



August 7, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET – BRANTFORD, ON, N3T 2J2
TELEPHONE 519-759-4150

COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE

File Number: A18-2025

Related File Numbers: n/a

Address: 84 Lynden Road

Roll Number: 29060300070820000002906030007082000000

Agent/Applicant/Owner: KSNADG Lynden Park (Noah Emerson)

In the matter of an application for variance made under Section 45 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

A Sign Variance application was received for the lands municipally addressed as 84 Lynden Road. The purpose of the application is to facilitate the placement of 2 ground signs and 3 way-finding signs on the subject lands. The application is requesting relief from the following sections of Chapter 478 of the Brantford Municipal Code:

- Section 478.8.3: To permit a maximum sign area of 40 m² per face for Ground Signs, whereas 30m² per face is otherwise the permitted maximum;
- Section 478.12.3: to permit a maximum sign area of 2.04 m² per face for Traffic Directional Signs, whereas 0.75 m² per face is otherwise the permitted maximum.

Decision: **Approved**

Date: **August 6, 2025**

THAT minor variance application A18-2025 seeking relief from Section 478.8.3 of Municipal Code 478 (Sign By-law) to permit a maximum total sign area of 40 m² per single sign face for a ground sign, whereas a single sign face shall be no greater than 30 m² for ground signs, BE APPROVED;

THAT minor variance application A18-2025 seeking relief from Section 478.12.3 of Municipal Code 478 (Sign By-law) to permit a maximum sign area of 2.04 m² for a single face, whereas traffic directional signs shall not exceed an area of 0.75 m² for a single face, BE APPROVED;

THAT the reasons for the approval of the minor variance application are as follows: the proposed variance application is in keeping with the general intent and purpose of the Official Plan and Zoning By-law, the relief requested is considered minor in nature, and desirable for the appropriate development of the subject lands; and,

THAT pursuant to 45(8) – (8.2) of the Planning Act, R.S.O 1990, c.P.13, the following statement SHALL BE INCLUDED in the Notice of Decision:

“Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Section 5.2 of Report No. 2025-399”.

**Electronically signed by G. Kempa,
Chair/Member**

**Electronically signed by M. Bodnar,
Member**

**Electronically signed by T. Cupoli,
Member**

ABSENT - V. Kershaw, Member

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by M. Simpson,
Member**

**Electronically signed by A. Patel,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca.

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 26, 2025 at 4:30 p.m.**

End of Decision

APPEAL INFORMATION – MINOR VARIANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 45(12) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 45(12) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body that has an interest in the matter” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 45(12) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 45(12) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

Planning Act Section 45(12) appeals must include:

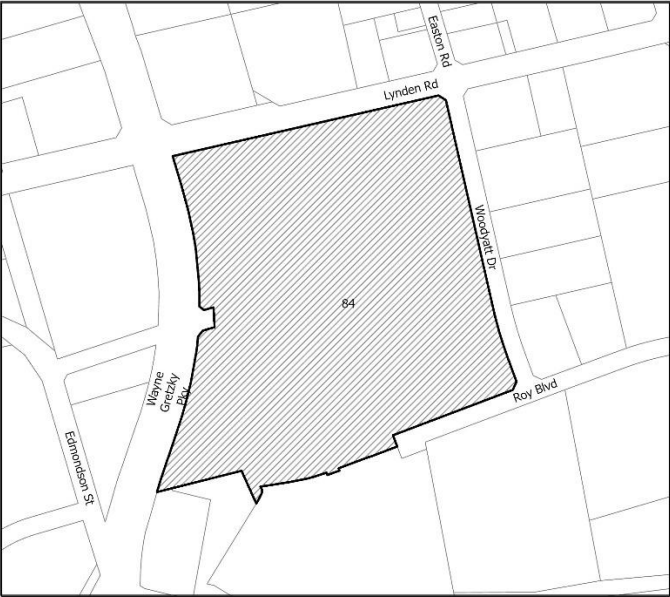
- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

Questions or Information:

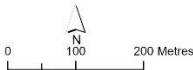
Contact Committee of Adjustment Staff (cofa@brantford.ca)

LOCATION MAP

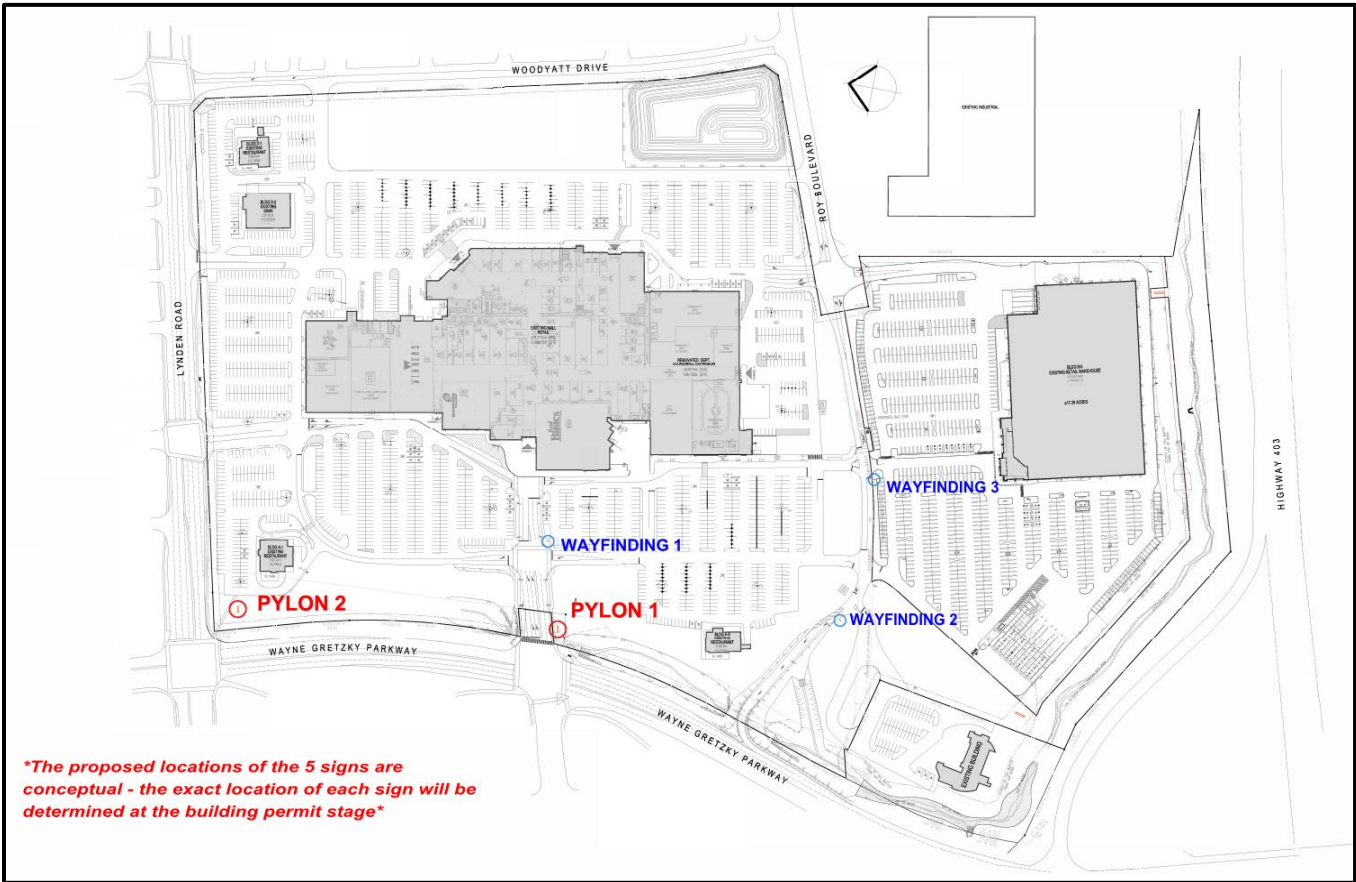
Application: A18-2025
84 Lynden Road



Legend
Subject Land



Concept Plan





August 7, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET - BRANTFORD – ON N3T 2J2
TELEPHONE 519-759-4150

COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE

File Number: B12-2025
Related File Numbers: n/a
Address: 84 Lynden Road
Roll Number: 2906030007082000000
Agent/Applicant/Owner: NADG (Giordan Sita)

In the matter of an application for consent made under Section 53 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

A severance application has been received for the lands municipally addressed as 84 Lynden Road. The purpose of the consent application is to sever the subject lands to facilitate the construction of a three-storey, 9,469.60m² self-storage facility. The severed parcel is proposed to have a lot width of 117.05 m and lot area of 6,937.06 m², and the retained parcel is proposed to have a lot width of 417m and lot area of 206,944.097 m².

The applicants are also requesting a reciprocal blanket easement for access and parking.

Decision: **Provisionally Approved**

Date: **August 6, 2025**

THAT consent application B12-2025 to sever a parcel of land from 84 Lynden Road, having a frontage of 117.05 m along Woodyatt Drive, and a lot area of 6,937.06 m², and to retain a parcel of land having a frontage of 417 m and a lot area of 206,941.83 m², BE APPROVED, subject to the following conditions;

1. Receipt of a registered Reference Plan showing the severed and retained parcels.
2. Receipt of payment for cash-in-lieu of parkland (*amount to be determined in accordance with City of Brantford By-law 139-2022*).
3. Receipt of confirmation that all taxes are paid up to date.
4. Receipt of confirmation that the applicant shall submit to the Secretary-Treasurer a draft of the Transfer deed for review (*Upon registration a final copy of the Transfer deed shall be provided to the City*).

5. Receipt of confirmation that the Applicant shall submit to the Secretary-Treasurer drafts of the Transfer Easement documentation for the reciprocal blanket easements for review (upon registration a final copy of the Transfer Easements shall be provided to the City).
6. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that a Wastewater Allocation Request Form has been submitted and approved.
7. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that a Municipal Numbering Assignment Request Form to assign a municipal address number to the severed and/or retained parcel(s) has been submitted.
8. The Owner/Applicant shall provide an External Works Plan prepared by a qualified Engineer licensed in the Province of Ontario, to the satisfaction of the Manager of Development Engineering or his/her designate..
9. The Owner/Applicant shall be responsible financially and otherwise, to provide all External Works required by the External Works Plan to the satisfaction of the Manager of Development Engineering or his/her designate.
10. The Owner/Applicant shall be responsible financially and otherwise, to provide sanitary and storm sewer connections to a legal outlet for each parcel of land (severed and retained) to the satisfaction of the Manager of Development Engineering or his/her designate. Servicing of the severed parcel shall be in general conformance with the principles established through the Master Site Plan Agreement (BC365461).
11. The Owner/Applicant shall be responsible financially and otherwise, to provide easements as may be required to facilitate development of the severed and retained parcels of land in general conformance with the Master Site Plan Agreement (BC365461), to the satisfaction of the Manager of Development Engineering or his/her designate.
12. The Owner/Applicant shall be responsible financially and otherwise, to provide for the restoration of the municipal right of way and all other works as required externally to meet municipal standards (Protection of trees, mitigating damage to trees, removal of excess driveways, replacement of sod, etc.) to the satisfaction of the Manager of Development Engineering or his/her designate.
13. The Owner/Applicant shall provide a Grading and Drainage Plan prepared by a qualified Engineer licensed in the Province of Ontario, to the satisfaction of the Manager of Development Engineering or his/her designate. The drainage plan shall demonstrate how the severed and retained parcels maintain general conformance with the principles established through the Master Site Plan Agreement (BC365461)
14. That the above conditions be fulfilled and the Certificate of Consent be issued on or before **August 7, 2027** after which time the consent will lapse.

THAT the reasons for approval of the consent application are as follows: the proposed consent has regard for the matters under Section 51(24) of the Planning Act and Staff are satisfied that the proposed development is desirable and compatible with the surrounding area and will not result in adverse impacts on surrounding properties. The application is in conformity with the general intent and policies of the Official Plan and Zoning By-law; and,

THAT pursuant to Sections 53(17) – (18.2) of the Planning Act, R.S.O 1990, c.P.13, the following statement SHALL BE INCLUDED in the Notice of Decision:

“Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Section 5.2 of Report No. 2025-401”.

**Electronically signed by G. Kempa,
Chair/Member**

ABSENT - V. Kershaw, Member

**Electronically signed by M. Bodnar,
Member**

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by T. Cupoli,
Member**

**Electronically signed by M. Simpson,
Member**

**Electronically signed by A. Patel,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca .

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 27, 2025 at 4:30 p.m.**

END OF DECISION

APPEAL INFORMATION – CONSENTS/SEVERANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 53(19) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 53(19) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 53(19) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the giving of Notice of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 53(19) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

Planning Act Section 53(19) appeals must include:

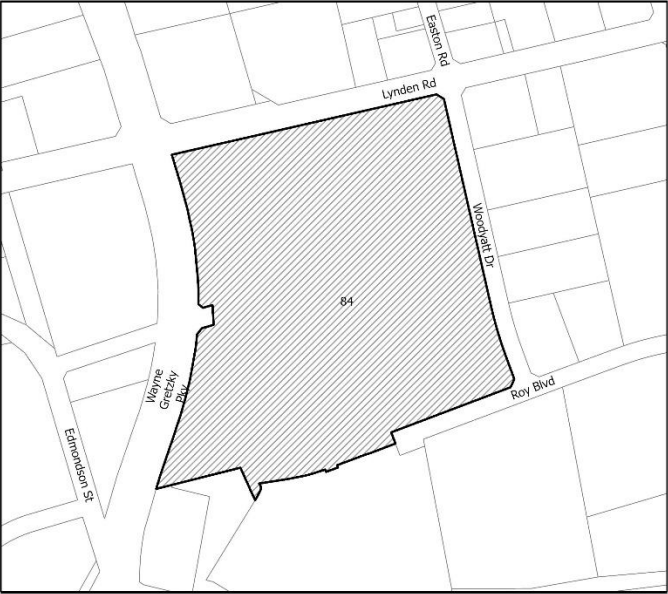
- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

Questions or Information:

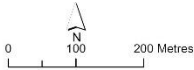
Contact Committee of Adjustment Staff (cofa@brantford.ca)

LOCATION MAP

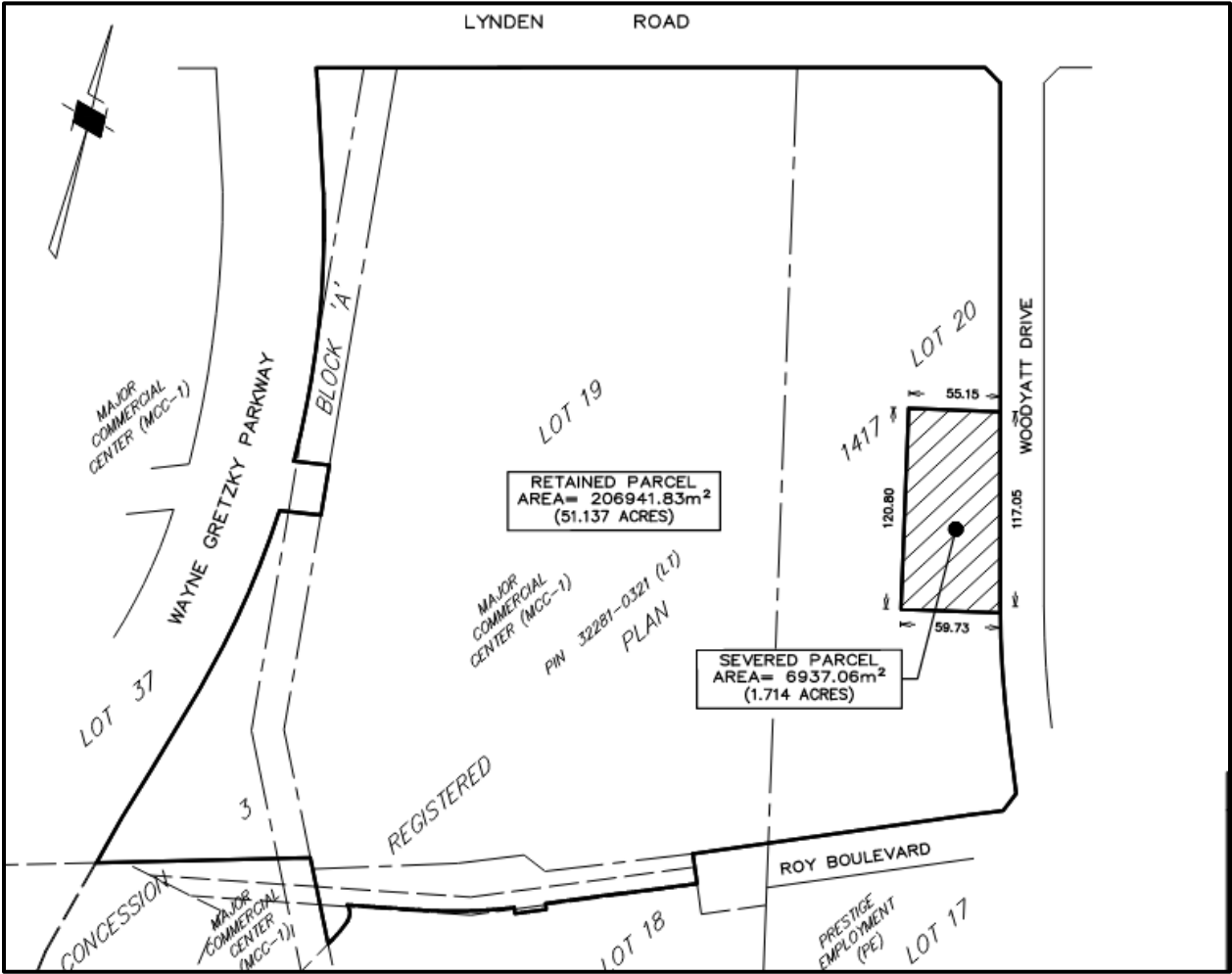
Application: B12-2025
84 Lynden Road



Legend
Subject Land



Concept Plan





August 8, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET – BRANTFORD, ON, N3T 2J2
TELEPHONE 519-759-4150

COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE

File Number: A19-2025
Related File Numbers: B13-2025
Address: 55 Sinclair Boulevard
Roll Number: 2906030019159350000
Agent/Applicant: J.H. Cohoon Engineering Ltd.
Owner: 1001163964 Ontaio Inc. (Daniel Bohner)

In the matter of an application for variance made under Section 45 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

A Consent and Minor Variance application were received for the lands municipally addressed as 55 Sinclair Boulevard. The purpose of the application is to sever the subject lands to facilitate the creation of 1 new industrial lot. The severed lot is proposed to have a lot width of 65.8 m and lot area of 19,239.2 m². The retained lot is proposed to have a lot width of 99.1 m and lot area of 19,950.1 m². To facilitate the development, the applicant is requesting relief from the following section(s) of Zoning By-law 124-2024:

- Section 5.19.b. – to permit a loading space in the front yard whereas loading spaces are otherwise not permitted in front yards.

Decision: **APPROVED**

Date: **August 6, 2025**

THAT minor variance application A19-2025 seeking relief from Section 5.19.b of Zoning By-law 124-2024 to permit a loading space in the front yard, whereas loading spaces are otherwise not permitted in any front yard, BE APPROVED;

THAT the reasons for the approval of the minor variance application are as follows: the proposed variance application is in keeping with the general intent and purpose of the Official Plan and Zoning By-law, the relief requested is considered minor in nature, and desirable for the appropriate development of the subject lands; and,

THAT pursuant to 45(8) – (8.2) of the Planning Act, R.S.O 1990, c.P.13, the following statement SHALL BE INCLUDED in the Notice of Decision:

“Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Section 5.2 of Report No. 2025-420”.

**Electronically signed by G. Kempa,
Chair/Member**

**Electronically signed by M. Bodnar,
Member**

**Electronically signed by T. Cupoli,
Member**

ABSENT - V. Kershaw, Member

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by M. Simpson,
Member**

**Electronically signed by A. Patel,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca.

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 26, 2025 at 4:30 p.m.**

End of Decision

APPEAL INFORMATION – MINOR VARIANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 45(12) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 45(12) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body that has an interest in the matter” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 45(12) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 45(12) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

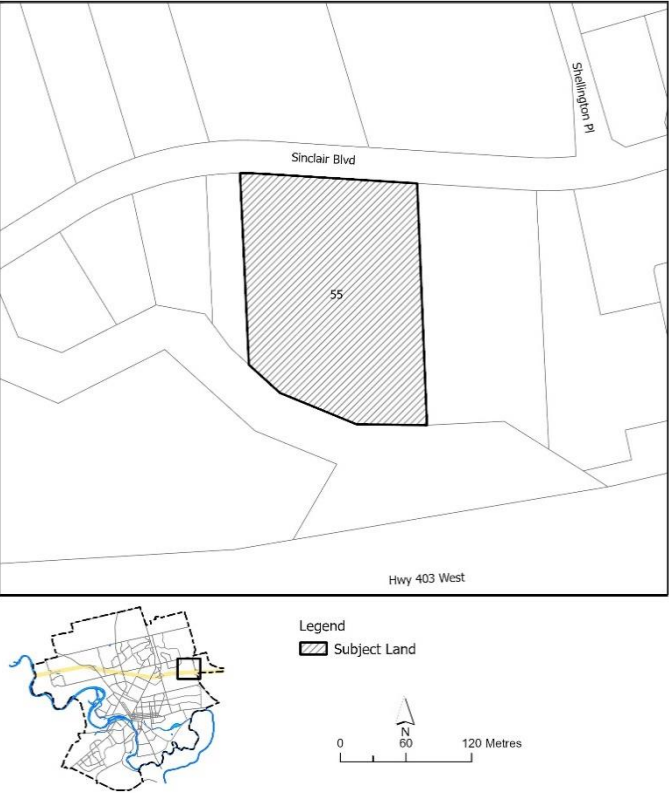
Planning Act Section 45(12) appeals must include:

- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

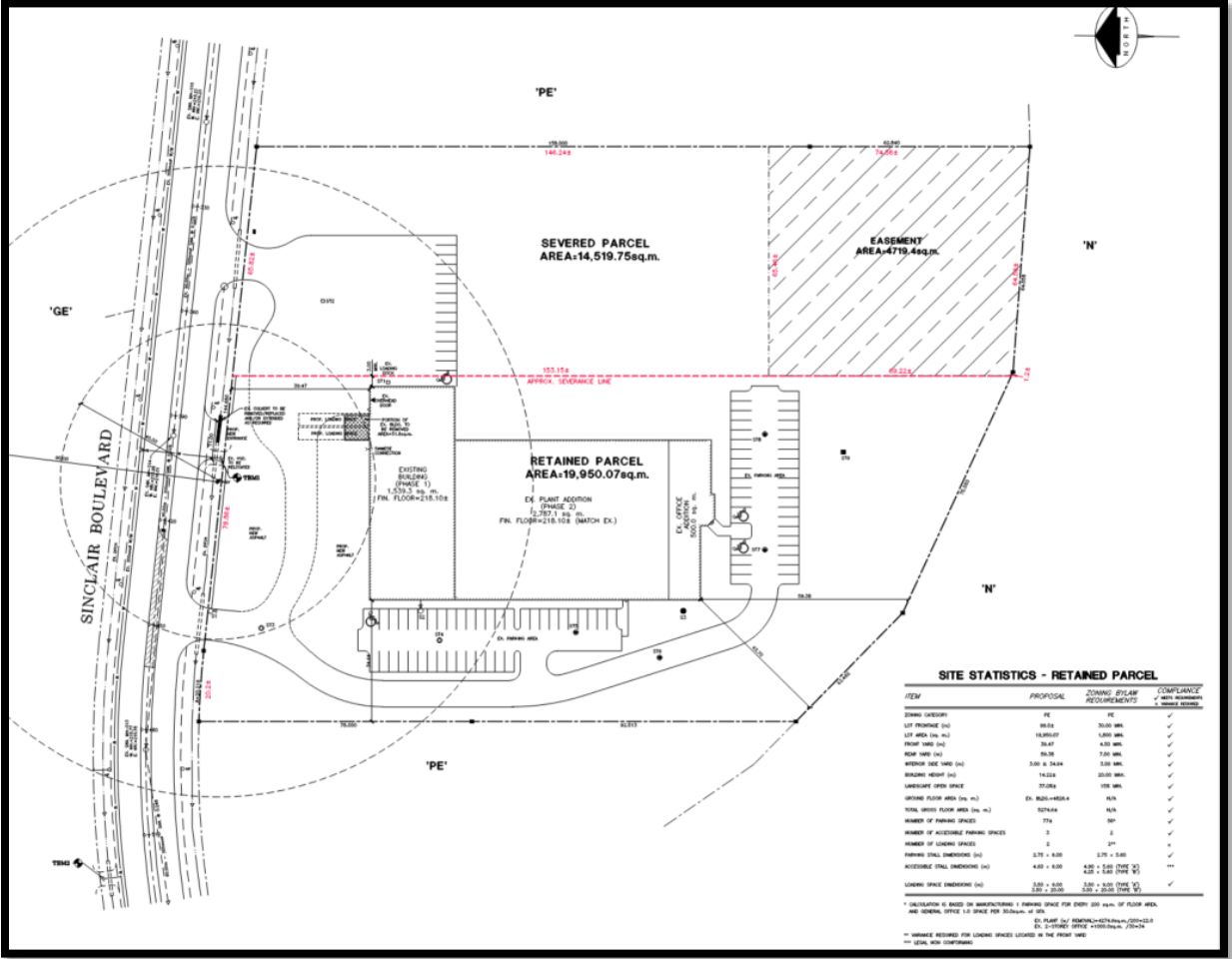
Questions or Information:

Contact Committee of Adjustment Staff (cofa@brantford.ca)

LOCATION MAP
Application: B13-2025 & A19-2025
55 Sinclair Boulevard



Concept Plan





August 8, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET – BRANTFORD, ON, N3T 2J2
TELEPHONE 519-759-4150

**COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE**

File Number: B13-2025
Related File Numbers: A19-2025
Address: 55 Sinclair Boulevard
Roll Number: 2906030019159350000
Agent/Applicant: J.H. Cohoon Engineering Ltd.
Owner: 1001163964 Ontaio Inc. (Daniel Bohner)

In the matter of an application for consent made under Section 53 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

A Consent and Minor Variance application were received for the lands municipally addressed as 55 Sinclair Boulevard. The purpose of the application is to sever the subject lands to facilitate the creation of 1 new industrial lot. The severed lot is proposed to have a lot width of 65.8 m and lot area of 19,239.2 m². The retained lot is proposed to have a lot width of 99.1 m and lot area of 19,950.1 m².

Decision: Provisional Approval

Date: August 6, 2025

THAT consent application B13-2025 to sever a parcel of land from 55 Sinclair Boulevard, having a frontage of 65.8 m and a lot area of 19,239.2 m², and to retain a parcel of land having a frontage of 99.1 m and a lot area of 19,950.1 m², BE APPROVED, subject to the following conditions:

1. Receipt of a registered Reference Plan showing the severed and retained parcel.
2. Receipt of payment for cash-in-lieu of parkland (*amount to be determined in accordance with City of Brantford By-law 139-2022*).
3. Receipt of confirmation that all taxes are paid up to date;
4. Receipt of confirmation that the applicant shall submit to the Secretary-Treasurer a draft of the Transfer deed for review (Upon registration a final copy of the Transfer deed shall be provided to the City).
5. Receipt of confirmation from the Environmental Services Department indicating that their requirements have been satisfied.
6. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that the deposited reference plan showing the severed and retained parcels of land has been received. All required easement footprint should

- be shown to the satisfaction of the Manager of Development Engineering or his/her designate.
7. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that a Wastewater Allocation Request Form has been submitted and approved.
 8. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that a Municipal Numbering Assignment Request Form to assign a municipal address number to the severed and/or retained parcel(s) has been submitted.
 9. The Owner/Applicant shall provide an External Works Plan prepared by a qualified Engineer licensed in the Province of Ontario, to the satisfaction of the Manager of Development Engineering or his/her designate. The External Works Plan shall indicate all required works within the municipal Right of Way required to independently service the severed and retained parcels to municipal standards (Sanitary and Storm Services, Driveways, Boulevard Trees and Sod, Sidewalks, etc.) inclusive of restoration of the municipal right of way back to municipal standards (Removal of excess driveways, replacement of boulevard sod and street trees, etc.) and all other works as may be required external to the proposed site.
 10. The Owner/Applicant shall be responsible financially and otherwise, to provide sanitary and storm sewer connections to a legal outlet for each parcel of land (severed and retained) to ensure each parcel has been independently serviced to the satisfaction of the Manager of Development Engineering or his/her designate.
 11. The Owner/Applicant shall be responsible financially and otherwise, to provide for the restoration of the municipal right of way and all other works as required externally to meet municipal standards (Sidewalk Extensions, Protection of trees, mitigating damage to trees, removal of excess driveways, replacement of sod, etc.) to the satisfaction of the Manager of Development Engineering or his/her designate.
 12. The Owner/Applicant shall provide a Grading and Drainage Plan prepared by a qualified Engineer licensed in the Province of Ontario, to the satisfaction of the Manager of Development Engineering or his/her designate. The Owner/Applicant also must demonstrate that stormwater management can be implemented for the site without impacting adjacent neighboring properties. (i.e. Stormwater connection from the rear, LID options implemented, etc.)
 13. The Owner shall enter into a site plan agreement for the part of 55 Sinclair Blvd that includes the severed lands and the retained lands, that would include but not limited to the construction of servicing the lands independently, landscaping requirements, and any external works upgrades that may be required.
 14. Receipt of confirmation that the Building Department requirements have been met.
 15. Receipt of confirmation that the Grand River Conservation Authority requirements have been met.
 16. That the above conditions be fulfilled and the Certificate of Consent be issued on or before **August 8, 2027**, after which time the consent will lapse

THAT the reasons for approval of the consent application are as follows: the proposed consent has regard for the matters under Section 51(24) of the Planning Act and Staff are satisfied that the proposed development is desirable and compatible with the surrounding area and will not result in adverse impacts on surrounding properties. The application is in conformity with the general intent and policies of the Official Plan and Zoning By-law; and,

THAT pursuant to Sections 53(17) – (18.2) of the Planning Act, R.S.O 1990, c.P.13, the following statement SHALL BE INCLUDED in the Notice of Decision:

“Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Section 5.2 of Report No. 2025-420”.

**Electronically signed by G. Kempa,
Chair/Member**

**Electronically signed by M. Bodnar,
Member**

**Electronically signed by T. Cupoli,
Member**

ABSENT - V. Kershaw, Member

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by M. Simpson,
Member**

**Electronically signed by A. Patel,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca.

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 28, 2025 at 4:30 p.m.**

End of Decision

APPEAL INFORMATION – MINOR VARIANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 45(12) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 45(12) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body that has an interest in the matter” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 45(12) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 45(12) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

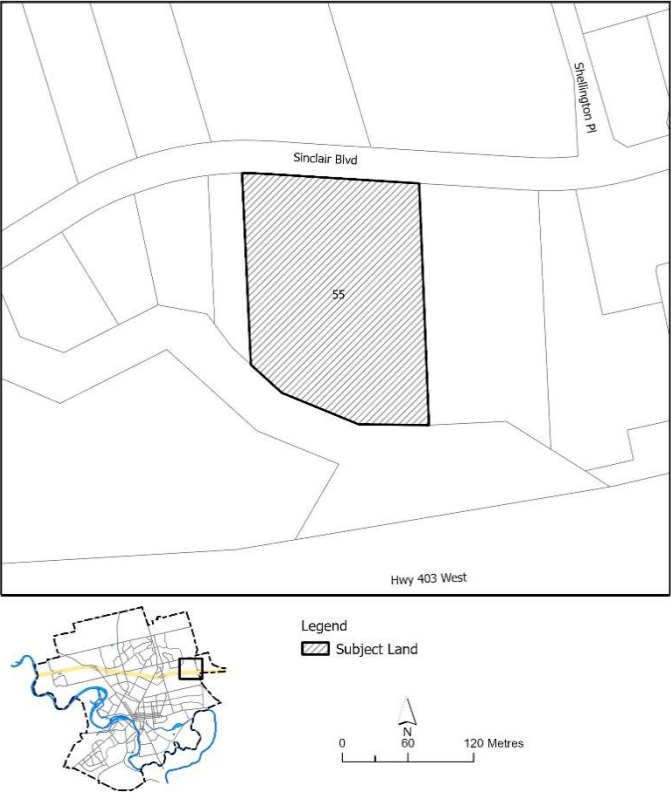
Planning Act Section 45(12) appeals must include:

- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

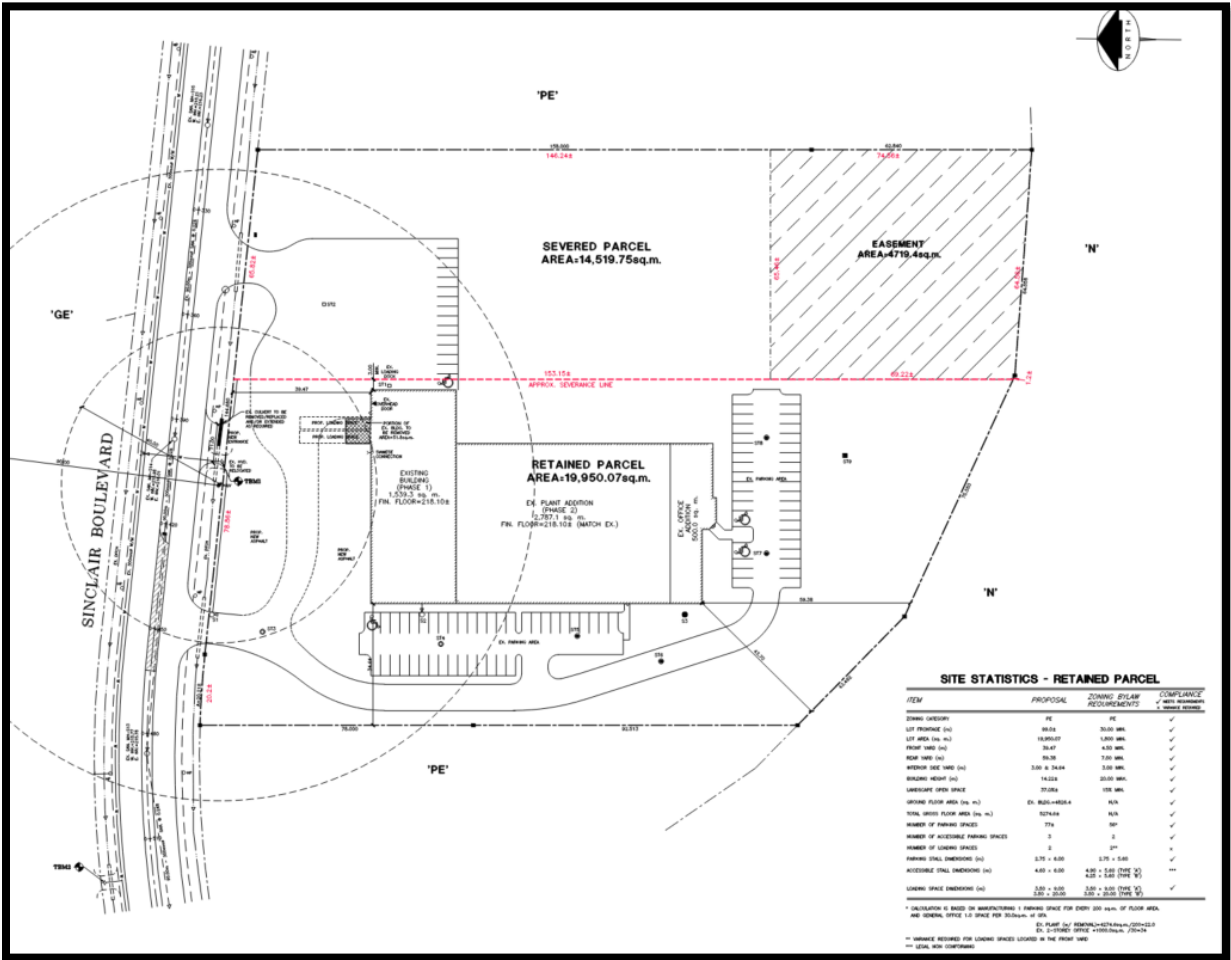
Questions or Information:

Contact Committee of Adjustment Staff (cofa@brantford.ca)

LOCATION MAP
Application: B13-2025 & A19-2025
55 Sinclair Boulevard



Concept Plan





August 7, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET – BRANTFORD, ON, N3T 2J2
TELEPHONE 519-759-4150

COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE

File Number: A20-2025
Related File Numbers: n/a
Address: 32 Terrace Hill Street
Roll Number: 2906020006123000000
Agent/Applicant: Ruchika Angrish
Owner: Branden Eldridge

In the matter of an application for variance made under Section 45 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

A Minor Variance application was received for the lands municipally addressed as 32 Terrace Hill Street. The purpose of the application is to recognize existing conditions and facilitate the conversion of the single detached dwelling into a 3-unit dwelling. The applicant is requesting relief from the following section(s) of Zoning By-law 124-2024:

- Table 7.4.1 Provision 6 - to permit a 0.24 m side yard whereas 0.6 m is otherwise required.

Decision: **Approved**

Date: **August 6, 2025**

THAT minor variance application A20-2025 seeking relief from Section 7.4.1, Table 7.4.1.6 of Zoning By-law 124-2024 to permit a minimum interior side yard of 0.24 m, whereas 0.6 m is otherwise required, BE APPROVED;

THAT the reasons for the approval of the minor variance application are as follows: the proposed variance application is in keeping with the general intent and purpose of the Official Plan and Zoning By-law, the relief requested is considered minor in nature, and desirable for the appropriate development of the subject lands; and,

THAT pursuant to 45(8) – (8.2) of the Planning Act, R.S.O 1990, c.P.13, the following statement SHALL BE INCLUDED in the Notice of Decision: “Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Section 5.2 of Report No. 2025-381”.

**Electronically signed by G. Kempa,
Chair/Member**

**Electronically signed by M. Bodnar,
Member**

**Electronically signed by T. Cupoli,
Member**

ABSENT - V. Kershaw, Member

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by M. Simpson,
Member**

**Electronically signed by A. Patel,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca.

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 26, 2025 at 4:30 p.m.**

End of Decision

APPEAL INFORMATION – MINOR VARIANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 45(12) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 45(12) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body that has an interest in the matter” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 45(12) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 45(12) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

Planning Act Section 45(12) appeals must include:

- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

Questions or Information:

Contact Committee of Adjustment Staff (cofa@brantford.ca)

Application: A20-2025
32 Terrace Hill Street



The site plan shows a rectangular lot bounded by Terrace Hill Street to the north and Main Street to the south. The existing building at 32 Terrace Hill St is shown with its footprint and setbacks. A new dormer is proposed on the roof. The plan includes three parking spaces, a gravel area, and various utility meters and entrances. Dimensions are provided for all key areas.

SITE PLAN LEGEND	NOTES
[Hatched Box] ADJACENT BUILDINGS	PROPERTY DIMENSIONS ACCORDING TO SURVEY DATED JAN 30 2025 FROM TRACULAY WHITE & MUIR. BC/N DESIGNER ASSUMES NO RESPONSIBILITY OF ACCURACY OF SURVEY.
[Dotted Box] CONCRETE / ASPHALT	
[Green Box] LANDSCAPED AREA	
[Brown Box] DECK (EXISTING ON GRADE)	
[Line with Squares] SIDEWALK	ZONING CLASSIFICATION: BC
[Triangle] BUILDING ENTRANCE	LOT AREA = 455SF / 413.8m ²
[Solid Line] EXISTING WOOD FENCE	LOT WIDTH = 37' / 10.66m
[Red Dashed Line] PROPERTY LINE	LOT COVERAGE = 128SF / 117.4m ² / 28.4%
	BUILDING HEIGHT = 1 / 12 STOREYS
	FRONT SETBACK = 3.84m
	SIDE SETBACKS = 0.24m (EAST SIDE), 0.4m (WEST SIDE)
	REAR SETBACK = 21.7m
	GROSS FLOOR AREA = 1299SF / 15m ² MAINT.
	409SF / 34.6m ² UPPER,
	974SF / 90.3m ² BASEMENT
	-LANDSCAPED OPEN SPACE = 1123 SF / 104m ² / 25%
	-FRONT YARD LANDSCAPED OPEN SPACE = 358SF / 33.3m ² / 80%
	-PARKING SPACES = 3 ACCESSIBLE BY PRIVATE LANE
① SITE LEGEND	
1" = 10'-0"	



August 7, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET - BRANTFORD – ON N3T 2J2
TELEPHONE 519-759-4150

COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE

File Number: B14-2025
Related File Numbers: n/a
Address: 575 Conklin Road
Roll Number: 2906010011024600000
Agent/Applicant: Weston Consulting (Kevin Nunn)
Owner: Elite M.D. Developments (Marko Juricic)

In the matter of an application for consent made under Section 53 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

A Consent application was received for the lands municipally addressed as 575 Conklin Road. The purpose of the application is to sever the subject lands to facilitate the creation of a new residential lot. The severed parcel is proposed to have a lot width of 24.3 m and lot area of 2,034.5 m², the retained parcel is proposed to have a lot width of 72.1 m and lot area of 7,876.4 m².

Decision: **Provisional Approval**

Date: **August 6, 2025**

THAT consent application B14-2025 to sever a parcel of land from 575 Conklin Road, having a frontage of 24.3 m and a lot area of 2034.4 m², and to retain a parcel of land having a frontage of 72.1 m and a lot area of 7,876.4 m², BE APPROVED, subject to the following conditions;

1. Receipt of a registered Reference Plan showing the severed and retained parcels,
2. Receipt of payment for cash-in-lieu of parkland (*amount to be determined in accordance with City of Brantford By-law 139-2022*).
3. Receipt of confirmation that all taxes are paid up to date.
4. Receipt of confirmation that the applicant shall submit to the Secretary-Treasurer a draft of the Transfer deed for review (*Upon registration a final copy of the Transfer deed shall be provided to the City*).
5. Receipt of confirmation that any applicable reserve along Conklin Road, free and clear of any encumbrances, as required by the Manager of Development Planning or his/her designate, has been conveyed to the City, at no cost to the municipality, with any costs regarding the transfer being borne by the applicant(s).
6. Receipt of confirmation that the Applicant shall submit to the Secretary-Treasurer drafts of the Transfer Easement documentation for the requested access and maintenance easement for review (upon registration a final copy of the Transfer Easements shall be provided to the City).

7. Receipt of confirmation from the Manager of Planning or their designate that site plan application file no. SPC-07-23 is closed.
8. Receipt of confirmation that a site plan amendment application to amend SPC-46-28 has been applied for and approved, to the satisfaction of the Chief Planner/Director of Planning and Development Services.
9. Receipt of confirmation from the Manager of Environmental Services or their designate, indicating that their requirements have been satisfied.
10. Receipt of an undertaking from the Owners Solicitor that a shared servicing agreement, to the satisfaction of the Manager of Development Engineering, between the severed and retained parcels will be registered on title. The Owner shall agree that the shared servicing agreement, as approved by the Manager of Development Engineering, or their designate, will be the final version to be executed and registered on title.
11. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that the deposited reference plan showing the severed and retained parcels of land, inclusive of delineation of parts on the reference plan sufficient to define private easement locations (as may be necessitated through the shared services agreement or site plan amendment), has been received.
12. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that a Wastewater Allocation Request Form has been submitted and approved.
13. Receipt of confirmation from the Manager of Development Engineering or his/her designate, indicating that a Municipal Numbering Assignment Request Form to assign a municipal address number to the severed and/or retained parcel(s) has been submitted.
14. The Owner/Applicant shall provide an External Works Plan prepared by a qualified Engineer licensed in the Province of Ontario, to the satisfaction of the Manager of Development Engineering or his/her designate. The External Works Plan shall indicate all required works within the municipal Right of Way required to independently service the severed and retained parcels to municipal standards (Sanitary and Storm Services, Driveways, Boulevard Trees and Sod, Sidewalks, etc.) inclusive of restoration of the municipal right of way back to municipal standards (Removal of excess driveways, replacement of boulevard sod and street trees, etc.) and all other works as may be required external to the proposed site.
15. The Owner/Applicant shall be responsible financially and otherwise, to provide sanitary and storm sewer connections to a legal outlet for each parcel of land (severed and retained) to ensure each parcel has been independently serviced to the satisfaction of the Manager of Development Engineering or his/her designate.
16. The Owner/Applicant shall be responsible financially and otherwise, to provide for the restoration of the municipal right of way and all other works as required externally to meet municipal standards (Protection of trees, mitigating damage to trees, removal of excess driveways, replacement of sod, etc.) to the satisfaction of the Manager of Development Engineering or his/her designate.
17. The Owner/Applicant shall provide a Grading and Drainage Plan prepared by a qualified Engineer licensed in the Province of Ontario, to the satisfaction of the Manager of Development Engineering or his/her designate for the severed and retained parcels.
18. The Owner shall amend site plan agreement (Instrument BC422907) and Site Plan Approval (SPC-46-2018) for the retained lands. Amendments to the Engineering reports and drawings are required to reflect the modifications to the design.

assumptions under the original approval as a result of the severance application (SWM Targets for severed and retained parcels, Servicing, etc.). The Owner will be responsible for implementing any required modifications to the severed and retained parcels of land to the satisfaction of the manager of development engineering upon execution of the amended site plan agreement and site plan approval.

- 19. The Owner/Applicant shall be responsible financially and otherwise, to construct Stormwater management infrastructure required to ensure each lot (Severed and Retained), in a post development condition, will achieve the required stormwater management targets for quality and quantity control as initially approved under the Shellard Place Subdivision and subsequently under SPC-46-2018, to the satisfaction of the Manager of Development Engineering or his/her designate.
- 20. That the above conditions be fulfilled and the Certificate of Consent be issued on or before **August 7, 2027**, after which time the consent will lapse.

THAT the reasons for approval of the consent application are as follows: the proposed consent has regard for the matters under Section 51(24) of the Planning Act and Staff are satisfied that the proposed development is desirable and compatible with the surrounding area and will not result in adverse impacts on surrounding properties. The application is in conformity with the general intent and policies of the Official Plan and Zoning By-law; and,

THAT pursuant to Sections 53(17) – (18.2) of the Planning Act, R.S.O 1990, c.P.13, the following statement SHALL BE INCLUDED in the Notice of Decision:

“Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Section 5.2 of Report No. 2025-397”.

**Electronically signed by G. Kempa,
Chair/Member**

OPPOSED - M. Bodnar, Member

**Electronically signed by T. Cupoli,
Member**

**Electronically signed by A. Patel,
Member**

ABSENT - V. Kershaw, Member

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by M. Simpson,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca .

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 27, 2025 at 4:30 p.m.**

END OF DECISION

APPEAL INFORMATION – CONSENTS/SEVERANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 53(19) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 53(19) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 53(19) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the giving of Notice of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 53(19) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

Planning Act Section 53(19) appeals must include:

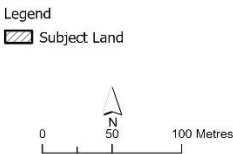
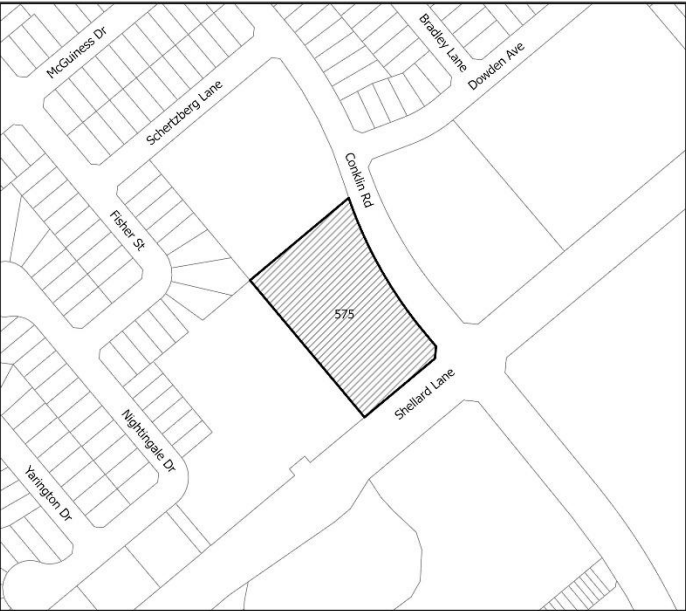
- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

Questions or Information:

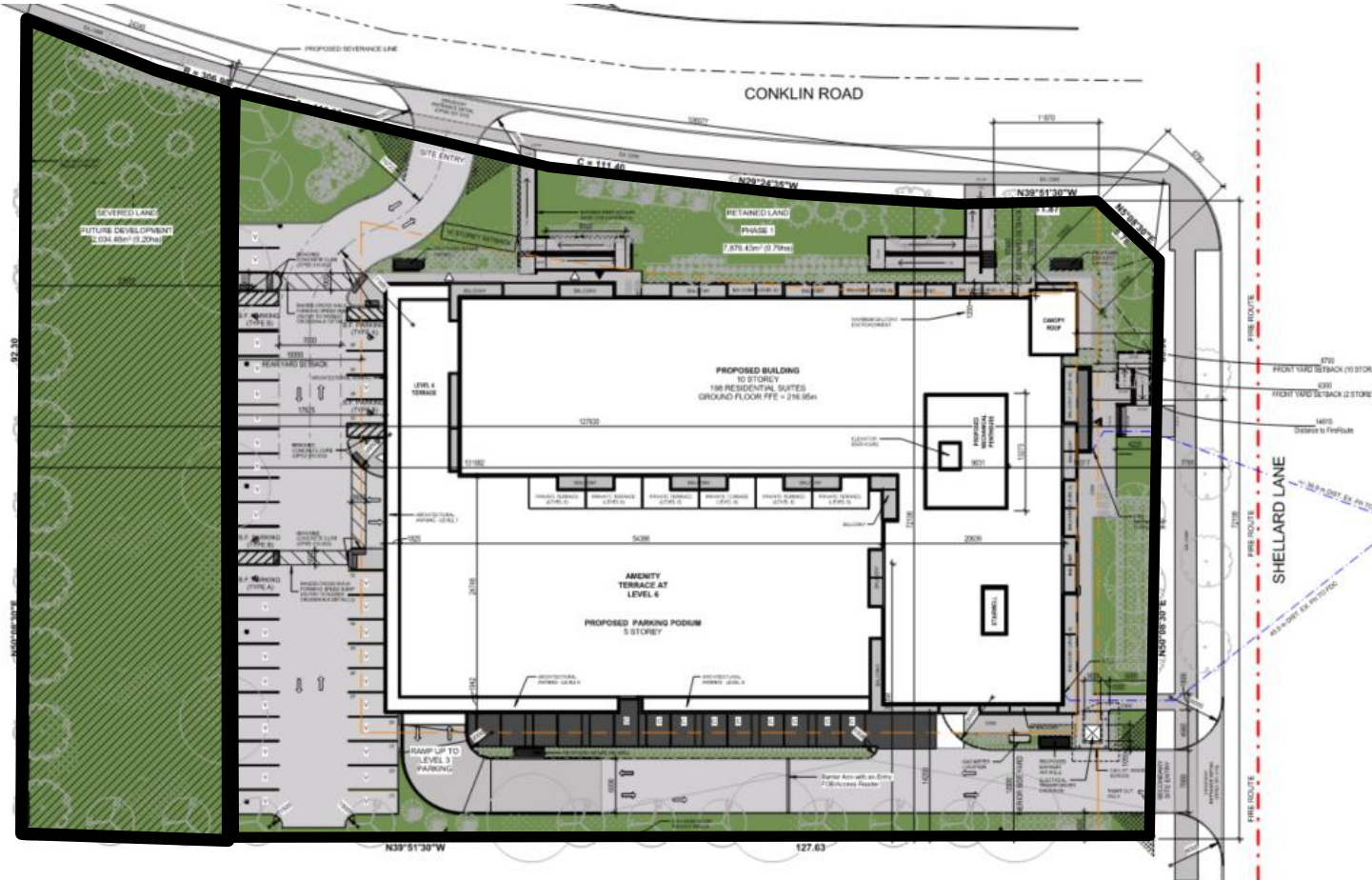
Contact Committee of Adjustment Staff (cofa@brantford.ca)

LOCATION MAP

Application: B14-2025
575 Conklin Road



Concept Plan





August 7, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET – BRANTFORD, ON, N3T 2J2
TELEPHONE 519-759-4150

COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE

File Number: A14-2025
Related File Numbers: n/a
Address: 50 King Street
Roll Number: 2906020004060000000
Agent/Applicant: Paulsan Construction Inc.
Owner: 20 Wellington Corp.

In the matter of an application for variance made under Section 45 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

A Minor Variance application was received for the lands municipally addressed as 50 King Street. The purpose of the application is to facilitate a 1.118 extension of the front lobby space. The applicant is requesting relief from the following section(s) of Zoning By-law 124-2024:

- Section 2.12 b) - to permit an enlargement of the existing legal non-conforming use; and
- Section 5.6.b.ii - to permit a one space parking reduction to accommodate the additional GFA created by the addition.

Decision: **Approved**

Date: **August 6, 2025**

THAT minor variance application A14-2025 seeking relief from Section 2.12b of Zoning By-law 124-2024 to permit a front yard encroachment of 1.11 m for the extension of the front lobby, and seeking relief from Section 5.6.b.ii to permit no additional parking spaces for a general office use, BE APPROVED;

THAT the reasons for the approval of the minor variance application are as follows: the application is desirable for the appropriate development and use of the land, and the application does not result in undue adverse impacts on surrounding properties;

THAT pursuant to 45(8) – (8.2) of the Planning Act, R.S.O 1990, c.P.13, the following statement SHALL BE INCLUDED in the Notice of Decision:

“Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Section 5.2 of Report No. 2025-314”.

**Electronically signed by G. Kempa,
Chair/Member**

**Electronically signed by M. Bodnar,
Member**

**Electronically signed by T. Cupoli,
Member**

ABSENT - V. Kershaw, Member

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by M. Simpson,
Member**

**Electronically signed by A. Patel,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca.

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 26, 2025 at 4:30 p.m.**

End of Decision

APPEAL INFORMATION – MINOR VARIANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 45(12) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 45(12) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body that has an interest in the matter” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 45(12) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 45(12) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

Planning Act Section 45(12) appeals must include:

- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

Questions or Information:

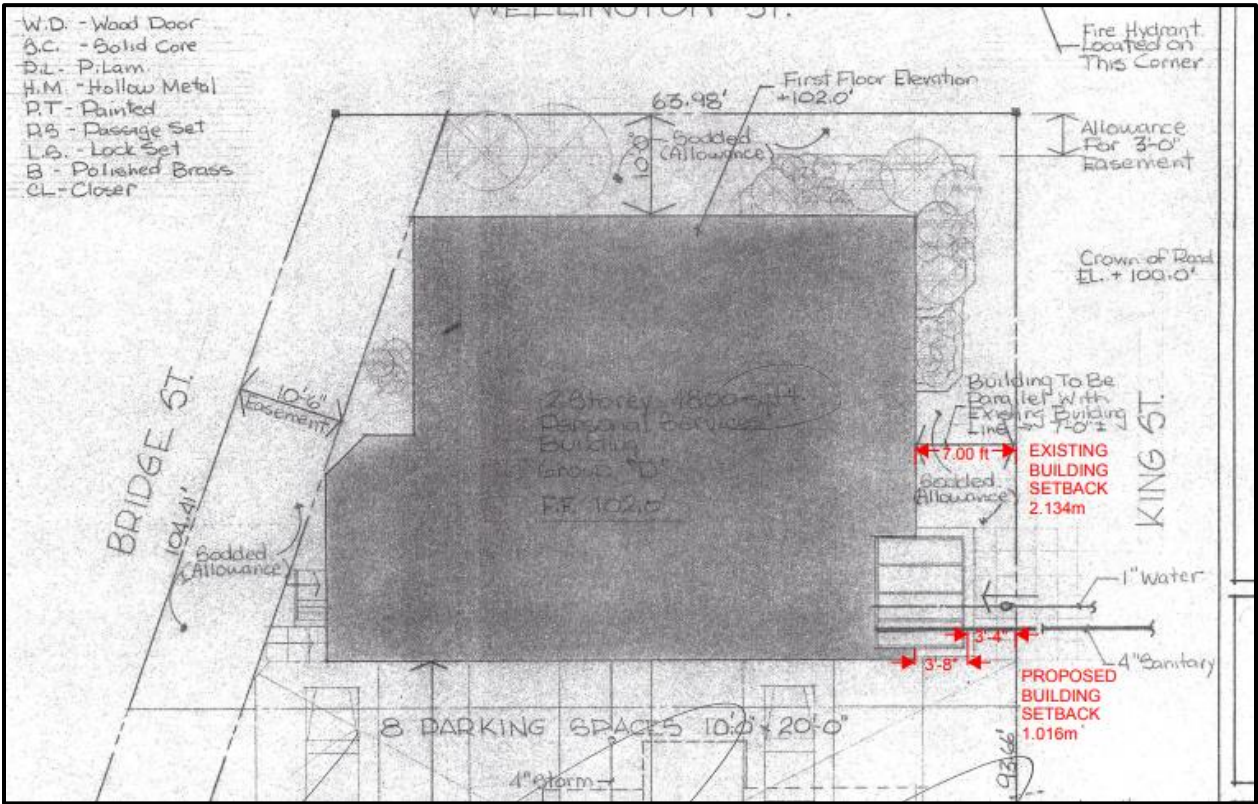
Contact Committee of Adjustment Staff (cofa@brantford.ca)

LOCATION MAP

Application: A14-2025
50 King Street



Concept Plan





August 11, 2025

THE CORPORATION OF THE CITY OF BRANTFORD
CITY HALL – 58 DALHOUSIE STREET – BRANTFORD, ON, N3T 2J2
TELEPHONE 519-759-4150

COMMITTEE OF ADJUSTMENT
DECISION OF THE COMMITTEE

File Number: A33-2025
Related File Numbers: n/a
Address: 504 King George Road
Roll Number: 2906030040338000000
Agent: Courtney Boyd
Owner: Paul Polillo

In the matter of an application for variance made under Section 45 of the *Planning Act*, R.S.O. 1990, Chapter 13 as amended:

Proposal:

The City of Brantford has received a Minor Variance application for the lands municipally known as 504 King George Road. The applicant proposes to construct a single detached dwelling along with two ADUs on the currently vacant property. The ADUs are intended to accommodate agricultural employees. To facilitate the development as proposed, the applicant is requesting relief from the following provisions of Zoning By-law 61-16:

- Section 4.5 (a) - to permit more than one separate accessory building for the use of ADUs, whereas one is otherwise the maximum;
- Section 4.5 (b) - to permit a maximum ADU size of 139 m² whereas 93 m² is otherwise the maximum permitted;
- Section 4.4 (b) - to permit an accessory structure in the front yard whereas it is otherwise not permitted.

Decision: **Deferred**

Date: **August 6, 2025**

**Electronically signed by G. Kempa,
Chair/Member**

**Electronically signed by M. Bodnar,
Member**

**Electronically signed by T. Cupoli,
Member**

ABSENT - V. Kershaw, Member

**Electronically signed by T. Gaskin,
Member**

**Electronically signed by M. Simpson,
Member**

**Electronically signed by A. Patel,
Member**

Certification

I hereby certify that this is a true copy of the original document



K. Pongracz, Secretary-Treasurer

Additional Information

If you require additional information regarding the application, please contact Secretary-Treasurer, Committee of Adjustment, (519)759-4150 CofA@brantford.ca.

Appeal Deadline

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **August 26, 2025 at 4:30 p.m.**

End of Decision

APPEAL INFORMATION – MINOR VARIANCES

1. Who may file an appeal of the Decision of the Committee of Adjustment or Consent Authority?

Please note neighbours and other interested parties not defined are no longer eligible to file Planning Act Section 45(12) appeals. See [Bill 23, More Homes Built Faster Act, 2022](#) for more information.

Planning Act Section 45(12) appeals may be filed by the applicant, the Minister of Municipal Affairs and Housing, a “specified person” (as defined by Planning Act 1(1)), and any “public body that has an interest in the matter” (as defined by Planning Act 1(1)).

2. When must an appeal be received to be considered?

Planning Act Section 45(12) appeals must be received no later than the end of business on the last date of appeal listed on the Notice of Decision. The last date of appeal is 20 days from the date of the Decision. Please see Notice of Decision for exact date and time.

3. Where must the appeal be filed to be considered?

Planning Act Section 45(12) appeals must be received in one of the following formats:

Hardcopy: At City Hall and addressed to the Secretary-Treasurer of the Committee of Adjustment, Brantford City Hall, 58 Dalhousie Street, Brantford ON N3T 2J2. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of second-hand mailing will be time barred and of no effect.

Electronic copy: By email delivered to cofa@brantford.ca. Do not address appeals to any other departments or locations. Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly addressed emails will be time barred and of no effect. If the information submitted will include large file sizes not able to be sent in one email, please contact cofa@brantford.ca in advance to request a file sharing link.

E-file Portal: By filing an appeal through the OLT E-file Portal at <https://olt.gov.on.ca/e-file-service/> to **Brantford (City) – Secretary-Treasurer**” (select appropriate approval body as outlined on the Notice of Decision) (first-time users will need to register for a My Ontario Account). Appeals received by the office of the Committee of Adjustment after the last date of appeal because of incorrectly chosen approval authority will be time barred and of no effect.

Please note only one of the above options needs to be completed. If your preferred method of appeal is not available at the time of appeal, the appeal must be filed with one of the other two options. Appeals received after the date of appeal because of one of the methods being unavailable will be time barred and of no effect.

4. What information must be submitted for the appeal to be considered?

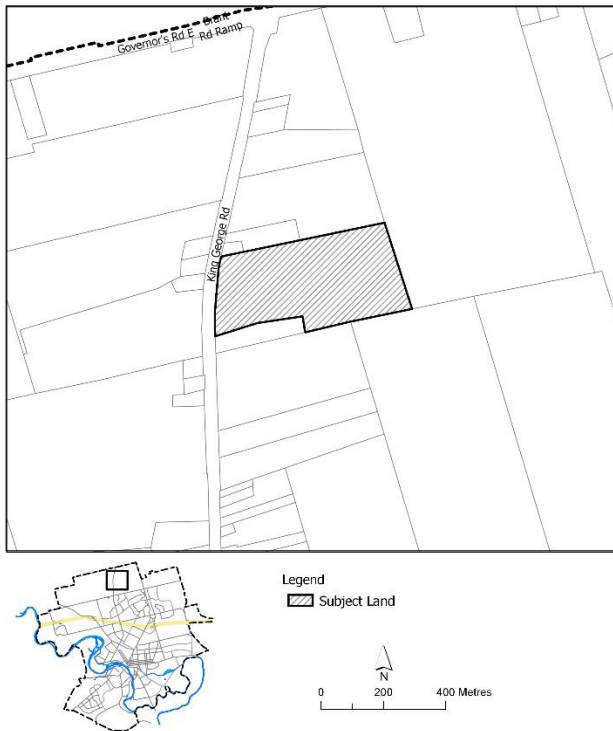
Planning Act Section 45(12) appeals must include:

- Notice of appeal, the Ontario Land Tribunal (OLT) Appeal Form - this can be found by contacting Committee of Adjustment staff at Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2 or at the OLT website <https://olt.gov.on.ca/forms-submissions/>, a cover letter, etc. may also be submitted if there is not sufficient room in the form;
- Filing fee: The appeal fee of \$400.00 can be paid online through e-file or by certified cheque/money order payable to the Minister of Finance, Province of Ontario.
- All other information as required by the Appeal Form.
- All notices of appeal shall be accompanied by a **\$705.00** administrative fee made payable to the Corporation of the City of Brantford, and forwarded to Brantford City Hall, 58 Dalhousie Street Brantford ON N3T 2J2.

Questions or Information:

Contact Committee of Adjustment Staff (cofa@brantford.ca)

Application: A33-2024
504 King George Street



Concept Plan

