



# Municipality of West Elgin

## Minutes

### Committee of Adjustment

January 25, 2024, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

**Present:** Richard Leatham  
Taraesa Tellier  
Michelle Navackas  
Bill Denning  
Ryan Statham  
Robert Brown, Planner

**Staff Present:** Magda Badura, CAO/Treasurer  
Terri Towstiuc, Recording Secretary  
Lee Gosnell, Manager of Operations & Community Services

**1. Call to Order**

**COA 2024- 01**

**Moved:** Michelle Navackas

**Seconded:** Taraesa Tellier

That West Elgin Committee of Adjustment convenes at 4:03 pm to consider two applications for Minor Variance, pursuant to the *Planning Act*.

**Carried**

**2. Adoption of the Agenda**

**COA 2024- 02**

**Moved:** Bill Denning

**Seconded:** Ryan Statham

That West Elgin Committee of Adjustment hereby adopts the agenda for January 25, 2024, as presented.

**Carried**

**3. Adoption of Minutes**

**COA 2024- 03**

**Moved:** Michelle Navackas

**Seconded:** Ryan Statham

That West Elgin Committee of Adjustment hereby adopts the Minutes of December 21, 2023, as presented.

**Carried**

**4. Disclosure of Pecuniary Interest**

None.

**5. Purpose of Meeting**

The purpose of this Public Meeting of the West Elgin Committee of Adjustment is to allow the presentation of two (2) applications for Minor Variance and to allow interested members of the public an opportunity to ask questions or offer comments with regards to these applications.

Written comments must be submitted to the Secretary-Treasurer of the Committee.

If any member of the public would like to be notified in writing of the Committee of Adjustment's decision on a particular application, they are to provide their name and mailing address to the Secretary-Treasurer at [clerk@westelgin.net](mailto:clerk@westelgin.net). This will also entitle you to be advised of possible Local Planning Appeals Tribunal hearings in the event the decision on an application is appealed.

Notice was sent via regular mail on January 12, 2024, to property owners within 60 m (200 ft) of the subject properties and to agencies requiring notice.

**6. Minor Variance D13 7-2023**

**COA 2024- 04**

**Moved:** Michelle Navackas

**Seconded:** Taraesa Tellier

That West Elgin Council hereby receives the report from Robert Brown, Planner, regarding Minor Variance Application D-13 7-2023 – Recommendation Report (Planning Report 2024-04).

And that West Elgin Committee of Adjustment grant Minor Variance D-13 7-2023, to obtain relief from Section 10.3.3, Items c) and d) and subsection 4.29.1 f) as follows:

- i. Item c) – reduce the required front yard setback from 12 m to 9 m;
- ii. Item f) – reduce the required rear yard setback from 6 m to 5.5 m, and
- iii. Subsection 4.29.1 f) to permit the encroachment of a covered porch into a required rear yard by 2.5 m, maximum.

**Carried**

**6.1 Written Comments Received**

None Received.

**6.2 Committee Comments**

None Received.

*No Public Comment Received.*

**7. Minor Variance D13 8-2023**

**COA 2024- 05**

**Moved:** Michelle Navackas

**Seconded:** Taraesa Tellier

That West Elgin Council hereby receives the report from Robert Brown, Planner, regarding Minor Variance Application D-13 8-2023 – Recommendation Report (Planning Report 2024-01).

And that West Elgin Committee of Adjustment grant Minor Variance D-13 8-2023, to obtain relief from Section 16.1., Table 16-1, Items 3b) and 4c) and Subsection 4.18.1 as follows:

- i. Item 3b) – reduce the required side yard setback from 4.5 m to 1.1 m;
- ii. Item 4c) – reduce the required rear yard setback from 3 m to 0 m
- iii. Subsection 4.18.1 to recognize the required parking for a gas bar as being provided at the gas pumps.

**Carried**

**7.1 Written Comments Received**

None Received.

**7.2 Committee Comments**

None Received.

*No Public Comment Received.*

**8. Adjournment**

**COA 2024- 06**

**Moved:** Ryan Statham

**Seconded:** Michelle Navackas

That West Elgin Committee of Adjustment hereby closes this Public Meeting held pursuant to section 45 of the *Planning Act* at 4:21pm.

**Carried**

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Richard Leatham, Chair

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Terri Towstiuc, Secretary/Treasurer