



**CITY OF ORILLIA
COMMITTEE OF ADJUSTMENT MINUTES**

HEARING MINUTES
COMMITTEE OF ADJUSTMENT
HEARING OF
FEBRUARY 18, 2026

The February hearing of the City of Orillia Committee of Adjustment was held on February 18, 2026 by virtual meeting with the following in attendance:

Kelly Smith, Committee Member (Acting Chair)
Ian Gordon, Committee Member
Jill Lewis, Senior Planner
Lorrie Jackson, Secretary-Treasurer
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:

**001-26 Moved by: Ian Gordon
 Seconded by: Kelly Smith**

That Kelly Smith be appointed as Chair for the Committee of Adjustment.

Carried

4. Approval of Agenda:

**002-26 Moved by: Ian Gordon
 Seconded by: Kelly Smith**

That the Agenda for the February 18, 2026, be approved.

Carried

5. Confirmation of Minutes of the December 17, 2025 Hearing:

**003-26 Moved by: Ian Gordon
 Seconded by: Kelly Smith**

That the Minutes of December 17, 2025 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 A01-26 466 West Street North

In attendance: Vanessa Simpson 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 this report is to provide the Committee of Adjustment with information related to Minor Variance Application A01-26 with respect to the property municipally known as 466 West Street North.

The application requests six variances required to facilitate the development of a four-storey 25-unit apartment building at the northeast corner of West Street North and Commerce Road. The variances include increasing building height, decreasing Landscaped Open Space, reducing the north lot line Landscaped Buffer Area, removing the Landscaped Buffer Area along the Improved Street where two parking spaces are proposed to be located, increasing the encroachment of a canopy, and reducing the parking requirements for total number of vehicular parking and visitor parking.

Comments from the Public:

None.

Comments from Departments/Agencies:

The Engineering Division has no comments or conditions.

Staff Report:

Planning Division recommends approval of the application with no conditions.

Owner/Applicant's Comments:

Vanessa Simpson provided a presentation to Committee.

Public Comments (at hearing):

Gisele Winton Sarvis from Orillia Matters asked if the owner would be looking to purchase 476 Commerce Road to make the property wider. Ms. Simpson advised that she had not discussed this with the applicant at the time.

David Stinson addressed the Committee and advised he was not a fan of architecture, however, supports the proponent in lowering the parking requirements. He feels reducing the area of pavement is a good thing. He mentioned that possibly the excess parking could be provided across the street or at the high school with the permission of the owners.

Sarah Fardin, the neighbouring abutting property owner, noted her concerns with the use of heavy machinery and how this will affect their foundation and the soil. She asked who she speaks with at the City if she has a concern.

Ms. Simpson advised that the building footprint has a good setback from the property line, the building will not require excessive underground work and as there is no underground parking proposed as well as no significant digging close to any property lines. The parking area also does not require significant digging.

Should Ms. Fardin have a concern, she should contact the City Building Division as the site will be monitored by City staff during the construction works

Staff advised that there will be a Development Coordinator overseeing the site servicing. Should something occur, it would be a civil matter as it is not on municipal property.

Committee Comments

A Committee member questioned that it looks like approximately 13 to 14 trees will be taken down and only see a replacement of 2 trees on the plan submitted. Is there anything in our requirements to require more trees?

Staff advised the trees on a municipal right of way need to be replaced and payment for the removal of trees under the Tree Conservation By-law. The Landscaping Plan has to be submitted under the Site Plan process. From the plan initially, there appears to be 3 trees proposed along the Commerce Road frontage, and they will be retaining a number of trees facing West Street. Staff are satisfied with this proposal.

Ms. Simpson apologized to the Committee as she mentioned that the site plan provided is slightly misleading as it does not depict the proposed landscape plantings. There are a series of tree plantings and significant perennial plantings proposed and ornamental grass.

A Committee member asked if a traffic study was done with regard to the entering into the property off a curve and is the entrance in the appropriate spot and is it big enough?

Ms. Simpson advised that a traffic impact study and entrance analysis has been completed and the size, width, location and the ability to turn in and out of the property safely has been reviewed. This exceeds the standard for this type of road and speed on the road.

A Committee member asked if the study has been reviewed and approved. Ms. Simpson advised that Tatham Engineering completed the study. Staff advised that the plan has been reviewed and revised. There are further comments for review and the site plan from the City will not be approved without the approved analysis.

A Committee member noted that it was appreciated the submission of the parking study by Tatham Engineering regarding 3 other properties in the City which made it easier to review and consider the application today.

**004-26 Moved by: Ian Gordon
 Seconded by: Kelly Smith**

That Application A01-26 – 466 West Street North be approved with conditions, as per the Decision.

Carried

9. Correspondence/Other Business:

None

10. Adjournment:

**005-26 Moved by: Ian Gordon
 Seconded by: Kelly Smith**

We now adjourn at 9:50 a.m.

Carried

The Committee will reconvene at 9:15 a.m. on March 18, 2026.



Kelly Smith, Acting Chair



Lorrie Jackson, Secretary-Treasurer