

2026-01-29



**MINOR VARIANCE APPLICATION  
COMMENTS TO THE COMMITTEE OF ADJUSTMENT  
PANEL 1**

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 150 Rochester Street

Legal Description: Part of Lot 10, Registered Plan 29

File No.: D08-02-25/A-00278

Report Date: January 29, 2026

Hearing Date: February 04, 2026

Planner: Penelope Horn

Official Plan Designation: Downtown Core Transect, Neighbourhood Designation, Evolving Neighbourhood Overlay,

Zoning: R4UD-c

**DEPARTMENT COMMENTS**

The Planning, Development and Building Services Department **requests an adjournment of** the application. A minor variance to reduce the fenestration in the front façade is required to facilitate the transition of the current duplex to a low-rise apartment building.

**DISCUSSION AND RATIONALE**

Staff have reviewed the subject minor variance application against the “four tests” as outlined in Section 45 (1) of the *Planning Act*, R.S.O. 1990 c. P.13, as amended. Staff are not satisfied that the requested minor variances reflect all the variances required to facilitate the proposed development. In the Residential Fourth Density Zone, 25 percent of the front façade must be comprised of windows, meanwhile only 15 percent of the current front façade is comprised of windows.

**ADDITIONAL COMMENTS**

**Planning Forestry**

Through pre-consultation it was determined that there are no tree-related concerns with the requested variances. There is one City tree present on site which will be reviewed by Forestry Services due to its condition.

**Right of Way Management**

The Right-of-Way Management Department has no concerns with the proposed Minor

Variance Application for lot sizing and converting building from duplex to a low-rise building. There are no plans to change the private approach so no concern from ROW Admin.



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Penelope Horn  
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Planning, Development and Building  
Services Department



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