



**CITY OF ORILLIA
COMMITTEE OF ADJUSTMENT MINUTES**

HEARING MINUTES

COMMITTEE OF ADJUSTMENT

HEARING OF

September 17, 2025

The September hearing of the City of Orillia Committee of Adjustment was held on September 17, 2025 by virtual meeting with the following in attendance:

Pete Bowen, Committee Member (Chair)
Ian Gordon, Committee Member
Kelly Smith, Committee Member
Jill Lewis, Senior Planner
Jeff Duggan, Senior Planner
Ali Chapple, 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:**

044-25 Moved by: Kelly Smith
Seconded by: Ian Gordon

That the Agenda for the September 17, 2025, be approved.

Carried

- 4. Confirmation of Minutes of the August 20, 2025 Hearing:**

045-25 Moved by: Ian Gordon
Seconded by: Kelly Smith

That the Minutes of August 20, 2025 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 B03-25 & A19-25 48 Calverley Street

In attendance: Josh Morgan of Morgan Planning & Development, agent on behalf of the Owner.

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

Proposal:

The purpose of the proposed severance is to create 1 new lot fronting onto Derby Street.

Comments from the Public:

A letter of objection was received.

Comments from Departments/Agencies:

The Engineering Division has comments and conditions.

Staff Report:

Planning Division recommends approval of the application with conditions.

Owner/Applicant's Comments:

Josh Morgan provided a presentation to Committee.

Public Comments (at hearing):

None.

Committee Comments

None.

The Committee made a motion to approve the application.

047-25 **Moved by: Ian Gordon**
 Seconded by: Kelly Smith

Application B04-25 – 4383 Huronia Road, be approved with conditions, as per the Decision.

Carried

7.3 A20-25 309 Oxford Street

In attendance: Bobbi Leppington of Design by Bobbi, agent on behalf of the Owner.

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

Proposal:

The purpose of this application is to allow for a reduction in the minimum required Front Yard Setback from 6.0 metres to 4.2 metres to facilitate the construction of an addition to a portion of the main dwelling for a new front entry.

Comments from the Public:

None.

Comments from Departments/Agencies:

The Engineering Division has no comments and no conditions.

Staff Report:

Planning Division recommends approval of the application with conditions.

Owner/Applicant's Comments:

Ms. Leppington provided a presentation to Committee.

Public Comments (at hearing):

None.

Committee Comments

None.

The Committee made a motion to approve the application.

048-25 **Moved by: Kelly Smith**
 Seconded by: Ian Gordon

Application A20-25 – 309 Oxford Street, be approved with conditions, as per the Decision.

Carried

7.4 B05-25 265 Barrie Road

In attendance: Gus Skarlatakis, agent on behalf of the Owner.

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

Proposal:

The proposed severance is to create one (1) new residential parcel of land for future development.

Comments from the Public:

None.

Comments from Departments/Agencies:

The Engineering Division has no comments and one condition.

Staff Report:

Planning Division recommends approval of the application with conditions.

Owner/Applicant's Comments:

Mr. Skarlatakis advised they did clear all of the conditions however did not communicate this before the severance lapsed. He has a concern regarding the Entrance Analysis as the language is unclear as to the requirements. The retained property is a 5 plex which has been this way for decades and then a further 3 plex.

Staff advised this is an Engineering comment being very standard and is typical for the severances.

Public Comments (at hearing):

Thomas at Unit 3, 265 Barrie Road who spoke at the previous meeting in 2023 asked about the trees at the back of the lot to be removed and whether permits are required.

He also wondered about whether there was enough parking spots for the development.

Mr. Skarlatakis advised that this is not an 8 plex but a 5 plex and 3 plex and all conditions have been satisfied. The removal of the two trees do not require any permits and both lots have sufficient parking.

Committee Comments

A Committee member asked about the previous condition about the west existing wall being reviewed by the Building Division. Mr. Skarlatakis advised this condition has been satisfied by the Building Division.

The Committee made a motion to approve the application.

049-25 **Moved by: Ian Gordon**
 Seconded by: Kelly Smith

Application B05-25 – 265 Barrie Road, be approved with conditions, as per the Decision.

Carried

7.5 A16-25 151 Simcoe Street

In attendance: Doug MacMillan, Owner.

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

Proposal:

The purpose of this application is to legalize a one-storey Detached Accessory Structure containing two (2) Additional Dwelling Units. The existing Detached Accessory Structure has a ground floor area of 156m² (1,681 sq.ft.), whereas the Zoning By-law only permits a maximum ground floor area of 75m² (807 sq.ft.) for a Detached Accessory Structure containing dwelling units. The applicant is also seeking a variance to reduce the parking requirement from 5 parking spaces for 4 dwelling units down to 4 parking spaces to provide greater flexibility in the design of the parking area.

Comments from the Public:

None.

