

Committee of Adjustment

Meeting Minutes

Thursday, July 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, Secretary-Treasurer/Manager of Growth and Development
Saja Alasmar, Acting Secretary-Treasurer/Development Services Coordinator
Tim Williams, Manager of Planning, 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 all members were present.

2. Approval of Agenda

Moved By Councillor Kennes

Seconded By Councillor Pelkman

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

Carried

3. Declaration of Pecuniary Interest

Deputy Mayor McGuire declared an indirect pecuniary interest on Application for Minor Variance - 490 Peterson Ave as an immediate family member owns a residence in the same vicinity.

4. Approval of Minutes

4.1 Committee of Adjustment Meeting Minutes of June 5, 2025

Moved By Councillor Kennes

Seconded By Member Viaene

THAT: the Committee of Adjustment meeting minutes of June 5, 2025 be approved as written.

Carried

5. Submissions for Consideration

5.1 Application for Minor Variance (A13-2025) – 490 Petersen Avenue (Report: BBP-2025-60)

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

Owner: Craig Simmons

Request: is to seek relief from Section 5.3(5) of the Strathroy-Caradoc Zoning By-law to permit an addition to the existing single detached dwelling that is 1.35 m (4.4 ft) from the rear yard line, whereas a minimum 8 m (26.2 ft) rear yard setback is required in the 'R1' Zone. The application will facilitate the construction of a 53.85 m² (580 ft²) home addition which is to contain an attached secondary suite.

Interested Parties Present: Craig Simmons, Ted Loxton

The following members of the public spoke: Ted Loxton (designer on behalf of the applicants)

The following committee members spoke: Councillor Steve Pelkman

Moved By Councillor Kennes

Seconded By Member Viaene

THAT: Application for Minor Variance A13-2025 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

5.2 Application for Minor Variance (A14-2025) – 401 Victoria Street (Report: BBP-2025-61)

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

Owner: Mark Scripnick

Request: to seek relief from Section 4.2(2) of the Zoning By-law to permit an accessory building that is 78.1 m² (326.1ft²) in size, for a total accessory building lot coverage of 239.9 m², whereas a maximum accessory building lot coverage of 169.36 m² is permitted given the ground floor area of the existing dwelling. The applicant is also seeking relief from Section 4.2(5) to permit an accessory structure height of 4.62 m (15.2 ft), whereas a maximum height of 4.5 m (14.8 ft) is permitted. The variances will facilitate the construction of a 78.1 m² (840.7 ft²) accessory structure to be used as a private garage with storage space above.

Interested Parties Present: Mark Scripnick

The following members of the public spoke: Mark Scripnick

The following committee members spoke: Deputy Mayor McGuire, Councillor Steve Pelkman

Moved By Councillor Pelkman

Seconded By Deputy Mayor McGuire

THAT: Application for Minor Variance A14-2025 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 Consent (B10-2025) - 106 Front Street West, Strathroy (Report: BBP-2025-62)

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

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 670.3 m² (7,215.4 ft²) and a lot frontage of 11 m (36 ft) along Front Street West and a frontage of 3 m (9.8 ft) along Calendar Lane.

Interested Parties Present: Kevin Vanderveen, David Cole, Carina Bruggeman, Greta Vanderhoek

The following members of the public spoke: Greta Vanderhoek, Kevin Vanderveen, David Cole, Carina Bruggeman

The following committee members spoke: Deputy Mayor McGuire, Councillor Brian Derbyshire, Councillor Steve Pelkman

Moved By Deputy Mayor McGuire

Seconded By Member Viaene

THAT: Application for Consent B10-2025 be declined.

Defeated

Moved By Councillor Pelkman

Seconded By Councillor Kennes

THAT: this be deferred back to staff to work with the property owner.

Carried

6. Announcements and Inquiries by Members

None.

7. Schedule of Meetings

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

- Thursday, October 2, 2025 @ 5:30 p.m.

8. Adjournment

Moved By Member Viaene

Seconded By Councillor Kennes

THAT: the July 3, 2025 Committee of Adjustment meeting adjourn at 6:20 p.m.

Carried

Chair

Secretary Treasurer