

**TOWNSHIP OF ESSA
COMMITTEE OF ADJUSTMENT**

AGENDA

September 25th, 2026 - 10:00 a.m.

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

1. DISCLOSURE OF INTEREST:

2. MINUTES:

Committee to accept Minutes from the June 26th, 2026, Meeting. See attached.

3. APPLICATIONS:

- | | | |
|-----|--|---|
| i) | A8-26
29 Pineview Trail
Description: | Andrew and Beth Stefaniuk
<i>Minor Variance</i>
The applicant is applying for relief from the following provisions of Zoning By-law 2003-50: Section 17 which stipulates that the minimum interior side yard setback for an accessory building/structure on lands zoned RS1 Zone is 6.0m. The applicant is proposing to construct a detached garage which will have an interior side yard setback of 3.0m. |
| | Zoning: | Estate Residential (RS1) Zone |
| ii) | B3-26/A9-26/A10-26
285 Barrie Street
Description: | Timothy Gilma & Janelle Bernier
<i>Minor Variance & Consent – New Lot Creation</i>
The applicant has applied for a Consent application to sever an existing 1900m ² parcel. The proposed severed parcel would be approximately 810m ² in size and the retained parcel would be approximately 891.5m ² in size. The applicant is also proposing to transfer approximately 200m ² of land abutting Barrie Street (County Road 27) to the |

County of Simcoe for future road widening. Furthermore, the applicant is applying for relief from the following sections of Zoning By-law 2003-50: Section 17a) states that the minimum lot area of a parcel zoned R1 shall be 1,400m². The applicant is proposing a lot area of 891.5m² for the proposed retained lot and 810.0m² for the severed lot. Section 17b) states that the minimum lot frontage of a parcel zoned R1 shall be 23.0m. The applicant is proposing a lot frontage of 18.8m for the proposed severed lot and 22.0m for the retained lot.

Designation:
Zoning:

Residential
Residential, Low Density, Detached (R1) Zone

iii) **A11-26**
8285 8th Line
Description:

Mark and Sarah Moffatt

Minor Variance

The applicant is requesting relief from section 5.3d) of the zoning by-law which states that an accessory building needs to be setback a minimum of 3.0m from the interior side yard lot line. The owner is requesting a setback of 1.93m.

Zoning:

Agricultural (A) Zone

iv) **A12-26**
5518 25th Sideroad
Description:

Dave Ploeg

Minor Variance

The applicant is requesting relief from section 5.3c) of the zoning by-law which states that an accessory building needs to be setback a minimum of 18.0m from the front yard lot line. The owner is requesting a setback of 11.7m.

Zoning:

Agricultural (A) Zone

v) **B4-26**
12 Fraser Street
Description:

Joseph Dube

Consent – New Lot Creation

The applicant has submitted a Consent application with the intention of severing a new parcel off the existing property known municipally

as 12 Fraser Street, being a 1560m² parcel. The retained parcel would have a new lot area of 873m², whereas the severed parcel would have a lot area of 700.3m².

Designation:
Zoning:

Commercial
Core Commercial (C2) Zone

vi) **A13-26**
6028 Highway 89
Description:

Charles and Garyfallia Xerri
Minor Variance

The applicant is requesting relief from section 5.3c) of the zoning by-law which states that an accessory building needs to be setback a minimum of 18.0m from the front yard lot line. The owner is requesting a setback of 14.0m.

Zoning:

Agricultural (A) Zone

vii) **B5-26**
8949 Smith Road
Description:

TC Lands Inc.

Consent - Easement

The applicant is requesting an easement to accommodate ingress and egress out of the existing residential property as well as to create a permanent easement to recognize existing hydro services.

Designation:

Industrial Exceptional & Rural - Exception

Zoning:

Industrial with Special Provisions (M1-4) and Rural with Special Provisions (RL-3)

viii) **A14-26**
33 Robert Street
Description:

Jarret Vanderpost

Minor Variance

The applicant is requesting relief from Section 4.38.3(a) of the zoning by-law which states the maximum gross floor area of an Additional Residential unit in a Detached Accessory Structure shall be the lessor of 139 square metres or 50% of the gross floor area of the principal dwelling unit in Agricultural and Rural zones; and 102 square metres or 50% of the gross floor area of the principal dwelling unit in all other zones. The applicant is proposing a detached additional

residential unit that will have a gross floor area of ~142m².

Zoning:

Residential, Low Density, Detached (R1) Zone

- ix) **A15-26**
11 Cunningham Drive
Description:

Jeff and Kelly Marling

Minor Variance

The applicant is requesting relief from section 8.1(d) of the zoning by-law which states that no accessory use, building or structure shall occupy more than 93.0m² of floor area, nor exceed 4.5 m in height on any lot which is less than 1.0 ha in size. The owner is requesting to construct a shed that will have a floor area of ~103m² and height of 5.6m.

Zoning:

Residential, Low Density, Detached (R1) Zone

4. OTHER BUSINESS

5. ADJOURNMENT

**COMMITTEE OF ADJUSTMENT
MINUTES
June 26th, 2026**

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 24th, 2026 were approved by the Committee.

DISCLOSURE OF INTEREST:

No conflict of interest was disclosed.

OTHER BUSINESS

APPLICATIONS

A5-26	Keiran Glynn
5389 County Road 56	Minor Variance

Present (other than Committee & Staff Members):

Keiran Glynn (Owner/Applicant)
Mike al (Contractor)

Owen Curnew provided a synopsis, outlining the purpose of the application, all comments received, and the recommendation.

John Stelmachowicz invited the applicant to present.

Keiran Glynn provided brief background on the property and explained the benefits of adaptive re-use of the existing structure and spoke to the site conditions and feasibility of developing the ARU.

John Stelmachowicz asked if there were any comments from the public.

No additional comments from the public.

John Stelmachowicz motioned to approve the application.

Henry Sander seconded the motion.

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

**A6-26
4520 County Road 21**

**Yara Klimova & Filipe Ribeiro
Minor Variance**

Present (other than Committee & Staff Members):

Filipe Ribeiro (Owner/Applicant)

Owen Curnew provided a synopsis, outlining the purpose of the application, all comments received, and the recommendation.

John Stelmachowicz invited the applicant to present.

Filipe Ribeiro provided brief background on the property and explained the reason for the variance.

John Stelmachowicz asked if there were any comments from the public.

No additional comments from the public.

Henry Sander asked if the Vanderpost properties at the back of the subject property would have received written notice of the variance.

Owen Curnew stated that anyone within 60m would have.

John Stelmachowicz motioned to approve the application.

Joe Pantalone seconded the motion.

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

**A7-26
7030 County Road 21**

**Sacha Sewanand-Sarawan & Natalie Sarawan
Minor Variance**

Present (other than Committee & Staff Members):

Sacha Sewanand-Sarawan (Owner/Applicant)

Natalie Sarawan (Agent)

Owen Curnew provided a synopsis, outlining the purpose of the application, all comments received, and the recommendation.

John Stelmachowicz invited the applicant to present.

Natalie provided brief presentation explaining the background on the property and the proposal. . Natalie has requested that the condition be amended to allow the wellness centre to operate during all days of the week to accommodate the preferences of attendees better. She is also requesting that 25 people be allowed per session as opposed to the staff recommendation of 10 people per session.

John Stelmachowicz asked if there were any comments from the public.

No additional comments from the public.

Joe Pantalone asked staff where the recommendation for hours of operation came from.

Owen Curnew stated that they originally came from cover letter submitted with the Minor Variance application by the applicant.

Henry Sander suggests the cover letter the applicant provided clearly states Fridays and weekends for the operations days.

Owen Curnew confirmed.

Joe Pantalone asked if the applicant has talked with neighbors.

Natalie Sarawan expressed that neighbours have been notified and expressed interest in attending classes.

Joe Pantalone suggested that operating during the weekend could result in higher traffic and believes that the recommendation from staff is appropriate.

Joe Pantalone asked if the informal layout of the parking is sufficient.

Owen Curnew provided a rationale and stated that he did not agree with Natalie's suggested amendment of increasing from 10 people to 25 people.

Natalie Sarawan explained that they will be limiting attendance.

Henry Sander suggested that By-law enforcement would be sufficient to ensure parking is not an issue during weekdays. Henry also stated that he has significant concerns with the operation of the wellness centre all days of the week and believes it should be limited.

Natalie Sarawan provided rationale as to why to run the operation all days of the week.

Henry suggested an amendment to condition 5 to clearly outline the permitted uses.

John Stelmachowicz is asking what the hours of operation would be? Should they be included in the condition.

Joe Pantalone asked if there is anything to restrict the hours of operation from a policy perspective.

Owen Curnew suggested that there is a by-law regulating hours of operations for businesses.

John Stelmachowicz stated that he wants to just maintain assurances that the home occupation will operate as approved by the Committee.

John Stelmachowicz asked if they will be required to pay again after the three year approval period ends.

Owen Curnew stated they would be based on the current fee schedule.

Joe Pantalone suggested to remove the portion of the condition stating the days of operation and states the following: That the Owner shall operate no more than five days a week and will be responsible for maintaining attendance records to be provided to the Township upon request.

Joe Pantalone spoke to the request for an increase of 10 to 25 people and suggest that the requested lacks information and justification and could result in an excess of cars. Joe Patalone put forward an additional motion to allow up to 15 people on the site at a time as he believes this proposal is more consistent with the character of the area.

Henry Sander stated the hours should be expressed as well.

Joe Pantalone asked the applicant what days would work best.

Sacha Sewanand-Sarawan stated that he would prefer Tuesday to Saturday.

Henry Sander suggested 9-6 for the hours.

Sacha Sewanand-Sarawan and Natalie Sarawan both suggested they want to provide a wide range of hours.

Henry Sander suggested 9-6 for the operating hours.

Joe Pantalone motions to remove the portion of the condition stating the days of operation and states the following: That the Owner shall operate no more than five days a week, specifically, Tuesday to Saturday, the owner shall also ensure that a maximum number of people per session be 15 be allowed at a given time, and the operations hours be restricted from 9:00am to 6:00pm.

Henry Sander seconded the motion.

The motion was APPROVED by the Committee.

John Stelmachowicz motioned to approve the application.

Henry Sander seconded the motion.

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

B2-26

190 & 192 Mill Street

Northern Diversified Ltd.

Consent – Lot Line Adjustment

Present (other than Committee & Staff Members):

Vanessa Simpson (Agent)

Owen Curnew provided a synopsis, outlining the purpose of the application, all comments received, and the recommendation.

John Stelmachowicz invited the applicant to present.

Vanessa Simpson provided a brief presentation.

Vanessa Simpson suggested she does not agree with the proposed condition to increase the parking on site by two (2) additional parking spaces given the amount of time, effort, and legal complications doing so in the event of ownership changes between properties.

John Stelmachowicz asked if there were any comments from the public.

No additional comments from the public.

Joe Pantalone asked if the extending of the parking area would eat away at the green space.

Vanessa Simpson confirmed yes.

Joe Pantalone suggested that perhaps tree planting could be considered.

Vanessa Simpson suggested the application has nothing to do with landscaping.

Joe Pantalone asking if tree planting is required, would the applicant be willing to entertain that?

Vanessa Simpson suggested the condition is unreasonable.

Henry Sander asked if we could get a letter from applicant stating the letter of intent from the owner.

Owen Curnew stated that this was provided as a part of the submission.

John Stelmachowicz asked how the parking slipped through the cracks.

Owen Curnew stated that there was a minor variance application associated to the conversion of the existing building from commercial to residential.

Henry supported the recommendation for additional parking and tree planting.

John Stelmachowicz asked if Henry was okay with shared parking between lots.

Henry Sander suggested he is okay with a refined proposal with shared parking between 190 and 192 Mill Street.

Joe Pantalone suggested that the residents deserve amenities and to enjoy to aesthetics. Joe Pantalone suggested that the Planning Act, PPS, and the proposed Official Plan identifies provisions for such.

Joe Pantalone motioned that the provision for additional parking be amended as follows: that the Owner expands the existing parking area of 192 Mill Street to accommodate an additional two (2) parking spaces to bring the property into conformance with the Township's minimum parking standards without encroaching into the any existing landscaped/open space on the property.

John motioned to approve the application.

Henry seconded the motion.

Joe Pantalone motioned the following provision to be added:

That the Owner is required to plant five (5) full shade canopy trees prior to the registration of the easement, at the owner's cost, and to the satisfaction of the Township of Essa.

Henry seconded the motion.

The Committee voted to APPROVE the Consent with the conditions recommended by Staff as amended by the Committee Members with the addition of the trees motion.

OTHER BUSINESS

ADJOURNMENT

The Chair, John Stelmachowicz closed the meeting at **10:50** a.m.

John Stelmachowicz, Chair

Owen Curnew, Secretary-Treasurer