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Date: August 6, 2024

To: Committee of Adjustment

From: Lindsay King
Intermediate Planner

Re: Minor Variance File No. A32-2024 – 9 Garden Avenue

The purpose of this memo is to inform the Committee of Adjustment that Staff are recommending the deferral of Minor Variance Application A32-2024 for 9 Garden Avenue. The application was originally brought to the Committee of July 3, 2024. During this meeting, the Committee requested a deferral and that a second public meeting be held.

Since this initial meeting, Staff have collaborated with the applicant on their revised minor variance application. The revised application was recirculated by public mail to the 80 property owners within 60 m of the subject lands, however it has come to Staff's attention that the public notice sign on site was not updated. The *Planning Act* requires that a public notice sign be posted on site in advance of the statutory public meeting. Staff are requesting a deferral to allow for the sign to be properly updated, in compliance with the Acts requirements for statutory public meetings. Staff appreciate the Committee's understanding and support in this matter.

Lindsay King
Intermediate Planner