

COMMITTEE OF ADJUSTMENT MEETING MINUTES

Wednesday, July 30, 2025, | 4:00 pm
Virtual Meeting via Zoom

MEMBERS PRESENT Barbara Hicks(Chair) | Carol Hudson | Larry Lantz | Brandon Koebel

OTHERS PRESENT Andrew Wilken, Secretary -Treasurer | Jordan Whitmore, Deputy CBO | Sue Paterson, Mayor | Warren Dickert, Deputy Mayor | Aindrila Sengupta, Building & Planning Administrative Assistant | Ronald McTeer – 600 10th Ave |

REGRETS Mark Ebert | Bill Switzer

**DISCLOSURE OF
PECUNIARY INTEREST** None

DELEGATIONS Edward Mak – Agent, 612 10th Ave

1. Adoption of July 9, 2025, Regular Meeting Minutes

Moved by BRANDON KOEBEL / Seconded by CAROL HUDSON

That the minutes of the July 9, 2025, regular meeting be approved as printed and circulated.

CARRIED

2. Business Arising from Minutes

The Secretary-Treasurer advised the committee that Minor Variance application A3-25 was deferred. The committee provided guidance on certain parameters they would be more comfortable with, and the applicant is in the process of revising the application accordingly. A future Committee of Adjustment meeting will be required to review the revised proposal. Regarding Minor Variance application A4-25, the 20-day appeal period concluded on July 30th, with no appeals received. It is anticipated that the applicant will now proceed with the application for a building permit.

3. Minor Variance Application, A5-25, 1000291312 ----- 612 10th Ave

The Secretary-Treasurer informed the committee that the Notice of Public Meeting for Minor Variance Application A5-25 was mailed to all commenting agencies on July 17, 2025, in accordance with *Section 45 of the Planning Act, R.S.O. 1990*. The notice was also posted on the Town of Hanover website, circulated to abutting landowners within 60 meters of the subject lands, and displayed on the property.

The Secretary-Treasurer introduced Minor Variance Application A5-25 for the property located at 612 10th Avenue, formerly a garment factory in Hanover. The applicant, represented by Edward Mak from Evans Planning, is seeking relief from parking requirements under Section 6.13 of the Comprehensive Zoning By-Law. Specifically, the proposal requests a reduction from the required 46 parking spaces to 36 parking spaces for the redevelopment of the property into a multi-unit residential complex. The development aims to accommodate a range of tenants, including business professionals, seniors, and affordable housing units. The property is currently zoned R5-3, which allows for apartment units.

As part of the application process, the Secretary-Treasurer informed the committee that several public comments had been received from local residents Suzy Park, Jarmila Thea, Negar Kharsani, Paul Wilken, Jack and Debbie Kamstra, Ronald McTeer, Ed and Liz Leno, John Rudd, and Wayne Gannon. These comments were then read aloud to the committee by the Secretary-Treasurer.

The Chair then welcomed Edward Mak to the meeting, giving him the opportunity to present the details of the project to the committee. Edward Mac, acting as the representative for the owner of 612 10th Avenue, explained that the Minor Variance application seeks a reduction in the required parking spaces from 46 to 36 for the proposed conversion of the existing building into a 41-unit apartment complex. The property is located on the west side of 10th Avenue, between 14th and 16th Streets, north of downtown Hanover. He also provided images of the existing condition of the property, which has been vacant for several years.

Mr. Mak further explained that the property is located approximately 500 meters (or a 6-minute walk) from downtown Hanover, where a variety of amenities, including restaurants, grocery stores, and banks, are available. The property received a walk score of 78 out of 100, indicating that most errands can be accomplished on foot. Proxy parking surveys were conducted at three similar multi-family apartment sites in Hanover, which determined a parking utilization rate of 0.76 spaces per unit. Applying this rate to the proposed 41 units would generate a need for 31 parking spaces, while 36 spaces are being proposed.

The Chair then opened the floor for members of the public to speak. Ronald McTeer, a resident of 600 10th Avenue, raised concerns about the type of buffering between his property and the proposed development. He also inquired whether the parking lot would be paved. In response, Mr. Mak clarified that the owner was not proposing an asphalt driveway in order to avoid water runoff onto adjacent properties. Instead, they intended to use a permeable surface. The Secretary-Treasurer further clarified that the specifics regarding the driveway material, as well as the type of fencing or buffering, would be determined through the site plan control process, where these details will be finalized.

The Secretary-Treasurer informed the committee that the Planning Advisory Committee (PAC) had reviewed the application on July 8, 2025, and after a constructive discussion, they recommended that the application proceed to the Committee of Adjustment.

During the meeting, committee members raised several concerns regarding the viability of the parking studies, snow removal and plowing, the exterior facade treatment, accessibility aspects of the building, leasing of parking spaces, and parking space delineation. Mr. Mak addressed each of these concerns in detail, offering confirmation that all necessary measures would be implemented in collaboration with the municipality.

After these issues were thoroughly discussed and satisfactorily addressed, a motion was made to approve the project. It was then,

Moved by LARRY LANTZ / Seconded by CAROL HUDSON

That the Minor Variance application be granted subject to the following conditions:

1. that the approval be for this application only;
2. that the proposed development will not adversely affect or restrict the uses in the surrounding area;
3. that a survey be prepared to confirm all boundaries;
4. that buffering along the south and west property lines be constructed, to the satisfaction of the Town of Hanover.
5. Parking space delineation and surfacing to be at the satisfaction of the Town of Hanover.

CARRIED

4. Correspondence

None

5. New Business

None

6. Adjournment

Moved by BRANDON KOEBEL

That the meeting now be adjourned at 4:59 pm.

Chair, Barbara Hicks

Secretary-Treasurer, Andrew Wilken