

**TOWNSHIP OF ESSA  
COMMITTEE OF ADJUSTMENT**

**AGENDA  
September 26<sup>th</sup>, 2025 - 10:00 a.m.**

**Council Chambers  
Chair to open the meeting.**

**1. DISCLOSURE OF INTEREST:**

**2. MINUTES:**

Committee to accept Minutes from the June 27<sup>th</sup>, 2025, Meeting. See attached.

**3. APPLICATIONS:**

- |     |   |  |
|-----|---|--|
| i)  | <b>A11-25<br/>8708 6<sup>th</sup> Line<br/>Description:</b>           | <b>Kenneth Dylan Thompson</b><br><i>Minor Variance</i><br>The applicant is seeking relief from Section 17 of Essa Township's Zoning By-law 2003-50 which stipulates that the minimum front yard setback for accessory buildings and structures is 7.5 m. The applicant is proposing to build a new deck and reduce this setback to 6.5 m.<br><br><b>Zoning: Residential, Low Density, Detached (R1) Zone</b>   |
| ii) | <b>B7-25<br/>8253 &amp; 8243 8<sup>th</sup> Line<br/>Description:</b> | <b>Betty Jo McCabe &amp; Dave Lee</b><br><i>Lot Line Adjustment</i><br>The applicant is seeking a consent for a Lot Line Adjustment between properties known as 8253 8 <sup>th</sup> Line and 8243 8 <sup>th</sup> Line. The applicant is proposing to transfer lands between both properties resulting in a new lot area of 3.1362 hectares (31,362m <sup>2</sup> ) for the property known as 8253 8 <sup>th</sup> line, and a new lot area of 0.3262 hectares (3,262m <sup>2</sup> ) for the property known as 8243 8 <sup>th</sup> Line.<br><br><b>Zoning: Agricultural (A)</b> |

iii) **A12-25**  
**45 Davis Trail**  
**Description:**

**Maria Ganhao & Gil Ganhao**

*Minor Variance*

The applicant is seeking relief from Section 8.1 (d) of Essa Township's Zoning By-law 2003-50 which stipulates no accessory use, building or structure shall occupy more than 93.0 m<sup>2</sup> of floor area on any lot which is less than 1.0 ha in size. The applicant is proposing to construct a new garage on the west side of the property.

**Zoning:**

**Residential, Low Density, Detached (R1) Zone**

**4. OTHER BUSINESS**

**5. ADJOURNMENT**

**COMMITTEE OF ADJUSTMENT  
MINUTES  
June 27th, 2025**

**Present:** John Stelmachowicz, Chair  
Joe Pantalone, Member  
Joan Truax, Member  
Henry Sander, Member

**Also Present:** Owen Curnew, Secretary-Treasurer

The Chair, John Stelmachowicz, called the meeting to order at 10:00 a.m. and explained the meeting process and the time frame for appeals to those persons present. He advised that all statements and evidence given before the Committee are of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

**MINUTES:**

The Minutes of April 25th, 2025 were approved by the Committee.

**DISCLOSURE OF INTEREST:**

No conflict of interest was disclosed.

**APPLICATIONS**

<b>A8-25</b>	<b>First Step Design Ltd.</b>
<b>6940 County Road 10</b>	<b>Minor Variance</b>

**Present (other than Committee & Staff Members):**

Cindy McPhee, Agent  
Michelle Morin, Agent

Owen Curnew provided a brief synopsis, outlining the purpose of the application, all comments received, and the recommendation of Planning Staff: APPROVAL of the application.

Joe Pantalone invited the applicant to present.

Cindy McPhee provided a brief presentation.

John Stelmachowicz asked if there were any comments from the public. No comments were received.

John Stelmachowicz asked if the application for the minor variance was approved, would the applicant still be required to apply for a Minor Variance with the County of Simcoe? He then asked if the application could still be denied by the County?

Owen Curnew stated that the applicant would be required to obtain a variance from the County, and that the County gave no indication that they would deny the variance in their comments.

Joe Pantalone motioned to approve the application.

Henry Sander seconded the motion.

**The Committee voted to APPROVE the variance with the conditions recommended by Staff.**

**A9-25  
250 Barrie Street**

**John Jackson  
Minor Variance**

**Present (other than Committee & Staff Members):**

Robert Scolaro, Owner

Owen Curnew provided a brief synopsis, outlining the purpose of the application, all comments received, and the recommendation of Planning Staff: APPROVAL of the application.

Joe Pantalone invited the applicant to present.

Applicant provided a brief presentation.

John Stelmachowicz asked if there were any comments from the public. No comments were received.

Henry Sander asked for clarification regarding the direction mentioned in the condition and stated it should be the northern property line.

Owen Curnew agreed as said that was a clerical error and the intention was for the northern property line.

John Stelmachowicz asked for clarification regarding the required setback on the southern property line, and if it is 1.5m.

Owen Curnew confirmed that was correct.

Henry Sander motioned to approve the application.

Joe Pantalone seconded the motion.

**The Committee voted to APPROVE the variance with the conditions recommended by Staff.**

**A10-25  
34 Baycroft Boulevard**

**Pankaj Bhatia  
Minor Variance**

**Present (other than Committee & Staff Members):**

Venky Jeyaraman, Owner

Owen Curnew provided a brief synopsis, outlining the purpose of the application, all comments received, and the recommendation of Planning Staff: APPROVAL of the application.

Joe Pantalone invited the applicant to present.

Pankaj Bhatia provided a brief presentation.

John Stelmachowicz asked if there were any comments from the public. No comments were received.

Joe Pantalone asked staff if there were any requirements for tree painting under the subdivision agreement?

Owen Curnew stated that staff was not sure if there was an agreement in place at this time.

Joe Pantalone motioned to approve the following condition: that the applicant commits to planting a full-shade canopy tree at the expense of the applicant and to the satisfaction of the Township, and once the Township has confirmed a tree can be placed.

Henry Sander motioned to approve the application.

Joan Truax seconded the motion.

John Stelmachowicz motioned to approve the application.

Joe Pantalone motioned to approve the application.

Joan Truax seconded the motion.

**The Committee voted to APPROVE the variance with the conditions recommended by Staff.**

**OTHER BUSINESS**

**ADJOURNMENT**

The Acting Chair, Joe Pantalone closed the meeting at **10:32** a.m.