Building and Planning Department
Planning Division
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Stratford ON N5A 2M4

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Date: October 22, 2026 **Application No.: A16-26**

City of Stratford – Committee of Adjustment
Notice of Public Hearing Pursuant to Section 45 of the *Planning Act* R.S.O 1990, Ch. P.13.

TO: All assessed persons within 60 metres of subject property and all applicable agencies as required under the provisions of the Planning Act.

Subject Property:

Owner: Raymond Charles Tobias Francis

Agent: Baker Planning Group (c/o Caroline Baker)

Location: 236 Ontario Street, legally described as PLAN 20 S PT LOT 16 with ROW in the City of Stratford.

Zoning: R3/MUR – Residential Third Density / Mixed Use Residential

Official Plan Designation: Residential Area, Special Policy Area 2

Road Classification: Ontario Street – Arterial Road
Nile Street – Local Road

Purpose and Effect of Application

The purpose of the application is to seek relief from various provisions of the City of Stratford Comprehensive Zoning By-law 10-2022 to facilitate the conversion of an existing duplex dwelling into a triplex dwelling through the construction of an additional residential unit above the existing garage.

The subject property contains an existing duplex dwelling and garage, with certain lot dimensions and building setbacks that do not comply with the requirements of the current Zoning By-law. The proposed development would maintain the existing building footprint while introducing an additional dwelling unit above the garage.

The requested variances relate to minimum lot area, lot frontage, lot depth, front yard depth, exterior and interior side yard widths, rear yard depth, and parking space width as further described below. The variances are intended to recognize certain existing site conditions and accommodate the proposed residential addition and change in dwelling type.

Variances Requested:

1. Table 6.4.3 Regulations in Residential Third Density (R3) Zone: to decrease the required minimum lot area for a triplex from 450 m^2 to 285 m^2.
2. Table 6.4.3 Regulations in Residential Third Density (R3) Zone: to decrease the required minimum lot frontage for a triplex from 20 m to 12.6 m.

3. Table 6.4.3 Regulations in Residential Third Density (R3) Zone: to decrease the required minimum lot depth for a triplex from 30 m to 22.6 m.
4. Table 6.4.3 Regulations in Residential Third Density (R3) Zone: to decrease the required minimum front yard depth from 7.5 m to 5.5 m.
5. Table 6.4.3 Regulations in Residential Third Density (R3) Zone: to decrease the required minimum exterior side yard width from 4.5 m to 3.1 m.
6. Table 6.4.3 Regulations in Residential Third Density (R3) Zone: to decrease the required minimum side yard width from 1.5 m to 0 m for the existing garage, and 0.5 m for the proposed addition.
7. Table 6.4.3 Regulations in Residential Third Density (R3) Zone: to decrease the required minimum rear yard depth from 7.5 m to 0.8 m.
8. Section 5.2 a) ii) Parking Space Dimensions and Requirements: to reduce the minimum width of a parking space adjacent to a wall or lot line from 3 m to 2.8 m.

Other Planning Applications: N/A

The Committee of Adjustment forms its opinion through its detailed review of all material filed with an application, public feedback prior to the meeting, deputations made at a public hearing and a report from staff.

If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must submit a written request before the Committee of Adjustment makes a decision. Requests are to be made to the Secretary Treasurer of the Committee of Adjustment, Eva Baker by emailing: ebaker@stratford.ca. This will also entitle you to be advised of a possible Ontario Land Tribunal hearing. Even if you are the successful party, you should request a copy of the decision since the Committee of Adjustment decision may be appealed to the Ontario Land Tribunal by the applicant, Minister, specified person or public body.

The Minister, specified person or public body may appeal decisions in respect of applications of the Committee of Adjustment to the Ontario Land Tribunal. If a specified person or public body that files an appeal to a decision of the Stratford Committee of Adjustment in respect of the application does not make written submission to the Stratford Committee of Adjustment before it gives or refuses to give an approval, the Ontario Land Tribunal may dismiss the appeal.

The public hearing for this matter will be held on **Thursday November 12, 2026 at 4:00 p.m.** in the **Stratford City Council Chamber (upper level), located at 1 Wellington Street, Stratford.**

The Staff report will be available upon request on the Friday before the meeting. To request a copy, please contact the Building and Planning Department by phone at (519) 271-0250 ext. 5345, or by email at planning@stratford.ca. Your opinion on this application is important. Those wishing to participate in the planning process are strongly encouraged to send their comments, questions, or concerns to the Planning Division by **November 4, 2026.** Comments received on this application will be summarized and included in the Planning Report. Comments received after the report is completed will be provided to the Committee of Adjustment on the day of the meeting. **For additional information about this application, please contact the Planner assigned to this file, Alexander Burnett, at (519)-271-0250 ext. 5320 or aburnett@stratford.ca.**

If you receive this notice and are the owner of any lands that contain seven or more residential units in close proximity to the subject lands, please contact the assigned Planner. Regulations in the Planning Act require the owner to post this notice in a location that is visible to all residents.

Personal information collected as part of this Notice is pursuant to the Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act, and will be used to assist in making a decision on this application. Names, addresses, opinions and comments will be made available for public disclosure. Questions regarding the collection and use of this information may be made to the City Clerk, P.O. Box 818, Stratford ON, N5A 6W1, or by telephone at 519-271-0250 ext. 5237 during business hours.

If you require this document in an alternate format, contact City Hall at 519-271-0250 ext. 5237, or email: clerks@stratford.ca.

The purpose of the attached application documents is to provide context for the proposal. Requests for enlarged copies of these documents can be sent to planning@stratford.ca.

Location Map
File # A16-26
236 Ontario Street



<u>Proposed Site Plan</u>
File # A16-26
236 Ontario Street



The purpose of this site plan is to provide context for the proposal. Staff understand that the detailed notations and measurements may not be clearly visible. If you would like an enlarged copy of the plan with the visible details, please reach out to planning@stratford.ca.