

# **Committee of Adjustment**

## **Meeting Minutes**

**Thursday, June 5, 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  
Deputy Mayor Mike McGuire  
Councillor Steve Pelkman  
Member Dale Viaene  
Member Randeep Kumar

**Absent with Notice:** Councillor Brian Derbyshire

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

### **1. Roll Call**

Saja Alasmar, Acting Secretary-Treasurer, confirmed committee attendance noting that Councillor Derbyshire and Member Kumar were absent.

Member Kumar joined the meeting at 6:03 p.m.

### **2. Approval of Agenda**

**Moved By** Councillor Kennes

**Seconded By** Member Viaene

**THAT:** the June 5, 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 May 1, 2025**

**Moved By** Councillor Pelkman

**Seconded By** Member Viaene

**THAT:** the Committee of Adjustment meeting minutes of May 1, 2025 be approved as written.

**Carried**

**5. Submissions for Consideration**

**5.1 Application for Consent (B6-2025) - 269 Burns Street, Strathroy (Report: BBP-2025-52)**

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

**Owner:** Stephen Kennedy

**Request:** to convey a portion of the subject lands (269 Burns Street) for the purposes of merging it with the adjacent lands, 251 Burns Street, through a consent for lot addition. The effect of the application would be to accommodate a proposed development on the adjacent property at 251 Burns Street.

**Interested Parties Present:** N/A

**The following members of the public spoke:** N/A

**The following Committee Members spoke:** N/A

**Moved By** Councillor Kennes

**Seconded By** Councillor Pelkman

**THAT:** Application for Consent B6-2025 by approved subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within two years of the date of the notice of the decision and the consent certificate fee be paid to the Municipality.
2. That any outstanding property taxes be paid in full.
3. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent B6-2025 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office.
4. That one copy of the reference plan be submitted to the satisfaction of the Municipality.
5. That the conveyed lands be merged in the same name and title as the adjacent lot, known municipally as 251 Burns Street, to the satisfaction of the Municipality; that subsection 50(3) or (5) of the Planning Act apply to any subsequent conveyances involving the enlarged parcel, and that any mortgages that may be required take into the account the parcel as enlarged.
6. That the location of the utility services (gas, hydro, telephone) be confirmed for the 'lands to be retained', to the satisfaction of the Municipality. If any of the services cross the adjusted lot boundary, they are to be relocated at the cost of the owner and then reconnected, to the satisfaction of the Municipality.
7. That the applicant's solicitor submits an Acknowledgement and Direction duly signed by the applicant.
8. That the applicant's solicitor submit an undertaking in a form satisfactory to the Secretary-Treasurer to register an electronic transfer of title consistent with the Acknowledgement and Direction and the decision of the Committee of Adjustment.
9. That the 'lands to be retained' decommission their private services and connect to Municipal water and sanitary services, to the satisfaction of the Municipality.

**Reasons:** Satisfies the requirements of the *Planning Act*; is consistent with the Provincial Policy Statement; and conforms to the Official Plans of both the Municipality and the County of Middlesex. The Committee considered all written and oral submissions received on this application, the effect of which helped the Committee make an informed decision.

**Carried**

**5.2 Application for Minor Variance (A8-2025) - 24 Front Street East  
(Report: BBP-2025-53)**

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

**Owner:** Derek Bezaire

**Request:** 1) To provide relief from Section 4.6(1)(b) of the Strathroy-Caradoc Zoning By-law to permit a dwelling unit on the main floor of a non-residential building, whereas dwelling units of a nonresidential building are not to be located in a basement, cellar or first storey;  
2) To provide relief from Section 10.4(3)(a) to permit a dwelling unit on the main floor, whereas dwelling units shall be located on a floor above the commercial use;  
3) To provide relief from Section 4.6(3)(b) to permit a dwelling unit minimum floor area of 15.8 m<sup>2</sup> (170 ft<sup>2</sup>), whereas the required minimum floor area of a dwelling unit is 40 m<sup>2</sup> (430.5 ft<sup>2</sup>); and,  
4) To provide relief from Section 4.23(1)(20m) to provide no additional parking on-site, whereas 1 parking space per dwelling unit is required. The variances will facilitate the construction of a 15.8 m<sup>2</sup> (170 ft<sup>2</sup>) dwelling unit on the ground floor of a commercial building, behind an existing commercial use in the same structure, with no parking space requirements.

**Interested Parties Present:** N/A

**The following members of the public spoke:** N/A

**The following Committee Members spoke:** Councillor Pelkman

**Moved By** Councillor Pelkman

**Seconded By** Councillor Kennes

**THAT:** Application for Minor Variance A8-2025 be approved.

**Reasons:** Satisfies the requirements of the *Planning Act*; is consistent with the Provincial Policy Statement; and conforms to the Official Plans of both the Municipality and the County of Middlesex. The Committee considered all written and oral submissions received on this application, the effect of which helped the Committee make an informed decision.

**Carried**

### **5.3 Application for Minor Variance (A10-2025) - 22164 Troops Road (Report: BBP-2025-54)**

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

**Owner:** Kiran Bains

**Request:** To provide relief from the following sections of the Strathroy-Caradoc Zoning By-law:

1. Section 4.2(1)(c) to permit an accessory building to be located 9.855 m (32.3 ft) into the front yard, whereas accessory buildings shall not be erected in the front yard.
2. Section 4.6(5)(b) to permit a secondary suite size of 73m<sup>2</sup> (785.8 ft<sup>2</sup>) or 79.3% of the gross floor area of the main dwelling, whereas secondary suites are permitted no greater than 40% of the gross floor area of the main dwelling.
3. Section 4.2(2) to permit a maximum accessory building lot coverage of 92.5%, whereas the Zoning By-law permits a maximum accessory building lot coverage not exceeding 80% of the ground floor area of the dwelling.
4. Section 4.2(5) to permit an accessory building with a height of 6m (19 ft 8.5 in), whereas accessory buildings are not to exceed 4.5 m in height or the height of the main building.

The variances will facilitate the construction of a detached garage with a 73m<sup>2</sup> secondary suite above, in the front yard of a rural residential property.

**Interested Parties Present:** Cornelius Enns & Kiran Bains

**The following members of the public spoke:** Cornelius Enns & Kiran Bains

**The following Committee Members spoke:** Deputy Mayor McGuire, Councillor Pelkman, Councillor Kennes

**Moved By** Councillor Pelkman

**Seconded By** Deputy Mayor McGuire

**THAT:** the Committee approve this application as it stands, given that the lot size is as big as it is, and the fact that there are no neighbours to the north that would be directly affected by the proposed building.

**Carried**

**5.4 Application for Minor Variance (A11-2025) – 711 Wood’s Edge Road, Mount Brydges (Report: BBP-2025-55)**

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

**Owner:** Christina Wilson & Jorden Pinch

**Request:** to seek relief from Section 4.2(3)(a) of the StrathroyCaradoc Zoning By-law to permit an accessory building with a minimum interior lot line setback of 0.1 metres (0.3 feet), whereas a minimum interior side lot line setback of 0.6 metres (2 feet) is required in the ‘Low Density Residential (R1)’ Zone. The minor variance request will recognize the existing structure on the property which was put in place by a previous owner.

**Interested Parties Present:** Christina Wilson & Jorden Pinch, Paul Purdy

**The following members of the public spoke:** Christina Wilson & Jorden Pinch, Paul Purdy

**The following Committee Members spoke:** Deputy Mayor McGuire, Councillor Pelkman, Councillor Kennes

**Moved By** Deputy Mayor McGuire

**Seconded By** Councillor Kennes

**THAT:** Application for Minor Variance A11-2025 be approved leaving the shed as is, as long as the deck itself is removed from contacting the fence from being secured in any way.

**Carried**

**5.5 Application for Minor Variance (A12-2025) - 636 Regent St, Mt Brydges (Report: BBP-2025-56)**

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

**Owner:** Ivest Equity Investment MIC

**Agent:** Brian Crann

**Request:** to seek relief from Section 4.6(5)(a) of the Zoning By-law to permit a secondary suite that is 87.7 m<sup>2</sup> (944 ft<sup>2</sup>) in size, whereas a maximum of 75 m<sup>2</sup> (807.3 m<sup>2</sup>) is permitted. The applicant is also seeking relief from Section 4.23(7)(i) of the Zoning Bylaw to permit a driveway

width of 12.19 m (40 ft) whereas a property with a lot frontage above 18 m permits a maximum driveway width of 8 m (26.2 ft). The application will facilitate the construction of a garage addition to the existing home with a secondary suite on the second floor, with a wider driveway to accommodate the required four parking spaces on site for residential uses.

**Interested Parties Present:** Brian Crann

**The following members of the public spoke:** Brian Crann

**The following Committee Members spoke:** Councillor Pelkman

**Moved By** Deputy Mayor McGuire

**Seconded By** Councillor Pelkman

**THAT:** Application for Minor Variance A12-2025 be approved subject to the following condition:

1. That the Owner provide a minimum of 11 metres (36.1 feet) clearance from the intersection of Queen Street and Regent Street to the start of the driveway. No driveway shall be constructed within the 11 metres (36.1 feet) clearance to the satisfaction of the municipality.

**Reasons:** Satisfies the requirements of the *Planning Act*; is consistent with the Provincial Policy Statement; and conforms to the Official Plans of both the Municipality and the County of Middlesex. The Committee considered all written and oral submissions received on this application, the effect of which helped the Committee make an informed decision.

**Carried**

## **6. Announcements and Inquiries by Members**

## **7. Other Business**

### **7.1 6766 Inadale Drive, Fee Refund Request - BBP-2025-57**

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

**Moved By** Councillor Pelkman

**Seconded By** Councillor Kennes

**THAT:** Committee receive report BBP-2025-57 for information, and further;

**THAT:** the Committee deny the fee refund request.

**Carried**

**7.2 8040 Irish Drive Appeal Update**

Jake DeRidder, Senior Development Coordinator/Secretary-Treasurer, noted that the County has decided to move forward with the appeal and not rescind it adding that there is a hearing scheduled for the first week of October.

**8. Schedule of Meetings**

- Thursday, July 3, 2025 @ 5:30 p.m.
- Thursday, August 7, 2025 @ 5:30 p.m.
- Thursday, September 4, 2025 @ 5:30 p.m.

**9. Adjournment**

**Moved By** Councillor Kennes

**Seconded By** Member Viaene

**THAT:** the June 5, 2025 Committee of Adjustment meeting adjourn at 6:19 p.m.

**Carried**

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Chair

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Secretary Treasurer