

THE TENTH MEETING OF THE COMMITTEE OF ADJUSTMENT

VIA ZOOM & 304

August 27, 2026

10:00 a.m. The meeting convened.

ATTENDANCE

Members

Ms. I. Bowman, Chair
Mr. W. Riecker
Mr. M. Herbert

Officials

S. Steadman, Assistant Secretary-Treasurer
S. Craig, Senior Planning Technician

DISCLOSURES OF INTEREST

Nil.

MINUTES

Motion by W. Riecker - M. Herbert:

THAT: The minutes of the meeting held on August 13, 2026, be confirmed.

Carried.

HEARING OF APPLICATIONS

A12-26 40979 Major Line

The applicant provided a detailed overview of the minor variance application.

Motion by I. Bowman - W. Riecker:

THAT: In the matter of an Application by Joely Neufeld on lands that may be legally described as PART LOT 45, RP 11R-10761 for a minor variance pursuant to Section 45(1) of the Planning Act, R.S.O. 1990, as amended, on lands municipally known as 40979 Major Line the City of St. Thomas, Ontario be approved as follows:

1. To permit the conversion of an existing detached garage into an additional residential unit and the construction of a new detached garage in accordance with the plans submitted in support of the Minor Variance application and in accordance with the recommendations outlined in the Issues Scoping Report prepared by Vroom & Associates.

Carried.

A13-26 57 Walnut Street

The applicant provided a detailed overview of the minor variance application.

The members discussed the Open Space area and its limits.

Claire Koops, CJDL advised of the amended Site Plan and that the carport structure would remain outside the Open Space Zone.

Motion by I. Bowman - W. Riecker:

THAT: In the matter of an Application by Walnut Park Inc., on lands that may be legally described as PLAN 192, LOT 13, PART LOT 11,14,15, PLAN RP 11R-11476, PARTS 2-4 for a minor variance pursuant to Section 45(1) of the Planning Act, R.S.O. 1990, as amended, on lands municipally known as 57 Walnut Street the City of St. Thomas, Ontario be approved as follows:

1. To permit the construction of an 11m X 14.5m carport with a height of 2.75m in accordance with the revised site plan accompanying the planning report.
2. The recommendations and mitigation measures identified in November 13, 2025, Issues Scoping Report, prepared by Vroom +Associates, shall be implemented as applicable to the satisfaction of the City's Building Services Department.

CONFIRMED_____CHAIR

3. The recommendations and mitigation measures identified in the Scoped Heritage Impact Assessment prepared by Stantec Consulting Ltd., including the recommended construction controls, vibration monitoring, and pre- and post-construction surveys, shall be implemented prior to, during, and following construction, as applicable, to the satisfaction of the City's Building Services Department.
4. The proposed carport shall be subject to Site Plan Control approval, and all requirements of the Site Plan Control process shall be addressed to the satisfaction of the Director of Planning.
5. The requirements of the Kettle Creek Conservation Authority shall be satisfied, including any required amendment to KCCA permit P25-048.

Carried.

A14-26 300 Elm Street

Steve Cornwell, CJDL, provided a detailed overview of the minor variance application.

The Assistant Secretary-Treasurer read the letter received from Pam Thomas of 154 First Avenue.

Mr. Cornwell noted that the proposed building would potentially be used as a medical office for the owner's son, a practising physician in St. Thomas. He further advised that the parking and access points to the property are adequate for the proposed office building.

The Senior Planner advised that an extensive traffic impact study was completed and that there are no anticipated further concerns in the area with the proposed parking spaces or office building construction.

Motion by I. Bowman - W. Riecker:

THAT: In the matter of an Application by Fatime Sherifi on lands that may be legally described as FIRST PLAN 270 PT LOT 71 for a minor variance pursuant to Section 45(1) of the Planning Act, R.S.O. 1990, as amended, on lands municipally known as 300 Elm Street the City of St. Thomas, Ontario be approved as follows:

To permit the development of a new 273.6 square metre, single-storey commercial building on the north-easterly portion of the subject lands. The existing 213.9 square metre, single-storey commercial building will remain on the site and continue its current commercial use.

The proposed development to be constructed in accordance with the plans submitted with the minor variance application and subject to:

1. Site Plan Control review and approval to the satisfaction of the City of St. Thomas, including but not limited to matters relating to site layout, access, parking loading, landscaping and buffering, lighting, signage, servicing, drainage, waste storage and screening and required First Avenue and Elm Street Road Widenings.
2. Approved Development and Floor Area shall be substantially in accordance with the application as approved through Site Plan Control and the reduced 1.2m interior side yard and rear yard setbacks shall apply only to the proposed building as shown on the approved site plan.
3. Permitted Uses of the existing building shall be limited to the existing takeout/fast-food restaurant use without a drive-through facility (Dominos Pizza). The proposed building shall be limited to business office, medical clinic and dispensing pharmacy use with the pharmacy limited to a maximum gross leasable floor area of 150m²
4. A minimum of 27 on-site parking spaces shall be provided and maintained in accordance with the approved Site Plan.
5. Any change in the use of either building shall comply with the parking requirements set out in Section 4.3.3 Parking Requirements in Commercial Zones, of the City of St. Thomas Zoning By-law 50-88 as amended or replaced from time to time. A copy of the Committee of Adjustment decision shall be filed with the City's Building Services and incorporated into the office consolidated Zoning By-law.

The 10th Meeting of the Committee of Adjustment - 3

Carried.

UNFINISHED BUSINESS

NEW BUSINESS

NEXT MEETING

September 24, 2026

ADJOURNMENT

10:25a.m. The meeting adjourned.