

Committee of Adjustment

Meeting Minutes

Thursday, August 7, 2025

5:30 pm

Hybrid Meeting (Council Chamber and Virtual)

Strathroy-Caradoc Municipal Office

52 Frank Street, Strathroy, Ontario

Present: Member Jesse Terpstra, Chair
Deputy Mayor Mike McGuire
Councillor Steve Pelkman
Member Dale Viaene
Member Randeep Kumar

Absent with Notice: Councillor Frank Kennes, Vice Chair
Councillor Brian Derbyshire

Also Present: Jake DeRidder, Secretary-Treasurer/Manager of Growth and Development
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 Kennes and Councillor Derbyshire were absent.

2. Approval of Agenda

Moved By Member Viaene

Seconded By Deputy Mayor McGuire

THAT: the August 7, 2025 Committee of Adjustment agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Approval of Minutes

4.1 Committee of Adjustment Meeting Minutes of July 3, 2025

Moved By Member Kumar

Seconded By Member Viaene

THAT: the Committee of Adjustment meeting minutes of July 3, 2025 be approved as written.

Carried

5. Submissions for Consideration

5.1 Application for Consent (B10-2025) - 106 Front Street West, Strathroy (Report: BBP-2025-72)

Owner: 1001172316 ONTARIO INC

Request: to seek permission to sever one lot from an existing residential parcel. The severance will facilitate the proposal to construct a two-storey multi-unit (6) residential building on the severed parcel. The application proposes to sever a lot with an area of 654.5 m² (7,045 ft²) and a lot frontage of 11 m (36 ft) along Front Street West and a frontage of 4 m (13.1 ft) along Calendar Lane.

Interested Parties Present: Greta Vanderhoek, Cindy Azevedo, Jeff & Sherry Power

The following members of the public spoke: Greta Vanderhoek

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

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

Moved By Deputy Mayor McGuire

Seconded By Councillor Pelkman

THAT: Application for Consent B10-2025 be declined.

5.2 Application for Consent (B11-12-2025) - 7394 Olde Drive (Report: BBP-2025-73)

Owner: Mario Slegers

Agent: McKenzie Lake Lawyers LLP

Request: to execute a surplus farm dwelling severance. The owner is proposing to retain the larger farm parcel and to sever the residential lot. The applicant is also requesting a second consent application to relocate an existing vacant parcel from the southeast (bottom right) corner of the property to an area further southwest through a lot boundary adjustment to provide better access to the retained agricultural parcel as a result of the surplus farm dwelling severance.

Interested Parties Present: Ashley Podolinsky (McKenzie Lake Lawyers LLP)

The following members of the public spoke: N/A

The following Committee Members spoke: Councillor Pelkman

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 Consent B11-2025 for a surplus farm dwelling severance be 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 the subject lands be appropriately rezoned.
4. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent B11-2025 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office.
5. That one copy of the reference plan be submitted to the satisfaction of the Municipality.

6. That confirmation is obtained, ensuring that the private services are located wholly within the lot to be severed, to the satisfaction of the Municipality.
7. That a municipal 9-1-1 address be assigned to the 'lands to be retained', to the satisfaction of the Municipality and the County of Middlesex.
8. That the applicants initiate and assume if necessary, all engineering costs associated with the preparation of revised assessment schedules for the applicable municipal drain(s) in accordance with the Drainage Act, R.S.O. 1990 as amended, such costs to be paid in full to the appropriate engineering firm prior to submitting a copy of the transfer as noted below.
9. That the hydro service lines between the severed and retained lots be separate and not cross the new property lines.
10. That a new access be provided for the lands to be retained if one does not already exist, to the satisfaction of the Municipality.
11. That the applicant's solicitor submits an Acknowledgement and Direction duly signed by the applicant.
12. 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.

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

Moved By Member Viaene

Seconded By Member Kumar

THAT: Application for Consent B12-2025 to relocate an existing 0.76 ac (3,086.7 m²) parcel be 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 the subject lands maintain their current Agricultural Small Holdings (A2) zoning when relocated.
4. That the 'existing lot to be relocated' be merged in the same name and title as the adjacent property known legally as Concession 6 Part of Lot 7 (Roll: 391601404003200) to the satisfaction of the Municipality; and 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 account the parcel as enlarged.
5. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent B12-2025 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office.
6. That one copy of the reference plan be submitted to the satisfaction of the Municipality.
7. That a municipal 9-1-1 address be assigned to the 'relocation of existing severance', to the satisfaction of the Municipality and the County of Middlesex.
8. That the applicants initiate and assume if necessary, all engineering costs associated with the preparation of revised assessment schedules for the applicable municipal drain(s) in accordance with the Drainage Act, R.S.O. 1990 as amended, such costs to be paid in full to the appropriate engineering firm prior to submitting a copy of the transfer as noted below.
9. That a new access be provided for the lands if one does not already exist, to the satisfaction of the Municipality.
10. That the applicant's solicitor submits an Acknowledgement and Direction duly signed by the applicant.
11. 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.

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 Consent (B13-2025) – 8621 Century Drive (Report: BBP-2025-74)

Owner: Peter Hillen

Agent: Chris Hillen

Request: to execute a surplus farm dwelling severance. The owner is proposing to retain the larger farm parcel and to sever the residential lot.

Interested Parties Present: Rob Brunet

The following members of the public spoke: N/A

The following Committee Members spoke: Councillor Pelkman

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 Consent B13-2025 be 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 the subject lands be appropriately rezoned.
4. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent B13-2025 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office.
5. That one copy of the reference plan be submitted to the satisfaction of the Municipality.

6. That confirmation is obtained, ensuring that the private services are located wholly within the lot to be severed, to the satisfaction of the Municipality.
7. That a municipal 9-1-1 address be assigned to the 'lands to be retained', to the satisfaction of the Municipality and the County of Middlesex.
8. That the applicants initiate and assume if necessary, all engineering costs associated with the preparation of revised assessment schedules for the applicable municipal drain(s) in accordance with the Drainage Act, R.S.O. 1990 as amended, such costs to be paid in full to the appropriate engineering firm prior to submitting a copy of the transfer as noted below.
9. That the hydro service lines between the severed and retained lots be separate and not cross the new property lines.
10. That a new access be provided for the lands to be retained if one does not already exist, to the satisfaction of the Municipality.
11. That the applicant's solicitor submits an Acknowledgement and Direction duly signed by the applicant.
12. 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.

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

5.4 Application for Minor Variance (A15-2025) - 21309 Wilson Street (Report: BBP-2025-75)

Owner: Somboune Pravongviengkham

Request: to seek relief from Section 4.29(3) of the Strathroy-Caradoc Zoning By-law to permit a County Road setback (from centreline of road) of 24 m (78.7 ft), whereas a minimum of 38 m (124.7 ft) is required for lots

that have frontage onto a County Road. The application will facilitate the construction of a 342 m² (3,680 ft²) single detached dwelling on the currently vacant lot.

Interested Parties Present: N/A

The following members of the public spoke: N/A

The following Committee Members spoke: N/A

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

Moved By Councillor Pelkman

Seconded By Member Viaene

THAT: Application for Minor Variance A15-2025 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

5.5 Application for Minor Variance (A16-2025) – 37 Pearson Avenue

Owner: Stephen Shaw - BBP-2025-76

Owner: Stephen Shaw

Request: to seek relief from Section 3c of the Fence By-law No. 02-24 to permit a fence height of 2.75 m (9 ft), whereas a maximum height of 2.1 m (7 ft) is permitted for a residential fence. The proposed fence height is only to apply to a length of the repaired fence, which is 4 metres (13.1 feet) in length along the west side property line.

Interested Parties Present: N/A

The following members of the public spoke: N/A

The following Committee Members spoke: N/A

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

Moved By Councillor Pelkman

Seconded By Deputy Mayor McGuire

THAT: Application for Minor Variance A16-2025 be approved.

Carried

6. Announcements and Inquiries by Members

None.

7. Schedule of Meetings

- Thursday, September 4, 2025 @ 5:30 p.m.
- Thursday, October 2, 2025 @ 5:30 p.m.
- Thursday, November 6, 2025 @ 5:30 p.m.

8. Adjournment

Moved By Member Viaene

Seconded By Deputy Mayor McGuire

THAT: the August 7, 2025 Committee of Adjustment meeting adjourn at 6:06 p.m.

Carried

Chair

Secretary Treasurer