



**Committee of Adjustment
Summary of Comments for June 17, 2026
For Application B02-26 and A03-26
353 Old Muskoka Road**

The below summary of comments provides information and any requested conditions of approval from circulated Departments and external agencies.

CITY OF ORILLIA

TO: Committee of Adjustment – Hearing of June 17, 2026
FROM: Planning Division
DATE: June 9, 2026
FILE NO: Application for Severance B02-26
and Minor Variance A03-26
APPLICANT: Connor McBride (Owner: Randy Marshall)
SUBJECT PROPERTY: 353 Old Muskoka Road

Recommendation:

1. That the Committee approve Application for Severance Consent B02-26 subject to the recommended conditions attached in Schedule “A” for the following reasons:
 - Is consistent with the direction by the Province in the PPS, 2024 to support infill and intensification and expanding the range of housing types within an existing neighbourhood on municipal services;
 - The proposed lot creation conforms to the City’s Official Plan Consent policies provided that the recommended conditions of approval are implemented to the City’s satisfaction;
 - Compliant with the Zoning By-law’s minimum lot area and lot frontage requirements for the creation of new lots with Single Detached Dwellings and Semi-Detached Dwellings in the Residential Two (R2) Zone; and
 - A Plan of Subdivision is not required for the proper and orderly development provided all of the recommended conditions of approval are implemented to the City’s satisfaction.

2. That the Committee deny Application for Minor Variance A03-26 for the following reasons:
 - There is a lack of alternative parking supply in the surrounding area (i.e. there are no municipal parking lots);
 - The intent of the Zoning By-law is not met as there is an inadequate supply of parking for the proposed land uses; and
 - The requested variance is not appropriate for the orderly development of the land given the potential for adverse impacts on the municipality for having to conduct parking enforcement.

Purpose:

The purpose of this report is to provide the Committee of Adjustment with information related to Consent Application B02-26 and Minor Variance Application A03-26 submitted with respect to the property municipally known as 353 Old Muskoka Road.

The Consent application proposes to create four (4) new and one retained residential lot(s) fronting onto Old Muskoka Road. The four new lots are proposed to support two pairs semi-detached dwellings, with the demising walls located on the lot lines.

The Minor Variance application seeks relief from the parking requirement to provide 4 parking spaces for three dwelling units, whereas 3 parking spaces are proposed, for the two pairs of semi-detached dwellings.

Background and Key Facts:

- The subject property is:
 - located within the “Living Area – Stable Neighbourhood” designation of the City of Orillia Official Plan.
 - zoned “Residential Two (R2)” under Zoning By-law 2014-44, as amended.
- Additional Background:
 - This property received approval from the Committee of Adjustment in 2024 for Provisional Consent to create four (4) new lots. The Provisional Consent is scheduled to lapse on April 17, 2026. The applicant has been working towards satisfying the Conditions of Consent but has not completed satisfying all of the conditions at this time.
 - The applicant is proposing up to 4 units to be located in the Single Detached Dwelling on the proposed retained lot with the provision of up to 6 parking spaces.
 - The applicant is also proposing up to 3 units within each Semi-Detached Dwelling with the provision of up to 3 parking spaces on each proposed lot, seeking relief from the parking requirement by 1 parking space.
 - This proposed development could result in as many as 16 dwelling units.
 - The applicant requested that their application be deferred at the April 15, 2026 Hearing and this request was supported by the Committee of Adjustment. On May 13, 2026, the applicant submitted a revised Site Plan summarizing the following changes on the proposed corner lot property (i.e. Retained Lot):
 - Front Yard reduced from 20m to 18.4m
 - Lot Coverage increased from 20% to 22%
 - Building depth increased from 15m to 16.6m

Surrounding lands:

North	Landon Street and Residential
East	Old Muskoka Road and Residential
South	Residential
West	Residential

Figure 1 – Location Map of Subject Property

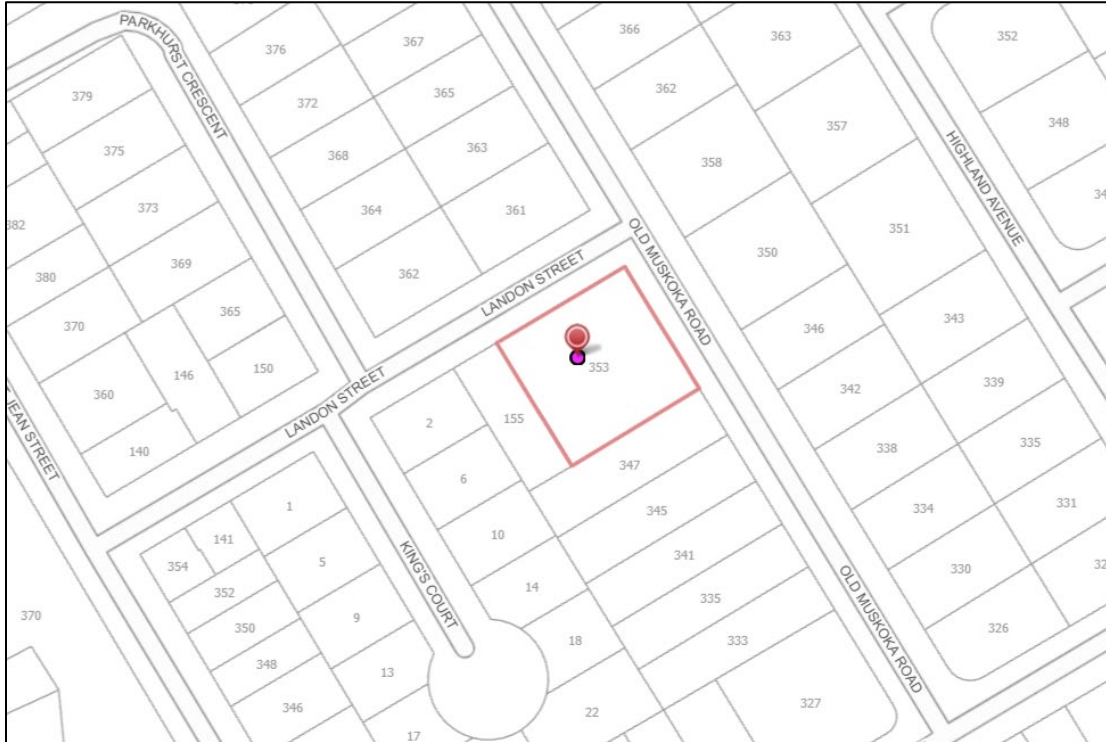


Figure 2: Proposed Revised Site Plan

zoning Description (Current)	zoning Description Proposed - LOT 1	zoning Description Proposed - LOT 2 & 4
FRONT YARD	10.00%	7.50%
REAR YARD	10.00%	10.00%
BUILDING LOT COVERAGE (BUILDING AREA / LOT AREA)	32.00% (1,014.00 sq.ft / 3,169.00 sq.ft)	27.00% (967.00 sq.ft / 3,582.00 sq.ft)
FRONTAGE	150.00 (On-Street) (ft)	7.20 (On-Street) (ft)
SIDE YARD SETBACK	4.00	1.00
FRONT DRIVEWAY COVERAGE (DRIVEWAY AREA / FRONT LOT AREA)	32.00% (1,014.00 sq.ft / 3,169.00 sq.ft)	36.00% (1,287.00 sq.ft / 3,575.00 sq.ft)
REAR DRIVEWAY COVERAGE (DRIVEWAY AREA / REAR LOT AREA)	41.00% (1,671.00 sq.ft / 4,075.00 sq.ft)	N/A



1 SITE LAYOUT
SL-1 1/8" = 1'-0"

The applicant has made the following request for the Consent Application B02-26:

	R2 Zone Standard	Retained Lot	Severed Lot 1	Severed Lot 2	Severed Lot 3	Severed Lot 4
Lot Frontage	15.0 m (SFD) 7.0 m (Semi)	15.0 (SFD)	7.24 (Semi)	7.24 (Semi)	7.24 (Semi)	7.24 (Semi)
Lot Area	460 m ² (SFD) 250 m ² (Semi)	678 m ² (SFD)	327 m ²	327 m ²	327 m ²	327 m ²

The applicant has requested the following variances to the provisions of the Zoning By-law 2014-44, as amended:

Section	Requirement	Proposed	Variance
Section 6.2.2.1 – Table 6.1 Parking Requirements for Residential Uses (Lots 1, 2 3, and 4)	2 spaces for the main Dwelling Unit, plus 1 space for each Additional Dwelling Unit Total: 4	1 parking space for each Dwelling Unit Total: 3	1

Site Inspection Date: March 12, 2026

The subject property is a corner lot in a residential neighbourhood and surrounded by lots developed with Single Detached Dwellings. Multi-unit Dwellings are present on King’s Court which is just one lot to the west of the property.

The subject property is located at the southwest intersection of Old Muskoka Road and Landon Street, both of which are Local Roads. No sidewalks currently exist on either Old Muskoka Road or Landon Street and there are no current plans within the 10 year Capital Budget to install sidewalks on these streets.

The property was historically home to a Single Detached Dwelling with a detached garage and a circular driveway. These structures have been demolished to facilitate the redevelopment of the property with two sets of Semi-Detached Dwellings and Single Detached Dwelling on the corner.

Figure 3: Pictures of the Subject Property





Analysis of Consent:

Consistent with the Provincial Planning Statement 2024:

- Yes**
- No**
- Defer**

The Provincial Planning Statement, 2024 (“PPS”) directs that Settlement Areas shall be the focus of growth and development and that within Settlement Areas the focus shall be on building complete communities, providing a range and mix of housing options, supporting intensification and building mixed-use development. As a Settlement Area, the City of Orillia is the focus of growth and development and is therefore directed to promote opportunities for residential intensification, encouraged to promote compact built form and promote the efficient use of land and resources.

As it relates to this application, establishing a total of five (5) residential lots with each Semi-Detached dwelling to support up to a total of 3 dwelling unit and the Single Detached Dwelling to support up to 4 dwelling units furthers the objectives of the Provincial Planning Statement as the development of an

underutilized property within the City to promote compact built form and efficiently utilize existing municipal services.

The proposed severed and retained lots are serviceable with municipal water and sewer. The subject property is situated on a City transit route (Laclic Route) and is serviced with a transit stop located at the corner of Old Muskoka Road and Landon Street.

As the subject property is within a Settlement Area, serviced by municipal infrastructure and accessible to transit, the application is consistent with the policies of the PPS.

Consistent with the Lake Simcoe Protection Plan (LSPP):

- Yes
- No
- Defer
- N/A

The subject property is not located within the Lake Simcoe watershed and therefore not subject to the Lake Simcoe Protection Plan.

Conforms to the City's Official Plan:

- Yes
- No
- Defer

In the City of Orillia's Official Plan, the subject property is designated "Living Area - Stable Neighbourhood". The Objectives for the Living Area, outlined in Section 3.3.2, include policies to promote higher density and transit supportive development in appropriate locations, encourage an appropriate range of housing forms in all neighbourhoods and ensure that new development is *compatible* with the character of the neighbourhood.

The "Stable Neighbourhood" designation of the Official Plan expressly permits a variety of residential uses and the applicant indicates that the new lots will be used for residential purposes. The proposed lots comply with the area and frontage requirements of the City's Zoning By-law. As such, the proposed lots are considered to be compatible with the adjacent land uses. In the City's Official Plan, *compatible* means "development that may not necessarily be the same or similar to the existing buildings in the vicinity, but, nonetheless, enhances an established community and coexists with existing development without causing undue adverse impact on surrounding properties".

Section 7.1.12 of the City's Official Plan sets out various criteria for lot creation. This proposal meets those criteria in that the proposed lots have proportionate depth and width, can be serviced with municipal water and sewer and have lot frontage and area adequate to accommodate the proposed residential uses.

Staff see no reason why a plan of subdivision would be required for this proposal since the lots front on an existing street and can be serviced by existing water and sewer infrastructure. Hydroelectric and transit services are readily available, as is postal service.

The Design Policies for Buildings in the Living Area designation of the City's Official Plan (Policy 3.3.7.4.2 c)) indicates that Corner Lots are priority lots within a neighbourhood and sets out specific criteria for the design of new homes on corner lots, as follows:

- c) Corner lots and homes facing or abutting parks are priority lots within the neighbourhood. The design of these homes shall include the following considerations:
 - i) where sides or flankage of buildings are visible, they should have windows, materials, and other architectural treatments equal to the front elevation of the building;
 - ii) the main front entrance should be located on the exterior side elevation, corner windows and wrap-around porches should be included to emphasize a corner location; and,
 - iii) fencing around front and/or exterior side yards should not block the view of the sidewalk from the building; their height shall be consistent with the provisions of the implementing Zoning By-law.
- d) Porches, stairs, canopies and other entrance features may encroach into the required setbacks, subject to the requirements of the implementing Zoning By-law.
- e) Entry features and other architectural elements shall be incorporated into the front elevation of the building to reduce the visual impact of the garage and the driveway.
- f) Shared or grouped driveways will be expected to reduce the amount of asphalt on front yards and to facilitate winter maintenance operations.

In accordance with the above Policy, staff recommend the inclusion of a condition that Building Elevation drawings, to the satisfaction of the City, be submitted to ensure conformity with the Official Plan.

It is also recommended that an additional condition be imposed to require the Site Plan to be revised to demonstrate that the driveways for the 2 pairs of Semi-Detached Dwellings be grouped together along the shared lot line to be in conformity with Official Plan policy 3.3.7.4.2 f) "*shared or grouped driveways will be expected to reduce the amount of asphalt on front yards and to facilitate winter maintenance operations.*"

Official Plan Policy 6.2.3 Stormwater Management requires that a Stormwater Management Plan shall be submitted for any application that creates four or more lots, and sets out specific criteria that must be met. For this reason, Staff recommend that a Stormwater Management Plan satisfactory to the City be required as a condition of provisional approval.

The subject property is within a Significant Groundwater Recharge Area (SGRA) as identified on Schedule "F" to the Official Plan. Official Plan Policy 3.5.3.7 f) requires a Hydrogeological Study demonstrating that there will be no negative impacts on aquatic features that depend on the SGRA (such as wetlands, watercourses, etc.) as a result of Major Development within the SGRA. Major Development is defined as development consisting of the creation of four or more lots, and as such this Policy applies to this proposal. Staff recommend that a Hydrogeological Study shall be prepared by the applicant as a condition of provisional approval. City policy requires that Hydrogeological Studies be peer reviewed at the applicant's expense. Any recommendations arising from the Hydrogeological Study and peer review are recommended to be included as required works in the Consent Agreement.

As a result of the Hydrogeological work completed to date for this property, it has been determined that the groundwater is high. As a result, City staff will require that the buildings be designed with no basements to adhere to the City's Engineering Design Criteria Manual.

Policy 7.1.8 of the Official Plan sets out various studies, plans and/or assessments that the City may require to support Consent applications. One of these studies is an Entrance Analysis. Given the fact that this application will create five driveway entrances onto Old Muskoka Road where there are currently two entrances, staff are of the opinion that it is appropriate to require an Entrance Analysis, to the satisfaction of the City, as a condition of provisional approval to ensure the proposed driveways can be accommodated. Furthermore, staff is recommending that the existing driveways be decommissioned to the City's satisfaction.

For the reasons detailed above, and subject to the imposition of the recommended conditions, the Consent application is considered to conform to, or be consistent with, the policies of the City of Orillia Official Plan.

Conforms with the City's Zoning By-law:

- Yes**
- No**
- Defer**

The subject property is zoned Residential Two (R2) in Zoning By-law 2014-44, as amended. Lots for residential uses are permitted in the R2 Zone.

The proposed severed and retained lots meet the minimum lot area and frontage standards for the Residential Two (R2) Zone for Single Detached (the Retained Lot) and Semi-Detached (Lots 1, 2, 3 and 4) as set out above under Background and Key Facts.

The proposed dwellings comply with all of the required setbacks and the proposed driveways also comply with the zone provisions for driveways and associated coverage. The Site Plan for the Single Detached Dwelling identifies the provision of 6 parking spaces which would be more than sufficient to accommodate 4 dwelling units on the lot which is permitted in the current zoning. The Semi-Detached Dwellings identify 3 parking spaces per lot and the applicant has applied for a Minor Variance to reduce the parking requirement by 1 parking space on each lot with a Semi-Detached unit. This analysis is later on in this report. A detailed review of zoning compliance would be completed at the building permit stage.

As a result of the Zoning By-law review for the severance, Staff are satisfied that the general intent and purpose of the Zoning By-law will be met providing the recommended conditions are imposed.

Conforms to Section 2, 51(24) and 53(12) of the *Planning Act*:

- Yes
- No
- Defer

This application has been reviewed and in the opinion of Staff conforms to Section 2, 51(24) and 53(12) of the *Planning Act*.

Section 51(24) requires that regard be had for such matters as the suitability of the land for the purpose for which it is to be subdivided, adequacy of municipal services, dimensions and shape of the proposed lots, and whether the proposal conforms to the Official Plan. In the opinion of staff, those criteria are met with this proposal provided the recommended conditions are imposed.

Analysis of Minor Variance:

Maintains the purpose and intent of the Official Plan:

- Yes
- No
- Defer

The policies of the “Living Area – Stable Neighbourhood” designation do not specifically address when reductions in parking are requested in this designation. As such, Planning staff are of the opinion that the request to reduce parking by 1 conforms with the general purpose and intent of the Official Plan.

Maintains the purpose and intent of Zoning By-law No. 2014-44, as amended:

- Yes
- No
- Defer

The purpose of the Zoning By-law’s minimum parking requirements is to ensure that the future residents will have sufficient on-site parking or nearby off-site parking options. It is also intended to ensure adjacent neighbours are not negatively impacted by overflow parking situations within

their neighbourhood. Since there are no municipal parking lots to accommodate any overflow parking, Planning staff are of the opinion that this parking reduction request does not meet the intent and purpose of the Zoning By-law.

The variance(s) are desirable for the appropriate/orderly development or use of the land, building or structure:

- Yes
- No
- Defer

When considering whether a proposed development will be appropriate and desirable for the land use, Planning staff must take into consideration any potential negative impacts on the municipality. When insufficient parking is provided on-site, the municipality's by-law enforcement staff has a high probability of being contacted to investigate on-street parking concerns experienced by other residents in the area. Given the higher probability of by-law enforcement complaints, Planning staff is of the opinion that this requested reduction in parking is not appropriate for the use of the land given the higher potential for enforcement complaints.

The variances are minor in nature:

- Yes
- No
- Defer

When determining whether variances are considered minor in nature, staff must evaluate the impacts on the subject property and the surrounding neighbourhood as well as the other three tests under Subsection 45(1) of the *Planning Act*. Staff is of the opinion that this parking reduction request is not minor in nature given the negative impact that it will likely have on the surrounding neighbourhood. This request, if approved, is expected to result in increased vehicle presence and congestion in the neighbourhood surrounding this property, thereby negatively impacting the character of the low-density residential streets.

CONCLUSION:

The proposed lot creation associated with application B02-26 has been reviewed against all relevant planning policies. The proposal is in keeping with Provincial policies. Subject to the imposition of the recommended conditions, the proposal conforms to the policies of the City's Official Plan. The proposed severed and retained lots meet the standards of the Residential Two (R2) Zone with respect to minimum lot frontage and area. Staff recommends approval of Consent Application B02-26 subject to the Conditions set out in Appendix "A" to this report.

However, staff are concerned with the potential for negative implications on the surrounding neighbourhood with respect to the request to reduce the parking by 1 space on each of the lots

with Semi-Detached dwellings for the reasons outlined in the report. As such staff recommends that the Committee of Adjustment deny Minor Variance Application A03-26.

Prepared by:

A handwritten signature in cursive script that reads "Jill Lewis".

Jill Lewis, MCIP, RPP
Senior Planner

Schedule "A"

Conditions of Provisional Approval - Consent Application B02-26

1. That all taxes, local improvements, and/or other charges, both current and in arrears be paid for the calendar year to the satisfaction of the Treasurer/Chief Financial Officer;
2. The applicant/owner shall submit to the Secretary Treasurer of the Committee of Adjustment a draft Reference Plan prepared by an Ontario Land Surveyor, describing the Severed Lot(s) substantially in accordance with the Approved Plan(s) attached to this Decision as Schedule B. If the applicant/owner has requested a Certificate of Official for the Retained Lot, the Retained Lot shall also be identified on the draft Reference Plan. Upon review and approval of the draft Reference Plan by the Secretary-Treasurer, one copy of the registered reference plan shall be provided to the City.
3. The Owner/Applicant shall submit to the Secretary-Treasurer of the Committee of Adjustment draft Transfers for review. Upon registration, a final copy of the Transfers shall be provided to the City.
4. That the Owner/Applicant shall be required to pay the Development Review Fee (\$75.00) as approved by City Council.
5. That the Owner/Applicant shall pay to the City of Orillia Cash-In-Lieu of Parkland dedication the amount of which shall be in accordance with City Policy 8.1.2.1, to the satisfaction of the Secretary-Treasurer.
6. That the Owner/Applicant shall submit Building Elevation Drawings, in compliance with Official Plan Policy 3.3.7.4.2 c) for the Single Detached Dwelling on the corner (Retained) lot, to the satisfaction of the City, together with an Undertaking from the Owner/Applicant confirming such designs will be submitted with their future Building Permit application.
7. That the Owner/Applicant shall submit a Stormwater Management Plan and comprehensive grading plan, in compliance with Official Plan Policy 6.2.3, to the satisfaction of the City, and the Consent Agreement will be required to ensure implementation of the stormwater management works approved by the City.
8. That the Owner/Applicant shall submit a Hydrogeological Study, in compliance with Official Plan Policy 3.5.3.7, to be peer reviewed by the City's consultant at the expense of the Owner/Applicant, and the Consent Agreement will be required to ensure implementation of any recommended mitigation measures or other works arising from the Hydrogeological Study and peer review.
9. That the Owner/Applicant shall submit an Entrance Analysis to the satisfaction of the City including a plan to decommission the existing driveways.

10. That the Owner/Applicant shall submit building designs for each of the dwelling units demonstrating no basements will be included in the final design of the dwellings together with an Undertaking confirming that the designs will be submitted with no basements at the time of the future Building Permit applications.
12. That the Owner/Applicant shall submit a revised Site Plan demonstrating that the driveways for the Semi-Detached Dwellings will be grouped together to conform to Policy 3.3.7.4.2 f) of the City's Official Plan, while at the same time demonstrating that the proposed downspouts will be directed to pervious surfaces to prevent icing on the municipal road, and that the Owner/Applicant submit an Undertaking confirming such design will be submitted for their future Zoning Certificate and building permit applications.
13. That the Owner/Applicant shall enter into a Consent Agreement with the City to include:
 - a) the installation of water and sanitary service laterals to the front property line on the severed and retained lots at the expense of the applicant, to the satisfaction of the City;
 - b) the installation of a 2.0 m high privacy fence along the west and south property lines, at the expense of the applicant, to the satisfaction of the City;
 - c) the construction of the buildings in substantial compliance with the Building Elevation Drawings approved by the City;
 - d) implementation of the comprehensive grading plan and stormwater management works identified in the Stormwater Management Plan as approved by the City;
 - e) implementation of any recommended mitigation measures or other works arising from the Hydrogeological Study and peer review;
 - f) the planting of trees, at the expense of the applicant, as identified on the Landscape Plan as approved by the City;
 - g) the implementation of any mitigation measures recommended by the Species At Risk Study; and,
 - h) provision of securities by the applicant to ensure completion of all of the works required under the Consent Agreement.



MEMORANDUM TO COMMITTEE OF ADJUSTMENT

DATE:	June 10, 2026
FROM DEPARTMENT/DIVISION:	Engineering Division, DSE
FROM/CONTACT:	Tracy Blanchard, Development Coordinator
SUBJECT ADDRESS:	353 Old Muskoka Rd
SUBJECT FILE #:	B02-26 and A03-26

Comments to applicant/owner for information purposes (Comments help provide additional information regarding the development of the subject lands to the applicant. Comments are not conditions of approval, rather additional information regarding requested conditions of approval):

- No comments

Condition of Approval (Conditions of Approval are specific enforceable conditions regarding the subject lands should the Committee of Adjustment approve the application. For example: The applicant/owner shall apply for a building permit for the construction of a new dwelling to the satisfaction of the Building Division).

- No conditions

External Agency Comments

None received.

Public Comments Received

From: Chris McLaughlin <>
Sent on: Monday, April 13, 2026 6:13:26 PM
To: Lorrie Jackson <LJackson@orillia.ca>
Subject: B02-26 and A03-26 353 Old Muskoka Rd

Hello

I am writing to express my formal opposition to the proposed minor variance at 353 Old Muskoka Rd. My concerns regarding the requested minor variance are outlined below:

- Incompatibility with Neighbourhood Character: The proposal breaks the established pattern of the neighbourhood by introducing multi unit buildings among consistent bungalows with 1 driveway
- Negative Infrastructure Impact: The development will increase traffic and noise while disrupting existing drainage and parking patterns.
- Environmental Concerns: The variance threatens existing trees and restricts the ability to plant new large trees. Furthermore, the developer has already removed trees on city property without permission.
- Lack of Justification: A minor variance is a special privilege, not a right. This proposal is not necessitated by any peculiar physical condition of the lot, such as size or shape, but rather by a desire for increased profit and convenience.
- Undesirable Precedent: Approving this variance would encourage similar, undesirable applications in the area.
- Overdevelopment: The proposal represents overbuilding on the lot compared to surrounding properties, creating an overcrowded environment.

I believe this variance should not be granted as it does not meet the necessary criteria for approval.

Let me know if you require any further information

Chris Mclaughlin

To: City of Orillia, Committee of adjustment
From: Sara Jacobs 155 Landon St Orillia, On
L3V 2H5

April 14th, 2026

As the owner of the property that will be most affected by this development, I would like to strenuously oppose it. I have outlined my concerns below and I would appreciate the chance to speak and ask some questions.

1. As I understand the application, the developer wishes to sever the property into 5 lots; – 4 severed lots to contain a main dwelling unit plus 2 additional dwelling units, and the retained lot containing a main dwelling unit and 2 or 3 additional dwelling units – for a total of 16 dwelling units on what was originally a single family property. To me this appears to be a radical increase of population density in the area immediately next to my home, and situated in the middle of a street of single family homes.
2. The above plan will immediately significantly lower my property value, due to the increased number of cars, people, garbage, noise, etc. Not only will the value be lowered, but it will make my property more difficult to sell when I want to.
3. Despite the presence of a “privacy fence” between my property and the subject property, the presence of 3 large buildings, of 3 stories each, will markedly reduce my ability to enjoy my own backyard – The 3 large buildings will shade the backyard, killing my garden plants and there will be many windows overlooking my backyard and deck, so I will have no expectation of privacy there.
4. 16 units, with an average “family” size of 3 people, means that these buildings will need to support close to 50 additional people – are the sewers adequate? Has the runoff on the large amount of land that needs to be paved and built over been considered and dealt with adequately?

While an increase in housing density within Orillia is an admirable goal, in my humble opinion, changing one property from 1 dwelling unit to 16 dwelling units is misguided and is a poor fit for the current neighbourhood.

Sincerely, Sara Jacobs