



**City of Kingston  
Committee of Adjustment  
Meeting Number 2020-10  
Minutes  
Monday October 19, 2020 at 5:30 p.m.  
In a virtual, electronic format**

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**Committee Members Present**

Vincent Cinanni; Vice-Chair  
Paul Babin  
Blaine Fudge  
Somnath Sinha  
Jordan Tekenos-Levy

**Regrets**

Peter Skebo; Chair

**Staff Present**

Elizabeth Fawcett, Committee Clerk  
Tim Fisher, Planner  
Tim Park, Manager, Development Approvals  
Jason Partridge, Planner  
Lindsay Sthamann, Planner  
James Thompson, Committee Clerk

**Meeting to Order**

Mr. Cinanni, Vice-Chair, called the meeting to order at 5:30 p.m.

**Approval of Agenda**

Moved by Mr. Babin  
Seconded by Mr. Fudge

**That** the agenda, as amended, be approved.

**Carried**

### **Confirmation of Minutes**

Moved by Mr. Sinha  
Seconded by Mr. Tekenos-Levy

**That** the Minutes of Committee of Adjustment Meeting Number 2020-09, held September 21, 2020, as amended, be approved.

**Carried**

### **Disclosure of Pecuniary Interest**

There were none.

### **Delegations**

There were none.

### **Request for Deferral**

There were none.

### **Returning Deferred Items**

There were none.

### **New Business**

- a) **Application for: Minor Variance**  
**File Number: D13-031-2020**  
**Address: 39 Chartwell Crescent**  
**Owner: Robert Marino and Megan Kerrigan**  
**Applicant: Joe Ruffolo**

Mr. Partridge conducted a PowerPoint presentation regarding 39 Chartwell Crescent. A copy of the PowerPoint presentation is available in the City Clerk's Department.

The Vice-Chair gave the applicant an opportunity to speak.

Joe Ruffalo, Applicant, was present and expressed that the expansion is to add an extra bedroom for a growing family.

Mr. Fudge referred to the images of the elevation and sought clarification on the offset of the garage. Mr. Ruffalo explained that without the overhang, the bedroom would be too small.

The Vice-Chair afforded members of the public with an opportunity to provide comment.

Members of the public did not provide comment.

Moved by Mr. Babin  
Seconded by Mr. Tekenos-Levy

**That** minor variance application, File Number 0TD13-031-2020, for the property located at 39 Chartwell Crescent seeking relief from the interior and front yard setbacks, in order to permit the construction of 39.02 square metre second floor addition, be approved; and

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-020-053.

**Carried**

The Chair stated that a copy of the Notice of Decision for the application will only be forwarded to those who have presented a written request for the Decision, or to those who have recorded their name and address on the form provided at the meeting by the Secretary-Treasurer. A formal request in the manner provided is necessary to be advised of a possible Local Planning Appeal Tribunal (LPAT) hearing on this matter and in order to be allowed to make a presentation to the LPAT.

- b) Application for: Minor Variance**  
**File Number: D13-041-2020**  
**Address: 2616 Woodburn Road**  
**Owner: Steven Dickson**  
**Applicant: The BLVD Group**

Mr. Fisher conducted a PowerPoint presentation regarding 2616 Woodburn Road. A copy of the PowerPoint presentation is available in the City Clerk's Department.

Alex Adams, Applicant was present.

Mr. Sinah sought clarification on the existing garage with regards to previous applications for variance. Mr. Fisher responded that it complied with the zoning requirements having existed for a number of years on the property.

Moved by Mr. Tekenos-Levy  
Seconded by Mr. Sinah

**That** minor variance application, File Number D13-041-2020, for the property located at 2616 Woodburn Road seeking relief from the side yard setback in order to permit the construction of a 70 square metre addition to the rear of an existing detached garage in order to maintain the existing setback of the garage, be Approved; and

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-20-055.

**Carried**

The Chair stated that a copy of the Notice of Decision for the application will only be forwarded to those who have presented a written request for the Decision, or to those who have recorded their name and address on the form provided at the meeting by the Secretary-Treasurer. A formal request in the manner provided is necessary to be advised of a possible Local Planning Appeal Tribunal (LPAT) hearing on this matter and in order to be allowed to make a presentation to the LPAT.

- c) Application for: Minor Variance**  
**File Number: D13-021-2020**  
**Address: 2774 to 2814 Princess Street**  
**Owner: Gary Case, Tayco Ltd.**  
**Applicant: Youko Leclerc-Desjardins**

Mr. Fisher conducted a PowerPoint presentation regarding 2774 to 2814 Princess Street. A copy of the PowerPoint presentation is available in the City Clerk's Department.

Mr. Leclerc-Desjardins, Applicant was present.

Mr. Fisher confirmed Mr. Tekenos-Levy's inquiry regarding the buildings to the north of the property being residential. Mr. Fisher confirmed there have been no correspondence from the public to date.

Mr. Leclerc-Desjardins provided the Committee with additional information regarding the parking study.

Mr. Babin asked staff if there is a plan to review the by-law regarding parking requirements in the near future. Mr. Fisher responded that the City is currently looking at consolidating the zoning by-laws and a review of parking requirements would be included in that process.

Mr. Fudge requested confirmation on the timing of the parking study and sought clarification on the size reduction of the parking spaces. Mr. Leclerc-Desjardins responded that the parking study was completed over an entire day in November 2019

prior to the COVID pandemic. He continued that the size of the parking spaces will not be reduced in length but rather in width citing a minor reduction.

In response to a question from Mr. Fudge, Mr. Leclerc-Desjardins explained that the service entrances of the building will be located on the east side where noise will be minimal and there is access for delivery trucks.

Mr. Fisher confirmed that there will be proper signage on the property during the site plan process to notify the public of the proposed changes. He continued that issues of light, sound, vegetation and additional buffering will be assessed during the site plan process and staff will work with adjacent landowners should there be any concerns brought to staff attention.

The Vice-Chair afforded members of the public with an opportunity to provide comment.

Members of the public did not provide comment.

Moved by Mr. Sinha  
Seconded by Mr. Babin

**That** minor variance application, File Number D13-021-2020, for the property located at 2774 to 2814 Princess Street to reduce the minimum number of required parking spaces, reduction in the width of a parking stall and to increase the maximum gross leasable area of all buildings and structures, be approved; and

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-20-056.

**Carried**

The Chair stated that a copy of the Notice of Decision for the application will only be forwarded to those who have presented a written request for the Decision, or to those who have recorded their name and address on the form provided at the meeting by the Secretary-Treasurer. A formal request in the manner provided is necessary to be advised of a possible Local Planning Appeal Tribunal (LPAT) hearing on this matter and in order to be allowed to make a presentation to the LPAT.

### **Motions**

There were none.

### **Notices of Motion**

There were none.

### **Other Business**

There was none.

**Correspondence**

There was none.

**Date of Next Meeting**

The next meeting of the Committee of Adjustment is scheduled for November 16, 2020.

**Adjournment**

Moved by Mr. Fudge  
Seconded by Mr. Sinha

**That** the meeting of the Committee of Adjustment adjourns at 6:05 p.m.

**Carried**