



THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
COMMITTEE OF ADJUSTMENT
AGENDA

Wednesday, January 29, 2025, 6:30 p.m.
Caistor Community Centre (Abingdon Hall)
9184 Silver St, Caistor Centre, Ontario

	Pages
1. CHAIR The Chair will call to Order the evening's proceedings.	
2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST	
3. REQUEST FOR WITHDRAWAL AND/OR ADJOURNMENT Not applicable	
4. APPLICATIONS a. Not applicable	
5. MINUTES FOR APPROVAL a. Wednesday December 11th, 2024	2
6. NEW BUSINESS a. Vote - 2025 Chair b. Vote - Vice Chair c. Approve - Schedule of Hearings d. Approve - Schedule of Members Sitting	6 7
7. ADJOURNMENT That, this Committee does now adjourn at the hour of _____ pm	

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
COMMITTEE OF ADJUSTMENT MINUTES**

December 11, 2024 at 7:00 p.m.

Present Members:

Deborah Coon-Petersen (Chair)

Peggy Cook (Sitting member)

Kim Willis (Sitting member)

Staff:

Gerrit Boerema, Acting Director of Planning and Building

Stephanie Pouliot, Secretary/Treasurer to the Committee of Adjustment

Public: Craig Riesebosch

Cheryl Sollazzo

John Sollazzo

Jeff Topp

1. CHAIR

The meeting was called into Order at 6:59 pm.

2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST

There were none at this time.

3. REQUEST FOR WITHDRAWAL AND/OR ADJOURNMENT

There were no requests at this time.

4.a) [A24/2024WL– John and Cheryl Sollazzo \(Agent, Craig Riesebosch – RieseCorp Services Inc.\)](#)

Property Address: 2286 Caistor Centre Road

Acting Director of Planning and Building, Mr. Boerema provided the presentation overview of the application and showed the site plan of the proposed on the overhead projectors.

Ms. Pouliot noted that there was a public comment that was received earlier in the day from an abutting neighbour and read the comments into the record as follows: "In regards to the variance application. If the bylaw suggests a setback of 7.5 metres then the bylaw should be upheld. If you do for one, you do for all. Thanks Patricia Reilly"

Chair Coon-Petersen asked if the owners or agent are present and if they would like to address the Committee?

The agent, Mr. Riesebosch took oath and noted that they tried to position the garage in a location not too close to the property lines but it was difficult with the shape of the property. Mr. Riesebosch noted that the reason for the shape of the building was designed so the owners can enjoy the view of their property including the view of the pond and to minimize the impact of the building on the property. Mr. Riesebosch also mentioned that with the location of the old garage, it was a difficult angle to park vehicles in the building so it made more sense to proposed the location where they can drive directly into the garage. Mr. Riesebosch asked the Committee if they had any questions for them?

Chair Coon-Petersen asked the sitting members if they have any questions?

No questions or comments from sitting members.

Chair Coon-Petersen asked if anyone present in the gallery would like to comment on the application?

Public member, Mr. Topp took oath and mentioned that he lives next door and that eight years ago he helped the owners get the approval for their existing garage. Mr. Topp noted that the current garage which is 2 feet away from his property was required to have a fire wall and asked whether this new building will have to have fire rating for this size of building?

Acting Director of Planning and Building, Mr. Boerema responded that this building will have to get a building permit and building staff can comment on the fire rating requirement. The agent is also present who may know.

The owner, Mr. Sollazzo took oath and noted that they will deal with the fire rating requirement with the building inspector at the time of the permit.

The agent, Mr. Riesebosch responded that off the top of his head it might be a minimum of a 45-minute fire rating but advised that they will ensure the building meets the Ontario Building Code requirements.

Acting Director of Planning and Building, Mr. Boerema noted that the fire rating is a building code requirement and is separate from the variance being requested this evening from the Township's Zoning Bylaw. Staff do not feel like there would be an issue to build this building in accordance to the Ontario Building Code at the proposed 2 metres.

Chair Coon-Petersen asked the sitting members again whether they have any questions?

No questions or comments from sitting members.

Chair Coon-Petersen noted that it is time for a motion.

Member Willis motioned to approve the application.

Member Cook seconded. Carried .

Secretary Ms. Pouliot noted the last day for filing an appeal for Minor Variance is 20 days from the decision date, being 20 days from today, and that through recent changes to the Planning Act, there are limitations on who can appeal a decision.

5. MINUTES FOR APPROVAL

Secretary Ms. Pouliot noted that it is time for a motion for the November 27th set of minutes.

- a. [November 27th, 2024 Committee of Adjustment Hearing Minutes](#)

Member Willis motioned to approve.

Member Cook seconded. Carried .

Secretary Ms. Pouliot noted that it is time for a motion for the August 28th set of minutes.

- b. [August 28th, 2024 Committee of Adjustment Hearing Minutes](#)

Chair Coon Petersen motioned to approve.

Member Willis seconded. Carried .

Secretary Ms. Pouliot noted that it is time for a motion for the June 26th set of minutes.

c. [June 26th, 2024 Committee of Adjustment Hearing Minutes](#)

Member Cook motioned to approve.

Chair Coon-Petersen seconded. Carried .

6. NEW BUSINESS

There was no new business brought forward by members of the Committee or staff.

7. ADJOURNMENT

That, this Committee does now adjourn at the hour of 7:25 pm.

Chair Coon-Petersen motioned to adjourn.

DEBORAH COON-PETERSEN,
CHAIR

JENI FISHER,
ASSISTANT SECRETARY-TREASURER

**COMMITTEE OF ADJUSTMENT
SCHEDULE OF HEARINGS FOR 2024
(ALL HEARINGS BEGIN AT 7:00 PM)
Last Updated: November 19th 2024**

Cutoff Dates For both Consents & Minor Variance	Hearing Date
Friday, December 20, 2024	January 29, 2025 (AGM from 6:30-7pm)
Friday, January 24, 2025	February 26, 2025
Friday, February 21, 2025	March 26, 2025
Friday, March 28, 2025	April 30, 2025
Friday, April 25, 2025	May 28, 2025
Friday, May 23, 2025	June 25, 2025
Friday, June 27, 2025	July 30, 2025
Friday, July 25, 2025	August 27, 2025
Friday, August 22, 2025	September 24, 2025
Friday, September 26, 2025	October 29, 2025
Friday, October 24, 2025	November 26, 2025
Friday, November 7, 2025	December 10, 2025
Friday, December 19, 2025	January 28, 2026
Friday, January 23, 2026	February 25, 2026

**COMMITTEE OF ADJUSTMENT
SCHEDULE OF MEMBERS SITTING FOR 2025**

<u>Hearing Date</u>	<u>Members Scheduled</u>
January 29, 2025	1, 2, 3 (sitting) 1,2,3,4,5 AGM
February 26, 2025	2,3,5
March 26, 2025	1,4,5
April 30, 2025	2,3,5
May 28, 2025	1,4,5
June 25, 2025	2,3,4
July 30, 2025	1,4,5
August 27, 2025	2,3,4
September 24, 2025	1,3,5
October 29, 2025	2,1,4
November 26, 2025	1,3,5
December 10, 2025	2,4,5
January 28, 2026	TBD
February 25, 2026	TBD

- #1 2025 _____ (2024 PETER FORSBERG)
- #2 2025 _____ (2024 DEBORAH COON-PETERSEN)
- #3 2025 _____ (2024 BONNIE BAARDA)
- #4 2025 _____ (2024 KIM WILLIS)
- #5 2025 _____ (2024 PEGGY COOK)

Please note that when both the Chair and Vice Chair are sitting the number listed first in the order will be the Chair for the Hearing.

**** Last Revised on November 18, 2024**