



**The Corporation of the Township of Brock  
Committee of Adjustment Minutes**

**April 15, 2025  
Virtual Meeting**

Members present: Mike Cole, Chair  
Ralph Maleus, Vice-Chair  
Gloria Stewart  
Negin Khorasani

Staff Present: Robin Prentice, Director of Development Services /  
Secretary-Treasurer

Others Present: S. Ferraro  
T. Punit

Regrets: Kitty Bavington

---

**1. Call to Order**

M. Cole called the meeting to order at 7:00 PM and a quorum was present.

**2. Introduction of Committee Members and Staff Present**

**3. Declaration of Conflict of Interest**

None.

**4. Confirmation of Minutes**

Moved by R. Maleus  
Seconded by N. Khorasani

That the meeting minutes from February 18, 2025 be approved.

**Carried.**

## 5. Hearing of Applications

### 5.1 File No.: A/01/25

Owner: T. & D. Punit

Applicant / Agent: H. Weatherbee

Address of Property: Howard Avenue

Purpose of the Application:

The purpose of the application is to reduce the minimum exterior side yard setback from 15m to 12.2m to facilitate the construction of a new single detached house on the property.

#### 5.1.1 Staff Report to the Committee of Adjustment

Report No.: 2025-CoA-003

S. Ferraro, agent, presented the application on behalf of their client, T. & D. Punit, the owners of the Howard Ave property. The applicants are requesting a reduced side yard setback as the property is an irregular shape. All other provisions comply with the Township's Zoning By-law. The proposed new house is a bungalow and meets the required height provisions. The proposed site plan has received approval from LSRCA.

R. Prentice, Secretary-Treasurer, outlined the staff report, which includes a summary of all agency comments received. Staff followed up with LSRCA and the review fee has been paid. As the property is located within a regulated area, they owners will need to obtain a permit from LSRCA prior to submitting their building permit application to the Township. No comments have been received from the public and no members of the public were in attendance.

R. Maleus, Committee member, visited the property. The proposed house makes sense for the site and reduced setback is minor and compatible with the neighbourhood.

N. Khorasani, Committee member, agreed and thought the design is good for the site.

M. Cole, Committee member, asked if any work has been done on the septic system. S. Ferraro noted that the septic system is still being designed. It may require a raised bed.

G. Stewart, Committee member, asked if there is going to be a basement in the house given it's in a low area. S. Ferraro responded that there is a basement proposed.

Decision:

Having reviewed and considered all the agency comments, written submissions and oral submissions, I hereby move that Staff Report 2025-CoA-003 be received; and that Minor Variance application A/01/25 to reduce the exterior side yard setback to 12.2m be approved. The proposed application is considered minor in nature, is consistent with the general intent and purpose of the Official Plan and Zoning By-law and is considered desirable for this site.

Moved by N. Khorasani

Seconded by G. Stewart

**Carried.**

**6. Other Business**

None.

**7. Next Meeting**

May 20, 2025 - 7:00 PM

**8. Adjournment**

Meeting adjourned at 7:15.

Moved by N. Khorasani

**Carried.**