



## External Briefing Note

**GEORGINA**

**Subject:** Deferral Memo B15-22, 23548 Woodbine Avenue

**To:** Committee of Adjustment

**From:** Jessica Peake, Planner II

**Date:** November 28, 2022

**Briefing:**

The owner of the above noted property submitted Consent Application B15-22 to create one new commercial lot from the existing lot.

The Planning Act requires that a Notice of Hearing be circulated to all landowners within 60 metres of a property that is subject to a Consent. The Applicant provided the Town with additional parties with an interest in the subject property, and in order to comply with the Planning Act, it is necessary to undertake a new Notice of Hearing circulation.

In light of the foregoing, Staff recommend that Consent application B15-22 be deferred to a future Committee of Adjustment meeting to allow sufficient time to circulate the Notice of Hearing in accordance with the Planning Act.

Regards,  
Jessica Peake  
Planner II