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City of Peterborough

Committee of Adjustment Minutes

January 27, 2026

Draft Minutes Not Approved

Minutes of a Hybrid Meeting of Committee of Adjustment held on January 27, 2026, at 6:00 p.m.

Present: Stewart Hamilton, Chair
Rod Hines
Dan Marinigh
Kaes Vanderkooy

Regrets: Robert Short

Also Present: Sarah Dilamarter, Junior Planner
Nun Nil, Junior Planner
April Chapman, Acting Zoning Administrator
Jennifer Stern, Secretary-Treasurer

Committee of Adjustment was called to order at 5:59 p.m.

Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Applications

1. **File No., A44/25, 1383 Bobolink Court**

This matter relates to a minor variance application submitted by Molly Conlin of Molly Conlin Designs, as applicant on behalf of Godfrey Liu and Ting Kwok, the owners of the property that is the subject of the application.

The applicants have requested that the application be deferred to the February 24, 2026, Committee of Adjustment hearing to allow additional time to prepare a revised site plan and redesign the proposal.

Moved by Rod Hines

That the application be deferred *sine die*.

"CARRIED"

2. **File No. A45/25, 304-306 George Street North**

This matter relates to a minor variance application submitted by Brian Buchardt, as applicant on behalf of 2379254 Ontario Ltd., the owners of the property that is the subject of the application.

The purpose of the application is to seek relief from Section 18.2(e) of the Zoning By-law to permit two dwelling units in the basement of the existing mixed-use building.

Brian Buchardt attended the meeting and addressed the Committee as follows:

- There was a previous minor variance application (A02/24), in which the Committee approved the establishment of two lodging houses in the basement of the subject property.
- When applying for a Building permit, it was discovered that the proposed plan was not compliant with the Ontario Building Code. To make it compliant, one bedroom was removed from each unit.
- As a lodging house is defined in the Zoning By-law as having 5 bedrooms, a new variance is needed to establish two, four-bedroom units.

Sarah Dilamarter, Junior Planner, advised that she had nothing further to add to the information presented in the Staff Report.

Moved by Dan Maringh

That the application be approved in accordance with the recommendation in the Staff Report.

"CARRIED"

Decision

The Committee received no comment or presentation from members of the public concerning the application and thus made its decision on the basis of the Staff Report and the application.

Having reviewed the application and considered the information presented both in the Staff Report and presentation, the Committee determined that the application should be approved as per the Staff Recommendation and that the variances are minor, the proposal is desirable for the appropriate development or use of the land, and the general intent and purpose of the Zoning By-law and Official Plan are maintained.

Therefore, a variance is granted to Section 18.2(e) of the Zoning By-law to permit two dwelling units in the basement of the existing mixed-use building PROVIDED THAT the basement dwelling units are constructed substantially in accordance with the floor plans attached as Exhibit A to the Staff Report dated January 27, 2026.

3. **File No., A46/25, 810 Technology Drive**

This matter relates to a minor variance application submitted by Peter Jaruczik of ARC Design, as applicant on behalf of 2513943 Ontario Inc., the owners of the property that is the subject of the application.

The purpose of the application is to seek relief from the following sections of the Zoning By-law to facilitate the conversion of the site into additional self-storage facilities:

a) Section 4.2(C)(1) to reduce parking requirement by increasing the ratio for storage area from 1 space required per every 230 square metres to 1 per every 284 square metres; and

b) Section 4.6 to reduce the required number of Type A loading spaces from 13 to 8 spaces associated with the self-storage, accessory office and sales uses.

Peter Jaruczik attended the meeting and addressed the Committee as follows:

- The property is currently undergoing a Site Plan amendment to convert the existing warehouse building into self-storage, with Phase 2 being the construction of additional storage facilities.
- During Site Plan review, it was identified that there was a lack of sufficient parking and loading space.
- There will be a total of 96 parking spaces provided.
- Due to the nature of the facility, people will only be parked for a short time, so additional parking would not be necessary.

Nun Nil, Junior Planner, advised the Committee that the property is undergoing a concurrent Site Plan amendment. Therefore, the condition of Site Plan approval has been included in the Staff Report.

In response to questions from the Committee, the applicant advised as follows:

- The parking spaces to be provided will be at the front, off Technology Drive, as well as off the second entrance adjacent to the large building and along the road.

- Some parking spaces will be larger, but all parking will be evenly dispersed throughout the site.

Discussion

Rod Hines cautioned that the proposed parking spaces were not conveniently located to access the self-storage facility and encouraged some spaces to be located closer.

Moved by Rod Hines

That the application be approved in accordance with the recommendation in the Staff Report.

"CARRIED"

Decision

The Committee received no comment or presentation from members of the public concerning the application and thus made its decision on the basis of the Staff Report and the application.

Having reviewed the application and considered the information presented both in the Staff Report and presentation, the Committee determined that the application should be approved as per the Staff Recommendation and that the variances are minor, the proposal is desirable for the appropriate development or use of the land, and the general intent and purpose of the Zoning By-law and Official Plan are maintained.

Therefore, variances to the Zoning By-law are granted as follows:

a) Section 4.2(C)(1) to reduce parking requirement by increasing the ratio for storage area from 1 space required per every 230 square metres to 1 per every 284 square metres; and

b) Section 4.6 to reduce the required number of Type A loading spaces from 13 to 8 spaces associated with the self-storage, accessory office and sales uses.

CONDITIONAL UPON obtaining Site Plan Approval, or confirmation that no approval is needed, to the satisfaction of the Supervisor, Urban Design.

4. **File No., A47/25, 997 Armour Road**

This matter relates to a minor variance application submitted by Molly Conlin of Molly Conlin Designs, as applicant on behalf of 2665811 Ontario Inc., the owners of the property that is the subject of the application.

The purpose of the application is to seek relief from Section 6.18 of the Zoning By-law, to increase the permitted height of accessory structures from 4.3 metres to 5.2 metres to construct an Additional Residential Unit ("ARU").

Molly Conlin attended the meeting and addressed the Committee as follows:

- The application is seeking relief from the maximum permitted height of an accessory structure to allow for the construction of a one-storey ARU, with a walk-out basement.

Nun Nil, Junior Planner, advised the Committee as follows:

- The property was the subject of a recent rezoning application (File No. Z2412) that was approved.
- Generally, properties without a connection to municipal and sewer water services are not eligible for ARUs.
- The rezoning involved an evaluation of the septic capacity, which was determined to not be prohibitive.
- The rezoning also allowed for a reduction in the setback from the centre line of Armour Road, which the proposed plan does meet.

Discussion

Rod Hines noted that the context of this application was essential in that the variance was not noticeable from the street, as the one-storey front meshes with the neighboring buildings.

Moved by Dan Maringh

That the application be approved in accordance with the recommendation in the Staff Report.

"CARRIED"

Decision

The Committee received no comment or presentation from members of the public concerning the application and thus made its decision on the basis of the Staff Report and the application.

Having reviewed the application and considered the information presented both in the Staff Report and presentation, the Committee determined that the application should be approved as per the Staff Recommendation and that the variances are minor, the proposal is desirable for the appropriate development or use of the land, and the general intent and purpose of the Zoning By-law and Official Plan are maintained.

Therefore, a variance is granted to Section 6.18 of the Zoning By-law, to increase the permitted height of accessory structures from 4.3 metres to 5.2 metres to construct an Additional Residential Unit ("ARU"), PROVIDED THAT construction proceed substantially in accordance with the plans depicted as Exhibit C.

Minutes

Moved by Dan Maringh

That the minutes of the Committee of Adjustment hearing held on November 25, 2025, be approved.

"CARRIED"

Other Business

Committee member, Rod Hines, discussed a previously approved variance with regards to ARU height increase and encouraged more detailed reviews of similar variances in the future using additional visual representation materials if available.

Next Meeting

The next meeting of the Committee of Adjustment is scheduled for Tuesday, February 24, 2026.

Adjournment

The meeting was adjourned at 6:22 p.m.

Stewart Hamilton, Chair

Jennifer Stern, Secretary-Treasurer