



## COMMITTEE OF ADJUSTMENT Planning Staff Report

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**Meeting date:** April 3, 2025  
**Department:** Building, By-law & Planning  
**Report No.:** BBP-2025-30  
**Submitted by:** Jake DeRidder, Senior Development Coordinator  
**Approved by:** Jake DeRidder, Senior Development Coordinator  
**SUBJECT:** 711 Woods Edge, Mount Brydges - Fee Waiver Request

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**RECOMMENDATION: THAT:** Committee receive report BBP-2025-30 for information, and further;

**THAT:** the Committee approve/deny the fee waiver request.

**BACKGROUND:**

On March 6<sup>th</sup>, 2025 the Committee of Adjustment denied a minor variance request for a property known as 711 Woods Edge in Mount Brydges. The minor variance was seeking relief for an interior side yard setback of 0.1 metres whereas 0.6m is required for a pre-existing bar structure that was constructed without a building permit and no side yard setback for a pre-existing uncovered deck.

The deck and bar structure were constructed by a previous owner of the property without seeking a building permit. Unfortunately the issues were not rectified before the sale of the property occurred and so the current owner is seeking to correct the issues.

Since the March 6<sup>th</sup>, 2025 Committee of Adjustment, staff have been working closely with the current owners on potential solutions to resolve the concerns of the Committee and neighbors. The owner has submitted a new minor variance application with adjustments made to relieve these concerns. Further information on that application will be brought forward to the Committee of Adjustment for consideration at a future meeting. Along with the application, the owner has submitted a fee waiver request for the application fee. A copy of the request is attached to this report.

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**COMMENTS:**

The fee for a minor variance is \$750, which the applicant is seeking full relief from.

The new application will require new notices to be prepared and sent out to surrounding neighbours. However, given that a previous application went through the entire minor variance process, the preparation of notices, reports and review of submission materials will be similar to the previous application, therefore reducing the amount of staff time needed to prepare such things.

The Strathroy-Caradoc Committee of Adjustment Refund Policy states that any request for waiver of an application fee shall be submitted to the Secretary-Treasurer and then brought forward to a future Committee meeting.

**FINANCIAL IMPLICATIONS:**

If the fee is waived and new application submitted, staff time is still required for preparing and distributing notices, preparing reports, and reviewing submission materials related to the new application. It is reasonable to assume that the required staff time will be less than the original application.

**ATTACHMENTS**

Request for Approval to Resubmit Minor Variance Application (A1-2025) (Report BBP-2025-15) – 711 Wood's Edge Road