

Application B08-25-PC

September 18, 2025

IN THE MATTER OF the *Planning Act*, R.S.O., 1990, c.P. 13, Section 53 (1);

AND IN THE MATTER OF the lands legally known as Concession 1, Part Lot 12, on RP 30R11444, formerly in the Township of Humberstone, currently in the City of Port Colborne, on Part 1, located in the Hamlet Development (HD) zone, municipally known as 953 Cedar Bay Road.

AND IN THE MATTER OF AN APPLICATION by the owner, Crystal McNay, for consent to adjust the boundary of a property for the purposes of merging two lots. The subject parcels are shown as Parts 2 and 4 on the proposed sketch.

Given the information above, Planning staff recommend application **B08-25-PC** be **granted** subject to the following conditions:

1.

That the applicant provides the Secretary-Treasurer with the deeds for the conveyance of the subject parcel or a registrable legal description of the subject parcel, and a copy of the deposited reference plan, for use in the issuance of the Certificate of Consent.
2.

That a final certification fee of \$400 payable to the City of Port Colborne is submitted to the Secretary-Treasurer.
3.

That a drainage apportionment agreement be completed by the City's Drainage Superintendent or by an approved engineer at the cost of the applicant. A copy of the deposited plan must be delivered to the Drainage Superintendent through the planning department for the apportionment agreement to be completed.
4.

That all conditions of consent be completed by September 10, 2027.

LOT ADDITION

1.

That the applicant's solicitor shall provide written confirmation to the Secretary Treasurer of the Committee of Adjustment that under the *Planning Act*, the severed lands will merge with the adjacent lands known as 953 Cedar Bay Road.
2.

That, immediately following the registration of the Transfer of the lot addition lands, the applicant/owner shall register an Application to Consolidate Parcels in order to include the lot addition with the abutting lands municipally known as 953 Cedar Bay Road. The Secretary Treasurer shall accept, to their satisfaction of this condition, and Undertaking from an Ontario solicitor to register the Application to Consolidate Parcels within 60 days following registration of the Transfer of the lot addition lands.
3.

That the owner of the remnant lands and the subject lands that are going to be subject to the lot addition provide an agreement of "Purchase and Sale" to the owner of 953 Cedar Bay Road.

For the following reasons:

1.

The application is consistent with the Provincial Planning Statement and conforms to the Niagara Official Plan, City of Port Colborne Official Plan, will comply with the provisions of Zoning By-law 6575/30/18, as amended.

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NOTE: No public comments were received during the decision-making process.

DATED AT PORT COLBORNE this 10th of September 2025.

DECISIONS SIGNED:

"Dan O'Hara"		"Dave Elliot"		"Eric Beauregard"		"Gary Bruno"	
Signature of	Signature of	Signature of	Signature of	Signature of	Signature of	Signature of	Signature of
Committee	Committee	Committee	Committee	Committee	Committee	Committee	Committee
Chair	Member	Member	Member	Member	Member	Member	Member
Dan O'Hara	Angie Desmarais	Dave Elliott		Eric Beauregard		Gary Bruno	

THE LAST DATE ON WHICH AN APPEAL TO THE ONTARIO LAND TRIBUNAL MAY BE FILED IS:

[October 8, 2025](#)

The Decision of the Committee of Adjustment, when not appealed, does not become final and binding until **20 days** from the giving of the notice has elapsed as set out in subsection (21) of Section 53 of The Planning Act, R.S.O. 1990, c.P.13, as amended.

Appeal to the Ontario Land Tribunal

The applicant, the Minister or any specified person or public body who has an interest in the matter may within 20 days of the making of the minor variance decision (20 days from date of mailing of consent decision) appeal to the Ontario Land Tribunal (OLT) against the decision of the Committee by filing with the Secretary-Treasurer of the Committee a completed Appellant Form (A1) accompanied by payment of the fee. **A copy of the appeal form is available on the Ontario Land Tribunals website at <https://olt.gov.on.ca/tribunals/lpat/forms/appellant-applicant-forms/>**

Cost of the Appeal

The cost of the appeal is \$400 for the first consent, or minor variance application. Each additional appeal filed by the same appellant against connected consent or minor variance applications is \$25.00. Appeal fees must be paid by certified cheque or money order to the **Minister of Finance**.

OLT Process

On an appeal to the OLT, the Tribunal shall, except if all appeals are withdrawn or if the Tribunal dismisses the appeal, hold a hearing of which notice shall be given to the applicant, the appellant, the Secretary-Treasurer of the Committee and to such other persons and in such manner as the Tribunal may determine. If within such 20 days no notice of appeal is given, the decision of the Committee is final and binding, and the Secretary-Treasurer shall notify the applicant. Where all appeals to the OLT are withdrawn the decision of the committee is final and binding and the Secretary of the Tribunal shall notify the Secretary-Treasurer of the committee who in turn shall notify the applicant.

OLT Dismissal Without Hearing

The OLT may dismiss the appeal and may make any decision that the Committee could have made on the original application. The OLT may dismiss all or part of any appeal without holding a hearing, on its own motion or on the motion of any party if it is the opinion that,

1. The reasons set out in the notice of appeal do not disclose any apparent land use planning ground which the Tribunal could allow all or part of the appeal;
2. The appeal is not made in good faith, or is frivolous, or vexatious;
3. The appeal is only made for the purpose of delay;
4. The appellant has not provided written reasons for the appeal;
5. The appellant has not paid the fee prescribed under the *Ontario Land Tribunal Act*, or;
6. The appellant has not responded to a request by the OLT for further information within the time specified by the Tribunal.

Appeals should be directed to:

Secretary-Treasurer
Port Colborne Committee of Adjustment
City of Port Colborne
66 Charlotte Street
Port Colborne, Ontario L3K 3C8
Telephone: (905)-228-8124