



**CITY OF ORILLIA
COMMITTEE OF ADJUSTMENT MINUTES**

HEARING MINUTES
COMMITTEE OF ADJUSTMENT
HEARING OF
August 19, 2026

The August hearing of the City of Orillia Committee of Adjustment was held on August 19, 2026 by virtual meeting with the following in attendance:

Kelly Smith (Chair)
Pete Bowen, Committee Member
Ian Gordon, Committee Member
Ali Chapple, Senior Planner
Sue McCormick, Acting Secretary-Treasurer

1. Introduction by the Secretary-Treasurer

2. Opening of Hearing:

The hearing was called to order at 9:15 a.m.

3. Approval of Agenda:

**044-26 Moved by: Pete Bowen
 Seconded by: Ian Gordon**

That the Agenda for the August 19, 2026, be approved.

Carried

4. Confirmation of Minutes of the June 17, 2026 Hearing:

**045-26 Moved by: Ian Gordon
 Seconded by: Pete Bowen**

That the Minutes of June 17, 2026 be approved.

Carried

5. Confirmation of Minutes of the June 22, 2026 Hearing:

**046-26 Moved by: Pete Bowen
 Seconded by: Ian Gordon**

That the Minutes of June 22, 2026 be approved.

Carried

6. Notification of Pecuniary Interest:

None

7. Manner in which Notice was provided:

The Secretary-Treasurer described the Committee of Adjustment procedures for the Hearing.

8. Applications:

8.1 A09-26 - 245 Bay Street

In attendance: Howard Lee, Owner

The Secretary-Treasurer read all correspondence received relative to the application.

Proposal:

The purpose of the proposed variance is to construct a new one-storey Detached Accessory Structure (garage only) with a ground floor of 81 m², exceeding the Zoning By-law maximum ground floor area for a Detached Accessory Structure of 68 m², requiring a variance of 13 m². Under this request, no portion of the garage proposes an accessory dwelling unit.

Comments from the Public:

None

Comments from Departments/Agencies:

The Engineering Division has no comments or conditions.

Staff Report:

Planning Division recommends approval of the application with conditions.

Owner/Applicant's Comments:

Mr. Lee addressed the Committee and advised of the reasons for the reconsideration of the previous proposal to add an Additional Dwelling unit being mainly the cost.

Public Comments (at hearing):

None

Committee Comments

None

**047-26 Moved by: Pete Bowen
 Seconded by: Ian Gordon**

That Application A09-26 – 245 Bay Street be approved with conditions, as per the Decision.

Carried

**048-26 Moved by: Ian Gordon
 Seconded by: Pete Bowen**

That the Reasons for Approval are as follows:

1. The proposal maintains the general intent and purpose of the Official Plan as it is subordinate to the main use, compatible with the surrounding residential uses, maintains the established neighbourhood character, and does not create adverse impacts;
2. The variance maintains the general intent and purpose of the City's Zoning By-law, as the size of the lot, the proposed accessory structure (garage) preserves the subordinate nature and ensures compatibility with the surrounding residential context;
3. The variance is desirable for the appropriate development and use of the land, as the proposal represents a reasonable accessory residential use on a large lot that can accommodate the development while maintaining appropriate setbacks, low lot coverage, and compatibility with surrounding properties; and
4. The variance is minor in nature, as the proposal does not result in adverse impacts related to privacy, overlook, shadowing, visual dominance, or overdevelopment.
5. The Committee of Adjustment previously considered a detached Additional Dwelling Unit on the subject property under Decisions A05-25 and A11-25, which were both subsequently approved at their respective hearings (April 16, 2025 and August 20, 2025). The current application (A09-26) seeks approval for a revised design that reduces the overall scale of the previously approved proposal, removal of the dwelling unit and for a detached Accessory Structure – Garage - only. While the revised design continues to require minor variance relief, it represents a less intensive form of development than the proposal previously authorized by the Committee. As such, the revised proposal remains appropriate and is consistent with the Committee's previous decisions.

Carried

9. Correspondence/Other Business:

None

10. Adjournment:

**049-26 Moved by: Ian Gordon
 Seconded by: Pete Bowen**

We now adjourn at 9:32 a.m.

Carried

The Committee will reconvene at 4:30 p.m. on August 27, 2026.



Kelly Smith, Chair

Sue McCormick, Acting Secretary-
Treasurer