



**CITY OF ORILLIA  
COMMITTEE OF ADJUSTMENT MINUTES**

HEARING MINUTES  
COMMITTEE OF ADJUSTMENT  
HEARING OF  
February 19, 2025

The February hearing of the City of Orillia Committee of Adjustment was held on February 19, 2025 by virtual meeting with the following in attendance:

Peter Bowen – Committee Member (Chair)  
Ian Gordon – Committee Member (Regrets)  
Kelly Smith – Committee Member  
Jeff Duggan – Senior Planner  
Ali Chapple – Senior Planner  
Jill Lewis – Senior Planner  
Anna Dankewich, – Intermediate Planner  
Sue McCormick – Acting Secretary Treasurer

**1. Introduction by the Secretary-Treasurer**

**2. Opening of Hearing:**

The hearing was called to order at 9:15 a.m.

**3. Appointment of Chair**

**001-25 Moved by: Kelly Smith  
Seconded by: Pete Bowen**

That Pete Bowen be appointed as Chair for the February 19, 2025 Committee of Adjustment Hearing.

**Carried**

**4. Approval of Agenda:**

**002-25 Moved by: Kelly Smith  
Seconded by: Pete Bowen**

That the Agenda for the February 19, 2025, be approved.

**Carried**

**5. Confirmation of Minutes of the December 11, 2024 Hearing:**

**003-25 Moved by: Kelly Smith  
Seconded by: Pete Bowen**

That the Minutes of December 11, 2024 be approved.

**Carried**

**6. Notification of Pecuniary Interest:**

None.

**7. Manner in which Notice was provided:**

The Secretary-Treasurer described the Committee of Adjustment procedures for the Hearing.

**8. Applications:**

**8.1 A01-25 384 Regent Street**

In attendance: None

The Secretary-Treasurer read all correspondence received relative to the application.

**Proposal:**

The proposed variance is to permit a reduction in the setback of a new driveway to a local road.

**Comments from the Public:**

None.

**Comments from Departments/Agencies:**

The Engineering Division has a comment and a condition.

**Staff Report:**

Planning Division recommends approval of the application with conditions.

**Owner/Applicant's Comments:**

None.



**Public Comments (at hearing):**

None.

**Committee Comments:**

A Committee member asked about the 24-month timeline to demolish the existing dwelling. It was asked if the permit for the new construction was almost ready as there may be a timing concern if there is a delay.

Staff advised that they had consulted with the applicant who felt that they only needed about 7 months to complete the work, and the permit is scheduled to come in within the next 3 months.

The Committee member suggested changing the condition that instead of a demolition permit be required within 24 months, that the existing dwelling be demolished within this time frame.

The suggested condition was amended to read as follows:

“That the existing dwelling be demolished within 24 months of the Committee of Adjustment’s decision on the Minor Variance application under a demolition permit.”

A Committee member indicated that the By-law only says you can have one dwelling per lot. Would the new dwelling not be considered as a dwelling unit if it had an occupancy permit?

Staff advised that because the 2 dwellings are of equal size and one is not subservient to the other, there is a requirement to recognize the 2 dwelling units and not an additional dwelling unit.

Committee noted that the existing building is to be demolished and once the other one is at a level of completion to be occupied, there would be only one residence operating at any one time. Staff advised that the variance is the replacement of a main structure and then they could have their additional dwelling units beyond that.

The Committee made a motion to approve the application.

**005-25            Moved by: Kelly Smith  
                          Seconded by: Pete Bowman**

**Application A02-25 – 58 Dunlop Street, be approved with conditions, as per the Decision.**

**Carried**

**8.3 A03-25 600 University Avenue**

In attendance: Lee Bull, MHBC Planning

The Secretary-Treasurer read all correspondence received relative to the application.

**Proposal:**

The purpose of this application is to recognize four variances for a four-storey 96-unit purpose-built apartment building fronting on University Avenue. The variances would permit an increase in the maximum permitted building height, a decrease in the minimum front yard setback, a decrease in the minimum landscaped open space and a reclassification of four lot lines in order to re-assign applicable yards.

**Comments from the Public:**

None.

**Comments from Departments/Agencies:**

The Engineering Division has a comment and no conditions.

**Staff Report:**

Planning Division recommends approval of the application with a condition.

**Owner/Applicant's Comments:**

Lee Bull of MHBC Planning, agent on behalf of the Owner, provided a presentation to the Committee consisting of an overview of the proposed development.

The owners are proposing a 4-storey, 96-unit apartment building, purpose-built rental tenure with 144 surface parking spaces. There will be a 392 square metre outdoor amenity area with a community garden, barbeque and sitting area.

She indicated the entrance to the site will be aligned with the Costco entrance across the street and Ms. Bull reviewed the landscaped buffering and fencing locations.

Ms. Bull provided the elevations and feels the application fits with a majority of the regulations of the By-law, however, she highlighted the four variances requested and how they meet the four tests.

**Public Comments (at hearing):**

None.

**Committee Comments**

None.

The Committee made a motion to approve the application.

**006-25      Moved by: Kelly Smith  
                  Seconded by: Pete Bowen**

**Application A03-25 – 600 University Avenue, be approved with conditions, as per the Decision.**

**Carried**

**9.      Adjournment:**

**007-25      Moved by: Kelly Smith  
                  Seconded by: Pete Smith**

**We now adjourn at 9:46 a.m.**

**Carried**

The Committee will reconvene at 9:15 a.m. on March 19, 2025.



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Pete Bowen, Chair



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Lorrie Jackson, Secretary-Treasurer