



May 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:** A06-2025  
**Related File Numbers:** N/A  
**Address:** 70 Lawrence Street  
**Roll Number:** 2906020008165000000  
**Applicant/Agent:** Michael Dwyer  
**Owner:** Darius Tymejczyk

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 70 Lawrence Street. The purpose of the application is to facilitate an attached Additional Dwelling Unit. The applicant is requesting relief from the following section(s) of Zoning By-law 124-2024:

- Section 7.4.1 - Table 7.4.1 Provision 5 - to permit a minimum rear yard of 5.17 m whereas 7.5 m is otherwise required.

**Decision:** **Approved**

**Date:** **May 7, 2025**

THAT minor variance application A06-2025 seeking relief from Section 7.4.1 Table 7.4.1 Provision 5 of Zoning By-law 124-2024 to permit a minimum rear yard of 5.1 m, whereas 7.5 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. 2025-229”.*

**ABSENT - G. Kempa, Chair/Member**

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

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

**Electronically signed by V. Kershaw,  
Member**

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

**Electronically signed by M. Simpson,  
Acting Chair/Member**

**ABSENT - 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](mailto:CofA@brantford.ca).

## **Appeal Deadline**

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **May 27, 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.

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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?

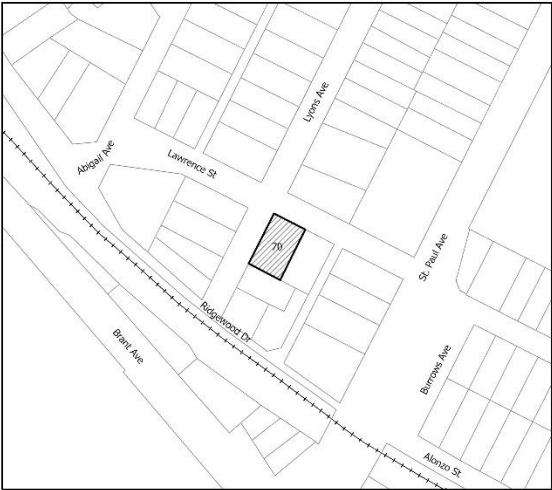
Planning Act Section 45(12) appeals must include:

- 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](mailto:cofa@brantford.ca))

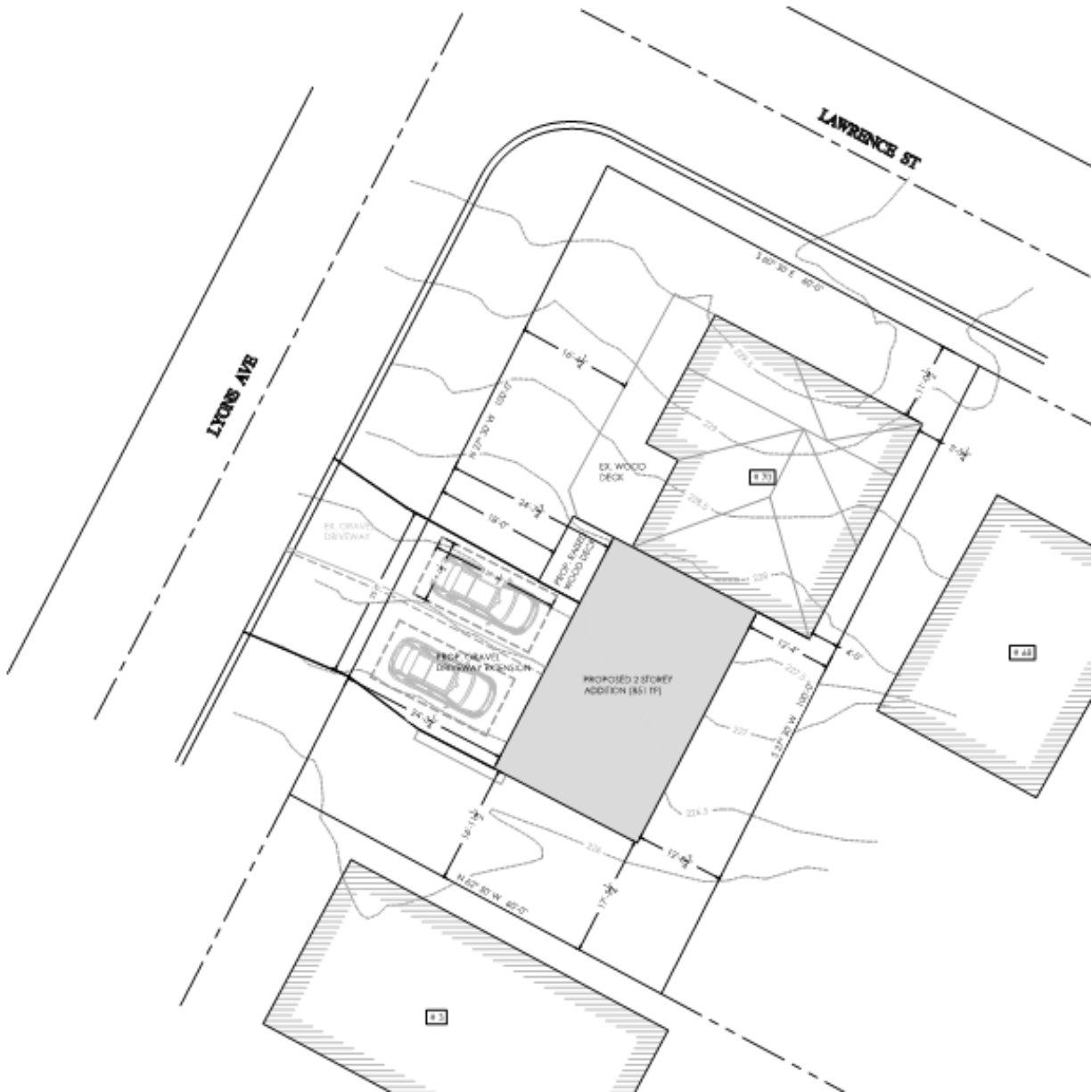
**LOCATION MAP**  
Application: A06-2025  
70 Lawrence Street



Legend  
Subject Land



**Concept Plan**





May 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:** A07-2025  
**Related File Numbers:** N/A  
**Address:** 19 Mercer Avenue  
**Roll Number:** 2906010011037810000  
**Agent/Agent/Owner:** Chiranjeet Ghuroo

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 19 Mercer Avenue. The purpose of the application is to address an existing fence height deficiency. The applicant is requesting relief from the following section(s) of Municipal Code Chapter 438 (Fence By-law):

- 438.4.3 to permit a maximum fence height of 2.38 m, whereas 2.2 m is otherwise permitted.

**Decision:** **Approved**

**Date:** **May 7, 2025**

THAT minor variance application A07-2025 seeking relief from Section 438.4.3 of Municipal Code 438 (Fence By-law) to permit a maximum height of 2.4 m, whereas 2.2 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. 2025-214”.*

**ABSENT - G. Kempa, Chair/Member**

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

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

**Electronically signed by V. Kershaw,  
Member**

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

**Electronically signed by M. Simpson,  
Acting Chair/Member**

**ABSENT - 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](mailto:CofA@brantford.ca).

## **Appeal Deadline**

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **May 27, 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.

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#### 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.

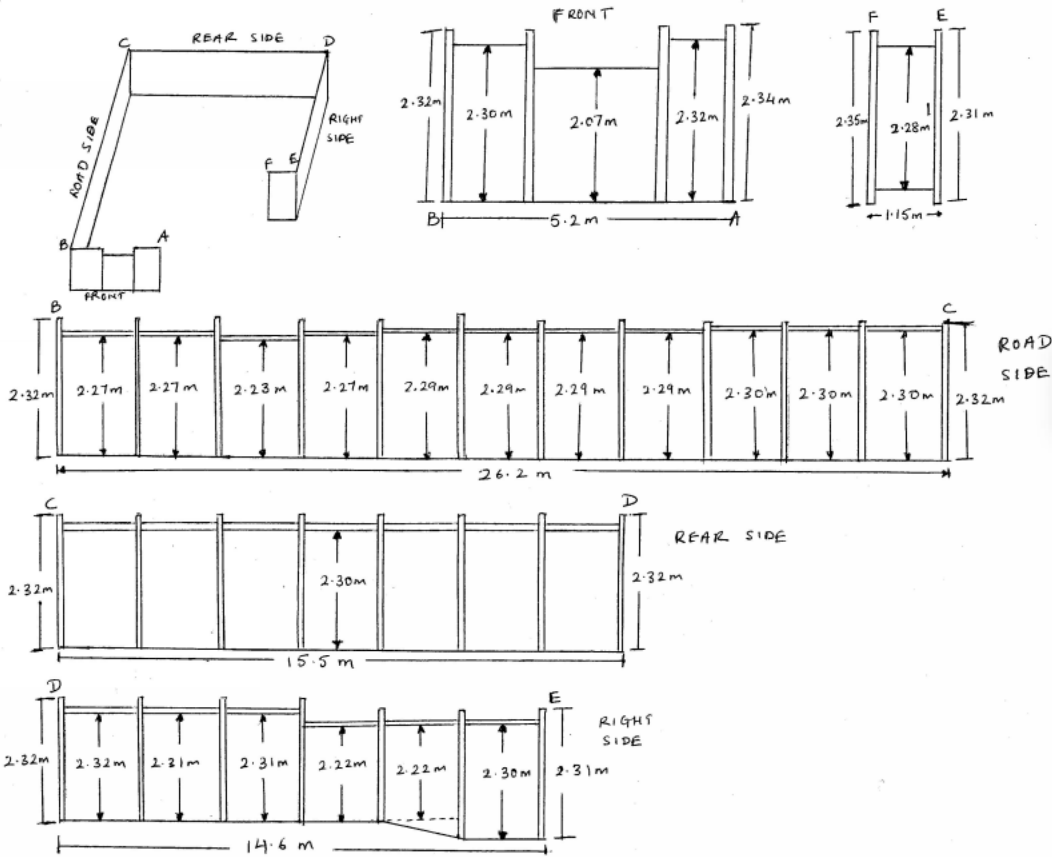
Questions or Information:

Contact Committee of Adjustment Staff ([cofa@brantford.ca](mailto:cofa@brantford.ca))

LOCATION MAP  
Application: A07-2025  
19 Mercer Avenue



Concept Plan





May 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:** A08-2025  
**Related File Numbers:** n/a  
**Address:** 11 Ontario Street  
**Roll Number:** 2906050003039000000  
**Applicant/Agent:** J.H. Cohoon Engineering Ltd.  
**Owner:** Mayberry Homes (Mike Quattrociocchi)

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 has been received for the lands municipally addressed as 11 Ontario Street. The purpose of the minor variance is to facilitate the construction of a single detached residential dwelling. The applicant is requesting relief from the following section(s) of Zoning By-law 124-2024:

- Section 7.4.1 Table 7.4.1: to permit a rear yard of 4.27m, whereas 7.5m is otherwise the permitted minimum.

**Decision:** **Approved**

**Date:** **May 7, 2025**

THAT minor variance application A08-2025 seeking relief from Section 7.4.1 of Zoning By-law 124-2024 to permit a rear yard of 4.27m whereas 7.5m is otherwise the permitted minimum, 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. 2025-239”.*

**ABSENT - G. Kempa, Chair/Member**

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

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

**Electronically signed by V. Kershaw,  
Member**

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

**Electronically signed by M. Simpson,  
Acting Chair/Member**

**ABSENT - 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](mailto:CofA@brantford.ca).

## **Appeal Deadline**

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **May 27, 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?

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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.

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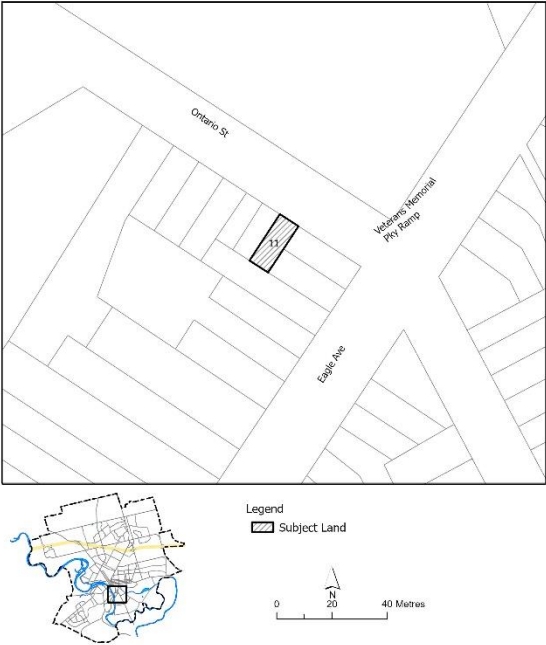
Planning Act Section 45(12) appeals must include:

- 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](mailto:cofa@brantford.ca))

**LOCATION MAP**  
Application: A08-2025  
11 Ontario Street



**Concept Plan**

Site plan for 1905 1st Avenue, showing the proposed residence, existing structures, and surrounding property lines. The plan includes dimensions for the proposed residence (5.79 x 10.97), wood deck (9.14 x 4.31), and various setbacks and easements. Key features include the 'EX. RESIDENCE (TO BE DEMOLISHED)', 'WOOD DECK', 'MAPLE TREE', and 'BOARD FENCE'. Dimensions are provided in feet and inches.





May 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:** B05-2025  
**Related File Numbers:** n/a  
**Address:** 46 Dundee Street  
**Roll Number:** 2906030008090000000  
**Agent:** HAB Creative Housing (Mustafa AL-Haboobi)  
**Applicant:** Fred Rossi  
**Owner:** Rebecca Joh

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 has been received for the lands municipally addressed as 46 Dundee Street. The purpose of the consent application is to sever 98.9 m<sup>2</sup> at the rear of the subject lands and convey the severed lands to 437 St Paul Avenue. The additional lands provided to 437 St Paul Avenue will aid in snow storage.

**Decision:** **Provisional Approval**

**Date:** **May 7, 2025**

THAT consent application B05-2025 to sever a parcel of land having an area of approximately 98.9m<sup>2</sup> from 46 Dundee and transferred to 437 St Paul Avenue, BE APPROVED, subject to the following conditions:

1. Receipt of a registered Reference Plan showing the severed and retained parcels.
2. Receipt of confirmation that all taxes are paid up to date.
3. 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*).
4. Receipt of confirmation from the Applicant's solicitor that Section 50(3) or 50(5) of the *Planning Act* shall apply to any subsequent conveyance or transaction of or in relation to the parcel of land being the subject of this consent. Therefore, the Solicitor acting in the transfer will provide a letter of undertaking confirming that the severed lands will be merged in title with the property municipally addressed as 437 St Paul Avenue.
5. 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.

6. 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 must demonstrate that the stormwater/snow runoff for the receiving lands will not impact the retained parcels property.
7. That the above conditions be fulfilled and the Certificate of Consent be issued on or before **May 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 Section 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. 2025-255”.*

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

**Electronically signed by 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](mailto:CofA@brantford.ca) .

## **Appeal Deadline**

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **May 28, 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.

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#### 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;
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Questions or Information:

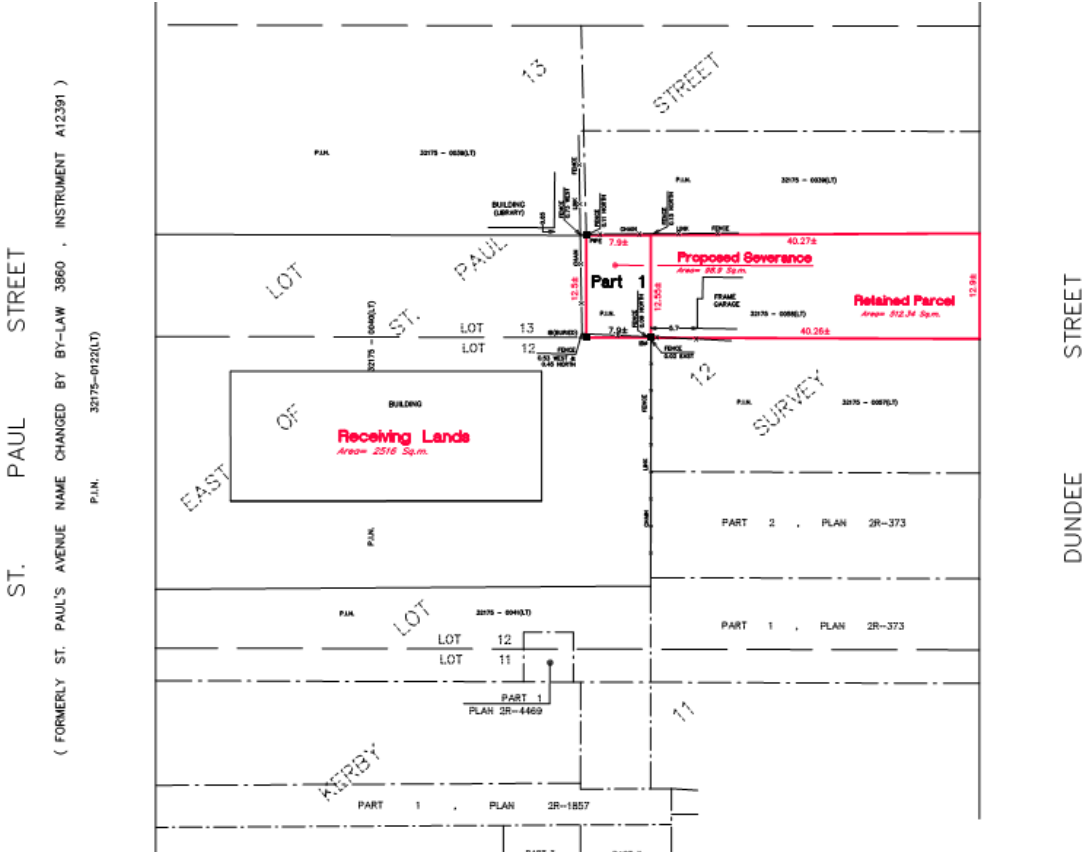
Contact Committee of Adjustment Staff ([cofa@brantford.ca](mailto:cofa@brantford.ca))

LOCATION MAP

Application: B05-2025  
46 Dundee Street conveyance to 437 St Paul Avenue



Concept Plan





May 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:** B04-2025  
**Related File Numbers:** B03-2025  
**Address:** 105-109 Winniott Street  
**Roll Number:** 2906010007152500000  
**Applicant/Agent:** J.H. Cohoon Engineering Ltd.  
**Owner:** Mark Cioci

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:**

Two consent applications have been received for the lands municipally addressed as 105-109 Winniott Street. The purpose of the consent applications is to sever the subject lands into three parcels to facilitate the individual sale of the 3 townhouse units that are currently under construction on the parcel.

Unit 1 (Retained Lands) will have a lot area of 287.8 m<sup>2</sup>, and a lot width of 7.12m;

Unit 2 (Severed Lot 1) will have a lot area of 240.2m<sup>2</sup>, and a lot width of 6.0m; and

Unit 3 (Severed Lot 2) will have a lot area of 280.6m<sup>2</sup>, and a lot width of 7.0m.

(Note: an access easement is being proposed over Unit 1 to provide rear yard access to Unit 2.)

**Decision:** **Provisional Approval**

**Date:** **May 7, 2025**

THAT the Conditions of Consent for application B04-2025 –105-109 Winniott Street previously adopted on April 23 2025, BE AMENDED to the following:

1. Receipt of a registered Reference Plan showing the severed and retained parcels, and any applicable easements.
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 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.

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. 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.
9. 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.
10. 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.
11. 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.
12. The Owner will be required to obtain a Water Service Connection Permit for each new service and pay all applicable fees prior to commencing any work to connect the new water service; the City will complete the inspection of all connections to City watermains;
13. The Owner must provide a separate service line for each severed parcel. Only one (1) service will be permitted to each property at its frontage.
14. The Owner will be required to provide detailed servicing plans for review and comment to confirm the location of the existing water service resides within the parcel that it will serve and the location of the proposed services.
15. All internal plumbing must be contained to the unit that it serves.
16. That the above conditions be fulfilled and the Certificate of Consent be issued on or before **April 24<sup>th</sup>, 2027**, after which time the consent will lapse.

THAT the Change of Conditions as herein granted be deemed minor requiring no further written notice pursuant to Section 53(26) of the *Planning Act*, R.S.O. 1990, P.13.

**ABSENT - G. Kempa, Chair/Member**

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

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

**ABSENT - A. Patel, Member**

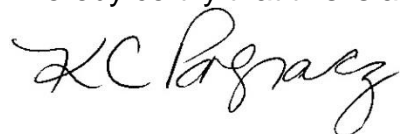
**Electronically signed by V. Kershaw,  
Member**

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

**Electronically signed by M. Simpson,  
Acting Chair/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](mailto:CofA@brantford.ca) .

## **Appeal Deadline**

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is **May 28, 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](mailto: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](mailto: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)

B03-2025 & B04-2025  
105-109 Winniett Street



## Concept Plan

