

**REPORT TO:** Committee of Adjustment

**DATE OF MEETING:** July 15, 2025

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

**PREPARED BY:** Eric Schneider, Senior Planner, 519-783-8918

**WARD(S) INVOLVED:** Ward 5

**DATE OF REPORT:** July 2, 2025

**REPORT NO.:** DSD-2025-308

**SUBJECT:** Minor Variance Application A2025-063 – 55 Shoemaker Street

---

## RECOMMENDATION:

That Minor Variance Application A2025-063 for 55 Shoemaker Street requesting relief from Section 5.6 a), Table 5-5, of Zoning By-law 2019-051 to permit a parking requirement of 44 parking spaces (1 parking space per 66 square metres of GFA) for a multi-unit building, with a maximum of 800 square metres to be used as a 'Fitness Centre', instead of the minimum required 81 parking spaces (1 parking space per 35 square metres of GFA), to recognize the existing parking provision for the existing building, in accordance with Site Plan Application SPB25/027/S, BE APPROVED.

## REPORT HIGHLIGHTS:

- The purpose of this report is to review a Minor Variance Application to recognize the existing parking provision for the existing building to allow for units to be occupied with various permitted uses.
- The key finding of this report is that the requested variance meets the 4 tests of the Planning Act.
- 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 on the south side of Shoemaker Street and is within the City's Trillium Industrial Park.



**Figure 1: Location Map**

The subject property is identified as 'Industrial Employment Area' on Map 2 – Urban Structure and is designated 'Business Park Employment' on Map 3 – Land Use in the City's 2014 Official Plan.

The property is zoned 'Service Business Park Employment Zone (EMP-4)' in Zoning By-law 2019-051.

There are no physical changes to the existing building and site. The purpose of the application is to facilitate the tenancy of vacant units within the existing building with various permitted uses of the EMP-4 zone. The existing building contains 14 units with a variety of uses. The turnover of units and the aggregate calculation of the parking requirement based on different parking rates applied to each use results in a variable required parking rate for the site in total. The applicant is seeking relief from the multi-use parking rate to establish a parking requirement for the existing building and parking area.

The applicant has submitted Site Plan Application SPB25/027/S which is under review. Should the Minor Variance application be approved, Staff can finalize the Site Plan Application process (Stamp Plan B).



**Figure 2: View of Existing Building and Parking Area (June 27, 2025)**



**Figure 3: Site Plan Drawing (Urban Solutions Planning & Land Development)**

## **REPORT:**

### **Planning Comments:**

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 intent of the Business Park Employment land use designation is to protect and preserve industrial employment areas for current and future uses and to provide opportunities for a diversified economic base by maintaining a range and choice of suitable sites for industrial employment uses which support a wide range of economic activities and ancillary uses and take into account market trends and the needs of existing and future businesses. The requested variance meets the general intent of the Official Plan by allowing for the continued use of the site, building, and parking area by allowing a wide range of permitted uses to locate within the existing vacant units. In the opinion of Staff, the requested variance meets the general intent of the Official Plan.

#### General Intent of the Zoning By-law

The intent of the regulation that requires 1 parking space per 35 square metres of gross floor area for multi-unit buildings is to ensure that there is adequate storage for motor vehicles on site.

The applicant has submitted a Parking Study prepared by Paradigm Transportation Solutions Limited (attached as Attachment 2) that estimates the site's future parking demand and recommends measures to support the parking supply. A parking survey was completed to evaluate current demand, and industry standard ITE Parking generation data was analysed as part of the parking study. The study recommends limiting a Fitness Centre use of the building to 800 square metres, which has been included in this report's recommendation section. Transportation Services Staff have reviewed the study and find it satisfactory.

Staff are of the opinion that the current parking supply is sufficient to provide for adequate storage for motor vehicles on site, and therefore the requested variance meets the general intent of the Zoning By-law.

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

The site is expected to accommodate parking needs on site. Should parking demand exceed available supply, on-street parking is available on Shoemaker Street within a short walking distance. The effects of the requested variance are considered minor in the opinion of Planning Staff.

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

No physical changes are proposed to the existing building and parking area. The requested variance will facilitate the use of vacant units within the existing building and is considered appropriate for the use of the building and lands in the opinion of Planning Staff.



**Environmental Planning Comments:**

No natural heritage features/functions, or Tree Management Policy compliance issues on site. No site development proposed. No concerns.

**Heritage Planning Comments:**

No Heritage comments or concerns.

**Building Division Comments:**

The Building Division has no objections to the proposed variance.

**Engineering Division Comments:**

Engineering has no concerns.

**Parks and Cemeteries/Forestry Division Comments:**

No concerns, no requirements.

**Transportation Planning Comments:**

Transportation Services have no concerns with this application.

City Staff agree with the conclusions of the provided Parking Study, which indicates that the existing parking lot is expected to continue accommodating the parking demand generated by the site, even with the future uses proposed in Unit 14.

**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

- Official Plan (2014)
- Zoning By-law 2019-051

**ATTACHMENTS:**

Attachment A – Site Plan

Attachment B – Parking Study (Paradigm Transportation Solutions, May 22, 2025)