



Date Wednesday, December 07, 2022

From Jenn Burnett, Senior Planner

Subject Committee of Adjustment Appointment of Council Members

Report PL.2022.61

Recommendation

Whereas Council endorsed ratification of By-law 2022-042, being a By-law to establish a Committee of Adjustment and Committee procedures at their meeting on July 13, 2022; and

Whereas Section 4.5 of By-law 2022-042 requires two (2) members of Council to be appointed to the Township Committee of Adjustment;

Now Therefore, Council hereby appoints two (2) members to said Committee, for the 2022-2026 Council term.

Discussion

In July 2022, Council restructured the Committee of Adjustment and moved to fill three of the five positions with citizen members. On September 21, 2022 Council passed By-law 2022-063 and appointed three citizen members to the Committee of Adjustment. Procedurally, in accordance with By-law 2022-042 which establishes Committee of adjustment procedures, Council shall now appoint 2 members of Council to the Committee.

4.4 Council members shall be appointed to the Committee at the start of each Council term.

4.5 Two (2) Council members shall be appointed to the Committee.

The Committee of Adjustment approves planning applications related to minor variances and severances, or lot creation. The Committee meets on the third Tuesday of each month and Council members on the Committee are compensated in accordance with the Council Renumeration Policy.

The number of planning applications heard by the Committee each month varies with the average meeting considering 5 applications. In months where there are no applications being considered, the meeting will be cancelled.

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A Committee training session will be held on December 13, 2022 at 5:00 pm for all members of the Committee and mandatory online training modules will be available beginning December 7, 2022. Applications have been scheduled for the Committee's consideration at the January 17, 2023 meeting.

Respectfully Submitted:

Jenn Burnett, MSc., MCIP, RPP
Senior Planner

Report Approval Details

Document Title:	PL.2022.61 Committee of Adjustment Appointment of Council Members.docx
Attachments:	- By-law 2022-042 - Committee of Adjustment Proceedure By-Law.pdf
Final Approval Date:	Nov 25, 2022

This report and all of its attachments were approved and signed as outlined below:

Cynthia Fletcher, Chief Administrative Officer