



**PORT COLBORNE**

## Committee of Adjustment -Meeting Minutes-

Wednesday, December 10, 2025

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**Members Present:** Dan O'Hara, Chair  
Gary Bruno, Committee Member  
Eric Beauregard, Committee Member  
Angie Desmarais, Vice-Chair

**Staff Present:** Kelly Martel, Manager of Planner  
Taya Taraba, Secretary-Treasurer

**Members Absent:** Dave Elliott, Committee Member

**1. Call Meeting to Order**

The Chair called the meeting to order at approximately 6:00 p.m.

**2. Reading of Meeting Protocol**

The Chair read the Meeting Protocol.

**4. Disclosures of Interest**

Member Beauregard declared conflict of interest regarding applications A22-25-PC due to an indirect pecuniary interest as his employer provided services on the application.

**5. Requests for Deferrals or Withdrawals of Applications**

**a. Application:** A22-25-PC  
**Action:** Minor Variance  
**Applicant:** Elevate Living Ltd.  
**Agent:** Upper Canada Consultants  
**Location:** Vacant Lot Stonebridge Drive

Carried: 3-0

## 6. Order of Business

- a. **Application:** B12-25-PC
- Action:** Consent to Sever
- Applicant:** Jacob O’Berick
- Location:** 43 Colborne Street

The Secretary-Treasurer read the correspondence received for the application.

The Chair asked the applicant if he had anything to add to this application, to which, the applicant stated that he did not have anything to add at this time.

Member Beauregard inquired about a condition of consent to the Manager of Planning. The Manager of Planning stated that the property can be serviced and that the condition is to ensure that the land remains developable and that the servicing would not cause any future concerns.

Given the information above, the Committee of Adjustment have decided that application **B12-25-PC be granted subject to the conditions outlined in the Staff Report dated December 5<sup>th</sup>, 2025:**

1. That the applicant provides the Secretary-Treasurer with the deeds for the conveyance of the subject parcels, including a registrable legal description of the subject parcels, and a copy of the deposited reference plan, for use in the issuance of the Certificate of Consent.
2. That the applicant signs the City of Port Colborne’s standard “Memorandum of Understanding” explaining that development charges and cash-in-lieu of the dedication of land for park purposes, based on an appraisal, at the expense of the applicant, wherein the value of the land is to be determined as of the day before the issuance of a building permit, is required prior to the issuance of a building permit pursuant to Section 42 of the Planning Act. R.S.O 1990, as amended.
3. That, prior to depositing the reference plan, the following amendments are made to the satisfaction of City staff:
  - a. That the applicant shall remove all existing structures noted to be removed on the severance sketch to the satisfaction of the Chief Planner
  - b. That any portions of driveway from Part 1, be removed from Part 2.
  - c. That the applicant provides City Development Engineering staff with a site servicing plan showing proposed and existing site servicing the for staff to review and approve.

4. That a final certification fee of \$400 per application, payable to the City of Port Colborne, is submitted to the Secretary-Treasurer.
5. That all conditions of consent be completed by December 10, 2027.

For the following reasons:

1. The application is consistent with the Provincial Planning Statement, conforms to the Niagara Official Plan and the City of Port Colborne Official Plan; and, complies with the provisions of Zoning By-law 6575/30/18, as amended.

**Motion:** Angie Desmarais

**Seconded:** Eric Beauregard

**Carried:** 4-0

## 7. Other Business

The Committee of Adjustment reviewed and approved the 2026 Committee of Adjustment schedule.

**Motion:** Angie Desmarais

**Seconded:** Eric Beauregard

**Carried:** 4-0

## 8. Approval of Minutes

That the minutes from the November 19<sup>th</sup>, 2025 meeting be approved.

**Motion:** Eric Beauregard

**Seconded:** Gary Bruno

**Carried:** 4-0

## 9. Adjournment

There being no further business, the meeting was adjourned at approximately 6:19 pm.

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Dan O'Hara, Chair

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Taya Taraba, Secretary-Treasurer