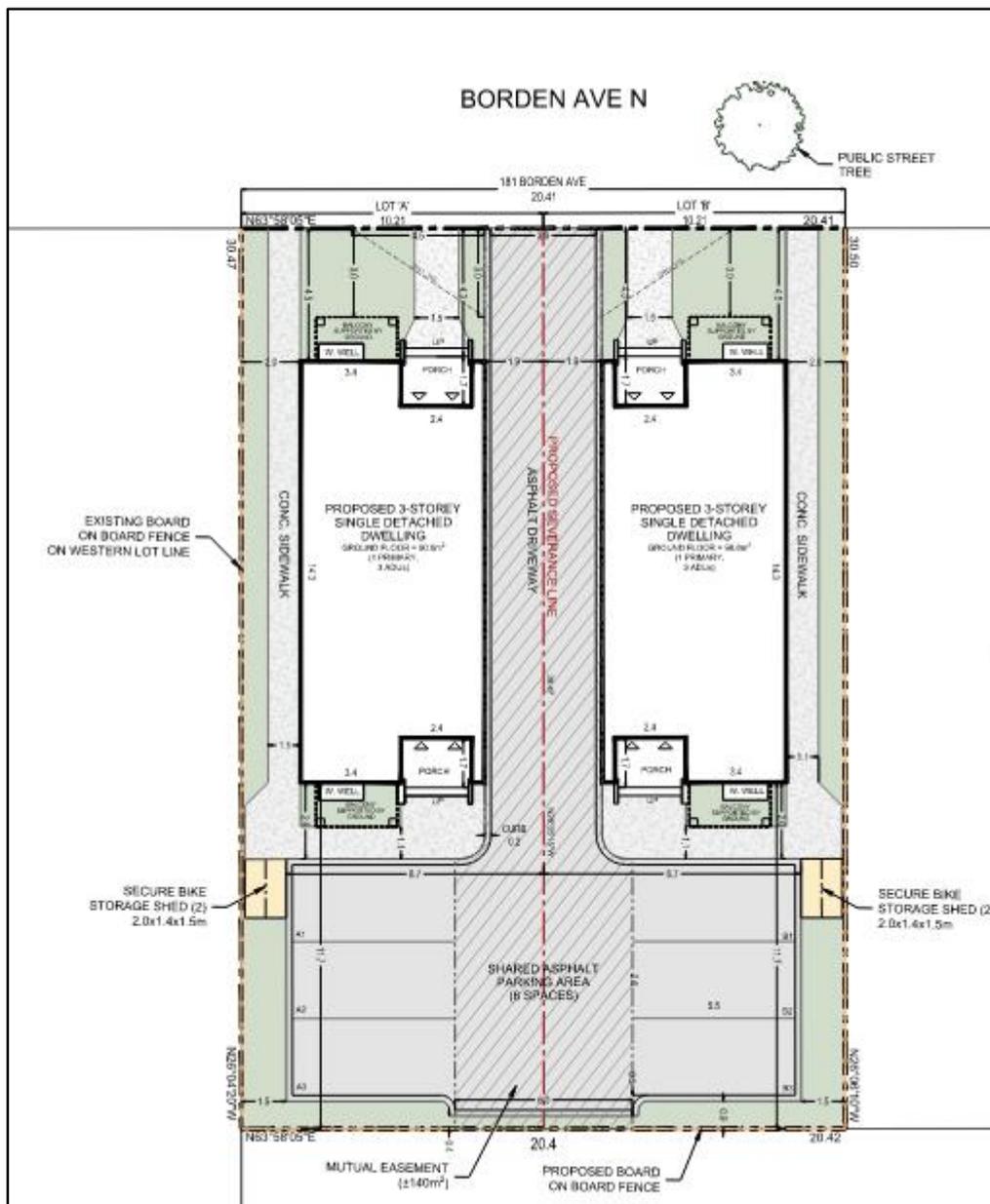


Figure 3: The proposed site plan

Planning staff have visited the site on May 30, 2025



Figure 4: Front image of the property with the existing house

REPORT:

Planning Comments Minor Variance Applications A2025-060 and A2025-061:

In considering the four tests for the minor variances as outlined in Section 45(1) of the Planning Act, R.S.O, 1990 Chap. P 13, as amended, Planning staff offers the following comments:

General Intent of the Official Plan

The subject property is designated 'Low Rise Residential' in the Official Plan. Section 15.D.3 of the Official Plan provides policy direction on lands under residential designations.

Policy 15.D.3.3 provides urban design principles regarding the integration of new development in low rise residential areas:

- a) *compatibility of building form with respect to massing, scale, design;*
- b) *the relationship of housing to adjacent buildings, streets and exterior areas;*
- c) *adequate and appropriate parking areas are provided on site; and,*
- d) *adequate and appropriate amenity areas and landscaped areas are provided on site.*

Policy 15.D.3.4 provides additional direction for new residential buildings in predominately low density neighbourhoods, such as the one surrounding the subject property.

“All new residential buildings, additions and/or modifications to existing residential buildings and conversions in predominantly low density neighbourhoods should be compatible with and respect the massing, scale, design and physical character of the established neighbourhood and have both appropriate landscaped areas and parking areas provided on site.”

The proposal is to demolish the existing single detached dwelling and construct 2 new single detached dwellings, each with three (3) Additional Dwelling Units (ADUs) (Attached). The proposed dwelling complies with the minimum lot size and setback of the zoning. The surrounding area features a mix of lot sizes and dwelling types, including single detached, semi-detached, and multiple residential dwellings. The proposed front balcony and rear driveway/ parking lot are compatible with the neighbourhood scale and design; therefore, the requested variances meet the intent of the Official Plan.

General Intent of the Zoning By-law

The subject property is zoned 'RES-4 Zone' in Zoning By-law 2019-051.

The intent of prohibiting balconies that project into required yards from being supported by the ground is to maintain open and unobstructed yards, ensure adequate sightlines and separation between buildings and public spaces, and reduce the perception of bulk in the required yard, especially at the front yard in this case.

The proposed 1.5 metre front balcony projection supported by columns maintains the openness of the front yard while providing a functional outdoor amenity space that is compatible with the residential character of the neighbourhood, as the abutting mid-rise building has front balconies as per Figure 5. The structure is modest in scale and design, with columns that do not create a negative impact and do not create a significant massing effect as per the elevation drawing in Figure 6.



Figure 5: Street view of the abutting multiple Dwelling building

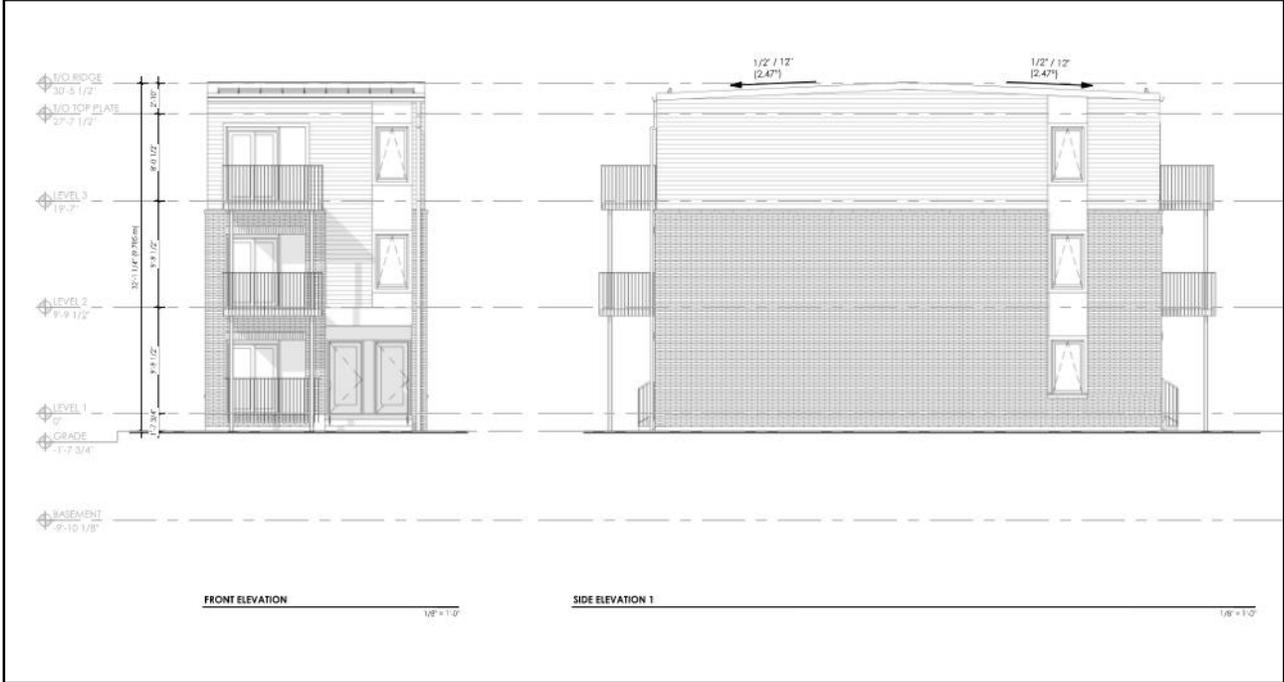


Figure 6: The proposed elevations showing the projected balconies

Staff is of the opinion that the variance meets the general intent of the Zoning By-law while allowing for enhanced usability of the front façade.

Limiting the driveway width in the rear yard to 8 metres is intended to preserve landscaping and amenity space, while minimizing the extent of impermeable surfaces, which helps manage stormwater, snow storage and green amenity space on-site.

In this case, the proposed driveway exceeds the 8.0-metre limit to accommodate the required parking spaces. However, the property continues to meet the rear yard landscaping requirements of 30%, including a porch that leads to the rear dwelling and rear balconies on the second and third floor. These landscaped areas provide sufficient space for outdoor use and stormwater infiltration.

Additionally, the wider driveway is located at the rear of the property which is not visible from the street, thereby avoiding any negative impact on the streetscape or neighbourhood character.

Is/Are the Effects of the Variance(s) Minor?

The front balconies only project 1.5 metres in less than 50% of the front façade width. The balconies are supported with small columns that do not create a major massing at the front of the building.

The driveway in the rear yard widens to 8.7 metres, which is only 0.7 metres wider than the requirement, and it is shared with the abutting lot through the proposed easement. Given this configuration, the impact of the increased driveway width is minimal, especially as it is located at the rear and not visible from the street.

Based on the above, the requested variances are considered minor, with no significant negative impacts

Is/Are the Variance(s) Desirable For The Appropriate Development or Use of the Land, Building and/or Structure?

The proposed variances represent a form of gentle intensification that is generally supported by planning staff. The front balcony provides additional amenity space for the proposed dwelling units. The consolidated driveway is a desirable solution to enable parking at the rear of the properties. This arrangement decreases the paved area in the front yard of the retained and severed lots, while having the parking areas screened from public view. The variances facilitate the desirable redevelopment of the subject property.

Planning Comments Consent Application B20225-019 and B2025-020:

In considering all the relevant Provincial legislation, Regional and City policies and regulations, Planning staff offer the following comments:

Provincial Planning Statement (PPS 2024)

Staff are satisfied that the proposed severance application is consistent with the Provincial Planning Statement in general and as it relates to housing policies in Chapter 2 regarding intensification and facilitating housing options. The creation of a new parcel contributes to gentle intensification, with the total of six Additional Dwelling Units adding further housing

options to the area. Section 2.2 1 (b) of the PPS 2024 states that Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by permitting and facilitating all housing options required to meet the social, health, economic and well-being requirements of current and future residents, can remain achievable. The proposed consent application will contribute towards housing needs and is therefore consistent with this policy direction.

Regional Official Plan (ROP):

ROP Urban Area policies state that the focus of the Region's future growth shall be within the Urban Area. The subject property falls within the 'Urban Area' and is designated 'Built-Up Area' in the ROP. Regional policies require municipalities to plan for a range of housing in terms of form, tenure, density, and affordability to satisfy the various physical, social, economic, and personal support needs of current and future residents within these designations. The neighbourhood provides for the physical and community infrastructure required for residential development, including transportation networks, municipal water and wastewater systems, and a broad range of social and public health services, conforming with Policy 2.D.1 of the ROP. Staff are satisfied that the proposed severance applications adhere to these policies and conform to the ROP.

City's Official Plan (2014)

The subject property is identified as 'Community Areas' on Map 2 – Urban Structure and is designated 'Low Rise Residential' on Map 3 – Land Use in the City's 2014 Official Plan.

Section 17.E.20.5 of the Official Plan implements Section 51 of the Planning Act and contains policies regarding infill development and lot creation (Consent Policies). These policies state the following:

"17.E.20.5 Applications for consent to create new lots will only be granted where:

- a) the lots comply with the policies of this Plan, any Community Plan and/or Secondary Plan, and that the lots are in conformity with the Zoning By-law, or a minor variance has been granted to correct any deficiencies;
- b) the lots reflect the general scale and character of the established development pattern of surrounding lands by taking into consideration lot frontages, areas, and configurations;
- c) all of the criteria for plan of subdivision are given due consideration;
- d) the lot will have frontage on a public street;
- e) municipal water services are available;
- f) municipal sanitary services are available except in accordance with Policy 14.C.1.19;

- g) a Plan of Subdivision or Condominium has been deemed not to be necessary for proper and orderly development; and,
- h) the lot(s) will not restrict the ultimate development of adjacent properties.”

The proposed consent conforms with the above-noted policy. The retained and severed lots meet the requirements of the Zoning By-law.

In satisfying 17.E.20.5.b), a mix of lot fabrics are found in the area. The existing lot is generally larger than those observed in the area, and the proposed lots are generally reflective of the lotting pattern of the area, particularly the narrower properties along East Avenue.

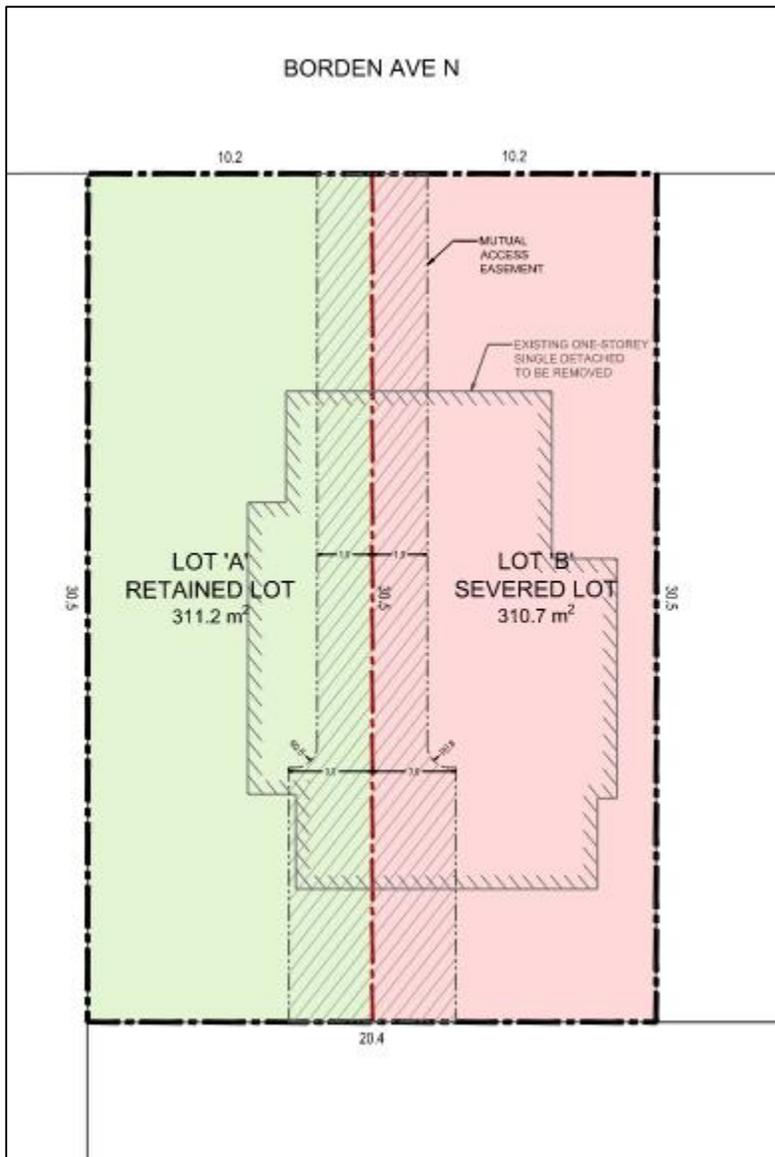


Figure 7: Proposed lot Fabrics

Zoning By-law 2019-051

The subject property is zoned as 'RES-4' in Zoning By-law 2019-051.

This review of the Zoning By-law confirms that the requested variances are required to facilitate the proposed development. The variance to permit balconies projecting into the front yard to be supported by the ground is necessary to accommodate a front balcony feature that adds additional amenity to the proposed units, while maintaining the intent of the Zoning By-law to preserve an open front yard.

In addition, the variance to permit a maximum driveway width of 8.7 metres in the rear yard is required to accommodate a shared driveway between the two properties, and the driveway accommodates rear yard parking spaces. The increased width is considered appropriate and meets the intent of the Zoning By-law in providing functional access while avoiding over-paving of the site.

The table below outlines the 'RES-4' zone requirements and conformity of the retained and severed parcels:

Zone Provision	Retained Lot			Severed Lot		
	Requirement	Provided	Conformity	Requirement	Provided	Conformity
Minimum Lot Area	235 m ²	311.2 m ²	Y	235 m ²	310.7 m ²	Y
Minimum Lot Width	9.0 m	10.2 m	Y	9.0 m	10.2 m	Y
Minimum Front Yard	4.5 m	4.5 m	N	4.5 m	4.5 m	Y
Minimum Rear Yard	7.5 m	11.7 m	Y	7.5 m	11.7 m	Y
Minimum Interior Side Yard	1.2 m	2.0 & 1.9 m	Y	1.2 m	2.0 & 1.9 m	Y
Minimum Exterior Side Yard	4.5 m	N/A	N/A	4.5 m	N/A	N/A
Maximum Lot Coverage	55%	< 55%	Y	55%	< 55%	Y
Minimum Driveway Width	2.6 m	3.8 m	N	2.6 m	3.8 m	Y
Maximum Driveway Width	8 m	8.7 m	N	8 m	8.7 m	N

Easement

Applications B2025-019 and B2025-020 also include the creation of an easement. This is a reciprocal easement providing each lot with access rights over the area of the shared

driveway. This is necessary as half the width of the driveway is on each property, and a car cannot traverse the driveway without being on the other lot.

Planning Conclusions/Comments:

With respect to the criteria for the subdivision of land listed in Section 51(24) of the Planning Act, R.S.O. 1990, c.P.13, staff is satisfied that the creation of the severed lots and the creation of the easement to facilitate the shared driveway are desirable and appropriate.

Environmental Planning Comments:

Staff have reviewed the Tree Preservation / Enhancement Plan (TPEP) by Aaron Hill submitted in support of the above-noted applications. Please note that no permission letters from contiguous landowners whose trees will be potentially impacted were included with the submission.

A review of the submission has found the following:

- No tree species at risk are identified on/adjacent to the property.
- Trees, both native and non-native, of various condition, will be removed from the property.
- 4 trees on adjacent properties will be potentially impacted.
- Permissions from adjacent landowners must be submitted as part of the TP/EP ultimately approved for the 4 trees to be impacted. This will be required prior to deed endorsement.
- Standard condition to enter into an agreement registered on title for mitigation measures (protective fencing, other as appropriate), or other e.g. compensation planting, as appropriate.

Heritage Planning Comments:

No concerns.

Building Division Comments:

A 2025-060 and A 2025-061:

The Building Division has no objections to the proposed variance provided a building permits for the residential building is obtained prior to construction. Please contact the Building Division at building@kitchener.ca with any questions.

B 2025-019:

The Building Division has no objections to the proposed consent. Region of Waterloo and Area Municipalities' Design Guidelines and Supplemental Specifications for Municipal Services (DGSSMS) allows only one service per lot. Separate building permit(s) will be required for the demolition of the existing building, as well as the construction of the new residential buildings.

B 2025-020:

The Building Division has no objections to the proposed consent.

Engineering Division Comments:

A 2025-060, A 2025-061 and B2025-020:

No concerns

B2025-019:

- Severance of any blocks within the subject lands will require separate, individual service connections for sanitary, storm, and water, in accordance with City policies.
- The owner is required to make satisfactory financial arrangements with the Engineering Division for the installation of new service connections that may be required to service this property, all prior to severance approval. Our records indicate sanitary and water municipal services are currently available to service this property.
- Any new driveways are to be built to City of Kitchener standards. All works are at the owner's expense and all work needs to be completed prior to occupancy of the building.
- A servicing plan showing outlets to the municipal servicing system will be required to the satisfaction of the Engineering Division prior to severance approval.
- A Development Asset Drawing (digital AutoCAD) is required for the new site infrastructure with corresponding layer names and asset information to the satisfaction of the Engineering Division prior to severance approval.
- The owner must ensure that the basement elevation of the building can be drained by gravity to the municipal sanitary sewer. If basement finished floor elevations do not allow for gravity drainage to the existing municipal sanitary system, the owner will have to pump the sewage to achieve gravity drainage from the property line to the municipal sanitary sewer in the right of way.
- The Owner shall implement a suitable design solution for a sump pump outlet to the satisfaction of the Director of Engineering.
- The side yard currently accommodates overland stormwater flows from the rear yard. A sidewalk is required to the rear yard in accordance with the Zoning By-law. The final grading of this property shall not adversely affect the drainage of adjacent properties or the overall grading control plan. The Owner is responsible to address storm water drainage at the Building Permit stage.

Parks/Operations Division Comments:

2025-061 – 181 Borden Avenue North (Retained), B2025-019 – 181 Borden Avenue North and B2025-020 – 181 Borden Avenue North

No concerns

A2025-060 – 181 Borden Avenue North (Severed):

Cash-in-lieu of park land dedication will be required on the severed parcel as 1 new development lot will be created. The cash-in-lieu dedication required is **\$11,862.00**. Park Dedication is calculated at 5% of the new development lot only, with a land valuation calculated by the lineal frontage of 10.2 metres at a land value of \$36,080.00 per frontage metre, which equals \$18,400.80. In this case, a per unit cap of \$11,862.00 has been applied.

There is an existing City-owned street tree located on Second Avenue that should be protected in place throughout all construction. It is expected that all City owned tree assets will be fully protected to City standards throughout demolition and construction as per Chapter 690 of the current Property Maintenance By-law. Protection and Enhancement

Plans to Forestry's satisfaction will be required outlining complete protection of City assets prior to any demolition or building permits being issued.

Transportation Planning Comments:

No concerns

Region of Waterloo Comments:

No comments provided.

Grand River Conservation Authority Comments:

GRCA has no objection to the approval of the above applications. The subject properties do not contain any natural hazards such as watercourses, floodplains, shorelines, wetlands, or valley slopes. The properties are not subject to Ontario Regulation 41/24 and, therefore, a permission from GRCA is not required

STRATEGIC PLAN ALIGNMENT:

This report supports the delivery of core services.

FINANCIAL IMPLICATIONS:

Capital Budget – The recommendation has no impact on the Capital Budget.

Operating Budget – The recommendation has no impact on the Operating Budget.

COMMUNITY ENGAGEMENT:

INFORM – This report has been posted to the City's website with the agenda in advance of the Committee of Adjustment meeting. A notice sign was placed on the property advising that a Committee of Adjustment application has been received. The sign advises interested parties to find additional information on the City's website or by emailing the Planning Division. A notice of the application was mailed to all property owners within 30 metres of the subject property.

PREVIOUS REPORTS/AUTHORITIES:

- *Planning Act*
- *Provincial Planning Statement (PPS 2024)*
- *Regional Official Plan (ROP)*
- *Official Plan (2014)*
- *Zoning By-law 2019-051*

ATTACHMENTS:

Attachment A – Consent Drawing

Attachment B – Concept plan