



# COMMITTEE OF ADJUSTMENT NOTICE OF PUBLIC HEARING

**File No:** A02-2025  
**Property Address:** 191 Jones Street East  
**Property Owner:** Kathy Lee Neale

**TAKE NOTICE THAT** the Corporation of the Town of St. Marys will hold a public hearing on Wednesday, February 4, 2026, at 6:00 p.m. to hear an Application for Minor Variance under Section 45(1) and (2) of the Planning Act, R.S.O. 1990 and you are invited to attend. Details for attendance are provided below.

**Description and Location of Subject Lands**

The Site is located on the north side of Jones Street East, between Church Street and Peel Street South, as shown on the General Location Map. The Site is designated as Downtown according to Schedule ‘A’ of the Town of St. Marys Official Plan and is zoned Central Commercial Zone One (C1-H) and Flood Fringe Constraint Are in the Town of St. Marys Zoning By-law. In the C1 Zone, a dwelling unit is only permitted in the upper portion or upper floor levels of a commercial building.

There is an existing legal non-conforming single detached dwelling on the property and the Owner is proposing to establish an additional residential unit in the basement. No exterior renovations or enlargements of the existing single detached dwelling are proposed.

**Purpose and Effect of Minor Variance Application**

The purpose and effect of the Minor Variance Application is to seek approval to allow the use of the existing building for a purpose that is similar to the legal non-conforming use.

**Meeting Details**

The Town’s Committee of Adjustment will be considering the Application at its meeting as follows:

**Date:** Wednesday, February 4, 2026  
**Time:** 6:00 P.M.  
**Place:** To **observe** the meeting:  
  
**In-person:** 408 James Street South – Municipal Operations Centre Boardroom



**Town’s YouTube Channel:**

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

To attend as a **delegation** please email [planning@town.stmarys.on.ca](mailto:planning@town.stmarys.on.ca) no later than noon Friday, January 30, 2026, requesting to be a delegation and include any materials you wish to share with the Committee of Adjustment.

**TOWN OF ST. MARYS | BUILDING & DEVELOPMENT**  
Municipal Operations Centre, 408 James St. S., PO Box 998, St. Marys ON N4X 1B6

Phone: 519-284-2340, ext. 215 | Fax: 519-284-0902  
[gbrouwer@town.stmarys.on.ca](mailto:gbrouwer@town.stmarys.on.ca) | [www.townostmarys.com](http://www.townostmarys.com)



To provide comment for the Committee's consideration, comments can be submitted via email to [planning@town.stmarys.on.ca](mailto:planning@town.stmarys.on.ca), by mail to the Town Office P.O. Box 998, St. Marys ON N4X 1B6 before 12 noon on Wednesday, February 4, 2026.

Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a staff report and will be included in the Council agenda and minutes. Agendas and minutes are published on the Town of St. Marys website:

[https://calendar.townofstmarys.com/council?\\_mid=100956](https://calendar.townofstmarys.com/council?_mid=100956)

#### **Other Information:**

The Committee of Adjustment decision(s) may be appealed to the Ontario Land Tribunal by the applicant, the Minister, a specified person or a public body as defined under subsection 1(1) of the Planning Act, R.S.O. 1990, c. P.13. If a specified person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed Minor Variance does not make oral submission at a Public Hearing or make written submissions to the Committee of Adjustment before a decision is made on the Minor Variance, the Ontario Land Tribunal may dismiss the appeal. Be advised that a person is no longer able to appeal the decision, other than any persons listed above.

An appeal to the decision of the Committee of Adjustment to the Ontario Land Tribunal must be filed to the Secretary-Treasurer outlining the reasons for the appeal. The appeal must include a completed Ontario Land Tribunal Appeal Form and the appeal fee for each Application appealed, paid by certified cheque or money order or made payable to the Minister of Finance. Ontario Land Tribunal Forms can be obtained at [www.olt.gov.on.ca](http://www.olt.gov.on.ca).

#### **Notification**

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed Minor Variance, you must make written request to the above address. This will also entitle you to be advised of any Ontario Land Tribunal Hearing.

If you have any questions regarding the application please contact Grant Brouwer, Secretary-Treasurer/ Director of Building and Development, at 519-284-2340 ext. 215 or [gbrouwer@town.stmarys.on.ca](mailto:gbrouwer@town.stmarys.on.ca)

Information can also be provided in an accessible format upon request.

**DATED** at the Town of St. Marys, this 20<sup>th</sup> day of January, 2026.