

Committee of Adjustment

Meeting Minutes

Thursday, April 3, 2025

5:30 pm

Hybrid Meeting (Council Chamber and Virtual)
Strathroy-Caradoc Municipal Office
52 Frank Street, Strathroy, Ontario

Present: Member Jesse Terpstra, Chair
Councillor Frank Kennes, Vice Chair
Councillor Brian Derbyshire
Deputy Mayor Mike McGuire
Councillor Steve Pelkman
Member Dale Viaene
Member Randeep Kumar

Absent with Notice: Mayor Colin Grantham

Also Present: Jake DeRidder, Acting Secretary-Treasurer
Erin Besch, Planner, County of Middlesex
Melonie Carson, Deputy Clerk/Records Management
Coordinator (Recorder)
Saja Alasmar, Development Services Coordinator
Alyssa Soldo, Planner

1. Roll Call

All members were present.

2. Approval of Agenda

Moved By Councillor Pelkman

Seconded By Councillor Derbyshire

THAT: the April 3, 2025 Committee of Adjustment agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Reading and Correction or Approval of Minutes

4.1 Committee of Adjustment Meeting Minutes of March 6, 2025

Moved By Member Kumar

Seconded By Councillor Kennes

THAT: the Committee of Adjustment Meeting minutes of March 6, 2025 be approved as written.

Carried

5. Submissions for Consideration

5.1 Application for Minor Variance (A4-2025) - 227 Front Street East (Report: BBP-2025-28)

Owners: Jason & Alexandra Hastings

Request: To provide relief from Section 4.6(5)(b) of the Strathroy-Caradoc Zoning By-law to permit a secondary suite on the ground floor of an accessory building, whereas the Zoning By-law states that secondary suites when located in an accessory building shall not be permitted on the ground floor or below grade. The variance will facilitate the construction of a 62.24 m² (670 ft²) secondary suite located in an accessory building in the rear yard of the residential property.

Interested Parties Present: Jason & Alexandra Hastings, Mike & Nancy Morrish, Trish Hague

The following members of the public spoke: Jason Hastings, Mike Morrish, Trish Hague

The following Members of Council spoke: Councillor Steve Pelkman, Deputy Mayor McGuire, Councillor Brian Derbyshire

Alyssa Soldo, Planner, was present to speak to the report and answer questions from members.

Moved By Councillor Kennes

Seconded By Councillor Pelkman

THAT: Application for Minor Variance A4-2025 be approved.

Carried

5.2 Application for Minor Variance (A5-2025) – 598 Peter Street (Report: BBP-2025-29)

Owners: Joseph Meade & Natalie Meade

Request: To seek relief from Section 5.3(3) of the Zoning By-law to permit a minimum front yard setback of 4.7 m, whereas a minimum of 7 m is required. The applicant also seeks relief from Section 5.3(4) to permit a minimum side yard width of 1.2 m, whereas a minimum 2 m is required. Finally, the application seeks relief from Section 5.3(6) to permit a maximum lot coverage of 32.8%, whereas a maximum of 30% is permitted in the Low-Density Residential Zone for parcels on partial municipal services. These variances would permit the construction of a 179.67 m² (1,934 ft²) single detached dwelling on the property to replace the existing home.

Interested Parties Present: Joseph Meade & Natalie Meade

The following members of the public spoke: Joseph Meade

The following Members of Council spoke: Deputy Mayor McGuire

Alyssa Soldo, Planner, was present to speak to the report and answer questions from members.

Moved By Deputy Mayor McGuire

Seconded By Member Viaene

THAT: Application for Minor Variance A5-2025 be approved.

Carried

6. Enquiries by Members

None.

7. Other Business

7.1 Staffing Changes

Moved By Councillor Derbyshire

Seconded By Councillor Pelkman

THAT: Jake DeRidder be appointed as Secretary-Treasurer effective April 7, 2025, and further;

THAT: Saja Alasmar be appointed as Acting Secretary-Treasurer effective April 7, 2025.

Carried

7.2 711 Woods Edge, Mount Brydges - Fee Waiver Request - BBP-2025-30

Jake DeRidder, Senior Development Coordinator, was present to speak to the report and answer questions from members.

Moved By Councillor Pelkman

Seconded By Councillor Derbyshire

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

THAT: the Committee approve the fee waiver request.

Carried

7.3 Appeal - 8040 Irish Drive - B22-2024

Jake DeRidder, Senior Development Coordinator, was present to speak to the matter noting that the Committee approved it on the basis of there being an existing foundation there and the County of Middlesex has appealed it. Jake added that at some point in the future, it will come to County Council and they will decide whether to proceed with the appeal and will keep the Committee updated on the outcome.

8. Schedule of Meetings

- Thursday, May 1, 2025 @ 5:30 p.m.
- Thursday, June 5, 2025 @ 5:30 p.m.
- Thursday, July 3, 2025 @ 5:30 p.m.

9. Adjournment

Moved By Councillor Kennes

Seconded By Member Kumar

THAT: the April 3, 2025 Committee of Adjustment meeting adjourn at 6:09 p.m.

Carried

Chair

Secretary Treasurer