



**CITY OF ORILLIA  
COMMITTEE OF ADJUSTMENT MINUTES**

HEARING MINUTES  
COMMITTEE OF ADJUSTMENT  
HEARING OF  
September 20, 2023

The September hearing of the City of Orillia Committee of Adjustment was held on September 20, 2023 by virtual meeting with the following in attendance:

Peter Bowen – Committee Member (Chair)  
Ian Gordon – Committee Member  
Kelly Smith – Committee Member  
Ali Chapple – Senior Planner  
Jeff Duggan – Senior Planner  
Jill Lewis – Senior 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. Approval of Agenda:**

**050-23          Moved by: Kelly Smith**  
**Seconded by: Ian Gordon**

That the Agenda for the September 20, 2023, be approved.

**Carried**

- 4. Confirmation of Minutes of the July 19, 2023 Hearing:**

**051-23          Moved by: Ian Gordon**  
**Seconded by: Kelly Smith**

That the Minutes of July 19, 2023 be approved.

**Carried**

**5. Notification of Pecuniary Interest:**

None.

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

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

**7. Applications:**

**7.1 A16-23 48 Calverley Street**

In attendance: Derek Shelswell, Owner, present.

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

**Proposal:**

The purpose of the proposed variance is to allow for the construction of a detached Accessory Building containing an Additional Dwelling Unit exceeding the maximum height.

**Comments from the Public:**

None

**Comments from Departments/Agencies:**

Engineering Division has comments and no conditions.

**Staff Report:**

Planning Division recommends approval with conditions.

**Applicant's Comments:**

- The owner, Derek Shelswell, addressed the Committee and advised they were planning on building an accessory dwelling unit and the reason for the height request is their architect recommended a two bedroom loft instead of a one bedroom. This would also allow for more room for the garage underneath for storage and therefore the reason for the minor variance so they can go a little higher.

**Public Comments (at hearing):**

- Paul and Donna Webb, neighbouring property owners at 50 Calverley Street addressed the Committee and advised they had been in the neighbourhood for approximately 37 years with retirement in mind.
- They have a concern with all the accessory buildings being built in the neighbourhood and feel they are being pushed out of the neighbourhood.
- Mr. Webb asked about the minor variance for the Derby Street frontage and what is the requirement for that.
- Staff advised this was a technical recognition as this property is a corner lot and Derby Street is considered the lot frontage for the property, however, slightly deficient and Calverley has sufficient frontage at 23 metres.
- Mr. Webb believes the long-term plan for the subject lands is to remove one garage and build further dwelling units;
- Staff advised they cannot speculate on what may happen down the road and should an application come in for that, then it would be reviewed at that time.
- Mr. Webb is concerned about a severance off of Derby Street.
- Staff advised that this is a possibility for a future severance should the owner wish to apply, however, the maximum intensity at the moment is 3 units.
- Mr. Webb asked what is considered a minor variance as numerically they are looking for 45% variance of the frontage off of Derby Street.
- Staff advised that minor is not considered numeric and more to do with the overall impact and what is the change that is being proposed.
- Mr. Webb noted then it is not a number but at someone's discretion.

**Committee Comments:**

No comments.

The Committee made a motion to approve the application.

**052-23            Moved by: Ian Gordon**  
**Seconded by: Pete Bowan**

**Application A16-23 - 48 Calverley Street, be approved with conditions, as per the Decision.**

**Carried**

**7.2 A17-23 44 Laurentian Lane**

In attendance: Robert Hall, Agent, was present.

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

**Proposal:**

The purpose of the proposed variance is to allow for the construction of a sunroom addition to the existing dwelling at a reduced rear yard setback.

**Comments from the Public:**

None

**Comments from Departments/Agencies:**

Engineering Division has comments and no conditions.

**Staff Report:**

Planning Division recommends approval with conditions.

**Owner/Applicant's Comments:**

- Rob Hall, the agent for the Owner addressed the Committee. He advised the owners would like the sunroom as it brightens up the kitchen and will brighten up the whole back of the house. They are planning to build in the new year and the drawings for the building permit will be engineered.

**Public Comments (at hearing):**

None.

**Committee Comments:**

- A Committee member questioned the comment about lot grading plan and why we are not asking for a drainage plan now that a permanent structure is being added and the water flow potential onto the neighbour's property.
- Mr. Hall advised the proposal will be a helical foundation and not alot of change to the grade because they are not proposing a block foundation.
- A Committee member indicated a permanent roof over the sunroom would give greater water flow off the house.
- Staff advised that Committee could make this a condition, however, a lot grading plan by an OLS or Engineer through the permit stage serves as a drainage plan.

- The lot grading plan has to be approved by the City's engineer with a deposit in place.
- Staff advised this was a comment and not a condition as in order for the applicant to obtain a building permit, the lot grading plan has to be approved with the drainage before the issuance of the permit.

The Committee made a motion to approve the application.

**053-23            Moved by: Kelly Smith  
                      Seconded by: Ian Gordon**

**Application A17-23 – 44 Laurentian Lane, be approved with conditions, as per the Decision.**

**Carried**

**8.        Correspondence / other business:**

- Site Inspections – not required by law that we could find, but recommended.

In connection with Committee's questions on the regulations of site visits, Staff advised that they and Committee Members only have permission to enter the property that has applied for the variance or severance. The applicant specifically authorizes staff and Committee to access their property by signing the application.

A Committee member asked if speaking with the neighbours is permitted and staff advised this was not part of the training that was given. Through the training, it was noted the importance for Committee members to see the property, however, it did not speak about other properties.

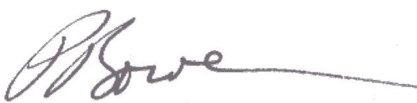
**9.        Adjournment:**

**054-23            Moved by: Ian Gordon  
                      Seconded by: Kelly Smith**

**We now adjourn at 9:51 a.m.**

**Carried**

The Committee will reconvene at 9:15 a.m. on October 18, 2023.

  
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Pete Bowen, Chair

  
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Sue McCormick, Acting Secretary-  
Treasurer