



Municipality of Shuniah

COMMITTEE OF ADJUSTMENT

NOTICE OF HEARING FOR MINOR VARIANCE

Take notice that under the provisions of Section 45 of The Planning Act, 1990, as amended, an application has been made to the Committee of Adjustment.

Application No.:	A26-4
Applicant:	Robert W Squitti
Roll No:	2-09022
Property Address:	163 Alder Road
Legal Description:	PLAN M394 LOT 2 PCL 2-1
Zoning:	Shoreline Residential
Purpose:	10.3 – Reduce front yard set back from 21.5 to 20.1 meters
Time and Date of Hearing:	October 14th, 2026 at 5:30 p.m.
Subject to Another Planning Application:	No

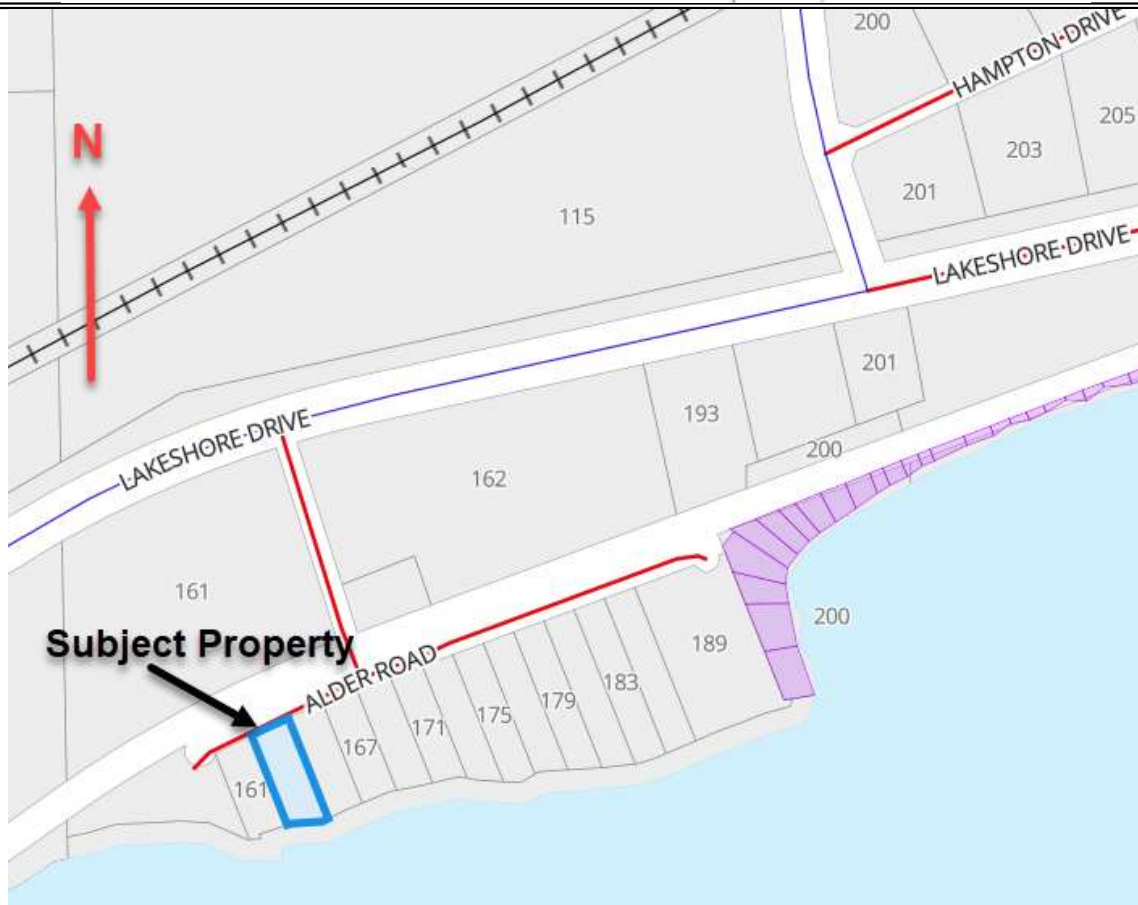
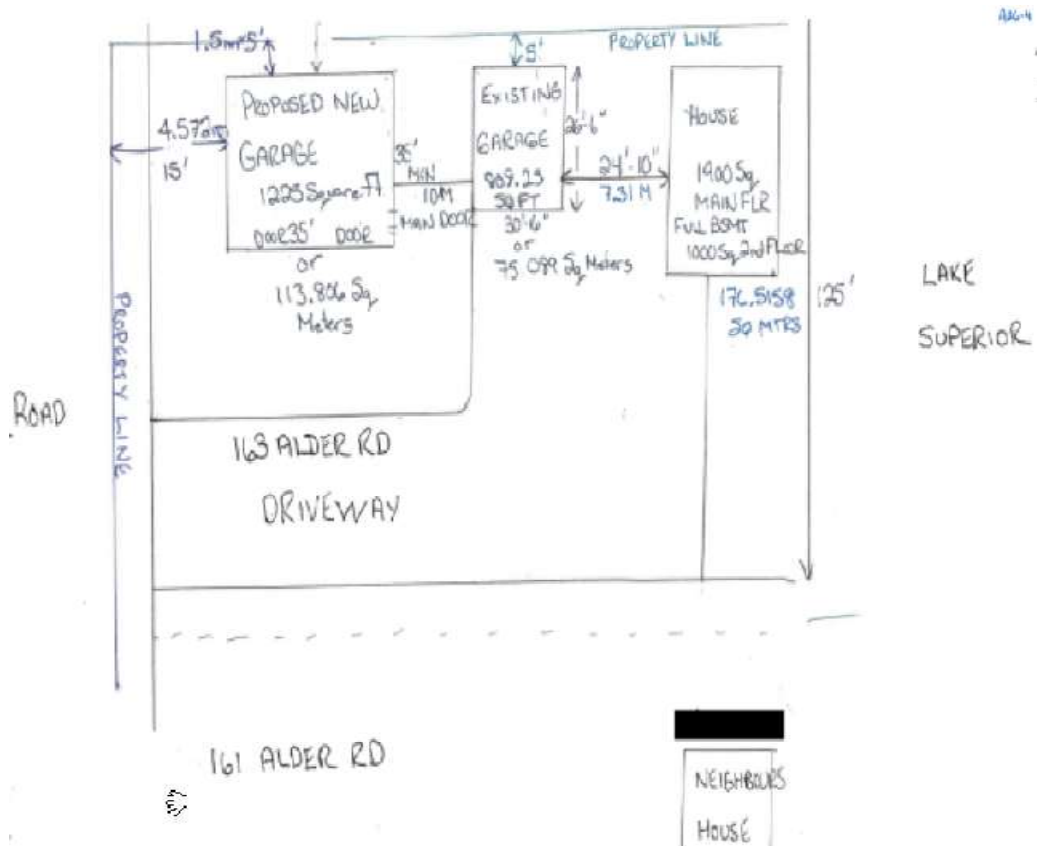
Committee of Adjustment hearings are open to the public. You can attend either in person at council chambers, or electronically over Zoom. The Zoom log in information will be available on the agenda, once posted. Agendas can be found by selecting the date of the meeting on the following website <https://shuniah.civicweb.net/Portal/> Agendas will be posted by 4:30 p.m. on the Friday before the meeting.

To submit written comments or make a deputation in person, or to make an electronic deputation at the hearing please see Important Information on the next page or contact Jennifer of the Committee of Adjustment at clerkdept@shuniah.org or (807) 683-4548. Please note, comments are made available to the public, and are available on the municipal website.

In order to appear on the agenda, written comments and deputation requests must be received by noon on the Wednesday before the scheduled Committee of Adjustment hearing, which is Wednesday, October 7th, 2026. Comments received after this time will still be provided to the Committee, but they will not be attached to the agenda. Written submissions on an Application shall only be received until noon two business days prior to the scheduled hearing, which is Monday, October 12th, 2026.

To obtain more information:

To obtain more information regarding this application, including plans, sketches and Staff Reports, please contact Committee of Adjustment staff during regular business hours (Monday – Friday, 8:30 a.m. to 4:30 p.m.). Information pertaining to this application is also available at www.shuniah.org (under the Application Notices heading). Once posted, the meeting of agenda can be found by selecting the date of the meeting on the following website <https://shuniah.civicweb.net/Portal/>



Participation (In Person and Electronic Options)

Any person who supports or opposes this application may appear either in person or electronically over Zoom. A person may either appear personally, by agent, or by solicitor, to present any reasons why this petition should be granted or denied. If someone is unable to attend the hearing, they may make a written submission that includes reasons for support or opposition. Written submissions on an Application shall only be received until noon two business days prior to the scheduled hearing, which is Monday, October 12th, 2026.

Written submissions can be mailed and/or emailed to: Municipality of Shuniah
420 Leslie Ave
Thunder Bay, ON P7A1X8
Email: clerkdept@shuniah.org

Please cite **Application A26-4** when submitting your comment.

Residents can view a live stream of the meeting via Zoom. Log in information will be available on the meeting agenda.

To make a deputation, we ask that residents complete and submit the Public Deputation Form **no later than noon on the Monday prior to the scheduled hearing which is Monday, October 12th, 2026** (see above for contact details). The Public Deputation Form is attached. Additional information regarding electronic meeting procedures and public participation is available at www.shuniah.org. The committee shall hear the applicant and every other person who desires to be heard in favour of or against the application. Presentations to the Committee are limited to 5 minutes in length.

Please note that Committee of Adjustment meetings may be audio/video recorded. Your name, address, comments, and any other personal information will form part of the public record pertaining to this application. If a party does not participate in the hearing, the Committee may proceed without a party's participation and the party will not be entitled to any further notice regarding the proceeding.

If the applicant does not attend or is not represented at this hearing, the Committee may defer the file or proceed in their absence and make a decision, or may consider the application to have been abandoned or withdrawn and close the file.

Public Record:

Personal information collected because of this public meeting is collected under the authority of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the Planning Act and all other relevant legislation, and will be used to assist in deciding on this matter. All personal information (as defined by MFIPPA), including (but not limited to) names, addresses, opinions, and comments collected will become property of the Municipality of Shuniah, will be made available for public disclosure (including being posted on the internet) and will be used to assist the Committee of Adjustment and staff to process this application.

Notice of Decision:

This notice is sent to the applicant, to various agencies, and in some cases, to surrounding property owners for their information. If you wish to be notified of the decision in respect to this application or a related Ontario Land Tribunal (OLT) hearing you must complete the attached Request for Decision form and submit to the Secretary Treasurer of the Committee of Adjustment. In the absence of a written request to be notified of the Committee's decision no further notice of this Hearing, a deferred Hearing date, or the decision of this Committee, will be sent to anyone other than the applicant.

Ontario Land Tribunal (OLT):

In accordance with section 45(12) of the Planning Act, 1990 and amendments thereto, the decision may be appealed to the Ontario Land Tribunal by the applicant, the Minister of Housing, or any person or public body who has an interest in the matter. Only individuals, corporations and public bodies may appeal decisions in respect of applications for consent to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or a group on its behalf. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group.

If a 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 written submissions to the Committee of Adjustment before making a decision, the Ontario Land Tribunal may dismiss the appeal.

An appeal against the decision must set out the reasons for the appeal, must be filed with the Secretary-Treasurer of the Committee of Adjustment, and must be accompanied by the fee required by the Ontario Land Tribunal. The OLT Appeal Fee may be paid by certified cheque or money order payable to the "Minister of Finance." Notice of appeal forms can be obtained at <https://olt.gov.on.ca> or by visiting our office.

Jennifer Kruzick

Jennifer Kruzick, Secretary-Treasurer
Committee of Adjustment
Municipality of Shuniah
420 Leslie Avenue
Thunder Bay, Ontario P7A 1X8

mailing date: Sept 18, 2026
email: clerkdept@shuniah.org
Phone 807-683-4548
Fax 807-683-6982

DEPUTATION FORM / REQUEST FOR DECISION

To make a formal deputation, residents must complete and submit this Deputation Form to the Secretary-Treasurer of the Committee of Adjustments no later than noon on the Monday prior to the meeting, which is October 12th, 2026.

If you do not want to make a deputation, but still wish to be notified of the Committee's decision or a related Ontario Land Tribunal (OLT) hearing you must complete this form and submit it to the Secretary-Treasurer of the Committee of Adjustment.

☐ I wish to make a deputation with respect to Application A26-4 on October 14th, 2026 and I wish to be notified of the Committee's Decision and Ontario Land Tribunal hearing (if applicable).

My deputation will be (check one) ☐ in person ☐ electronic

☐ I wish to make a deputation with respect to Application A26-4 on October 14th, 2026 but I *do not* wish to be notified of the Committee's Decision and Ontario Land Tribunal hearing (if applicable).

My deputation will be (check one) ☐ in person ☐ electronic

☐ I do not wish to make a deputation, but I wish to be notified of the Committee's decision with respect to A26-4 and the Ontario Land Tribunal Hearing (if applicable)

*Please print and ensure form is legible

Name: _____

Address: _____

Phone
Number: _____

Email Address: _____



Municipality of Shuniah

Application for Minor Variance

Under Section 44 & 45 of the Planning Act
Committee of Adjustment of the Municipality of Shuniah

Note to Applicants:

The pre-consultation fee is non-refundable whether the application moves forward to a hearing or not. The application fee is non-refundable whether the application is approved or denied at the hearing. An application to the Committee of Adjustment may not be considered without the following:

1. approval of the Thunder Bay District Health Unit. Contact the TBDHU Septic and Land Division Section for guidelines and fee structure at 807-625-7990.
2. finalization of the pre-consultation and submission of a complete application with the required fees.

In this form the term "subject property" or "the property" means the land to be severed and the land to be retained. A site visit is required. Submission of this application constitutes tacit consent for authorized Municipality of Shuniah staff to inspect the subject property or premises. The Hearing agenda and supporting documents will be made available to the public on our website, www.shuniah.org, for further information please contact our office.

Application:

The information required by the applicant is prescribed by the Schedule to Ontario Regulation 200/96 made under the Planning Act. A Site Plan/Sketch (see Notes 3) and a Planning Justification Report (see Schedule B) are also required. The application form also sets out other information that will assist the Municipality and others in their planning evaluation of the minor variance application. To ensure the quickest and most complete review, all information should be submitted at the start of the pre-consultation. In the absence of this information, it may not be possible to complete the pre-consultation process and the application may be refused. Applications to the Committee of Adjustment are processed in accordance with Provincial Legislation and information provided by the applicant. It is the responsibility of the applicant to ensure the information accuracy prior to submission to this office. Once the pre-consultation has been finished and the application is complete, the completed application can be submitted along with the applicable fees. Once the application is determined complete and submitted any revisions and/or changes to the application, including dimensions, will not be allowed. Please ensure the accuracy of your application. Errors or omissions may require a further application and additional expense.

Submission Process

Pre-Consultation:

A Pre-Consultation process with the Municipality must be finished before the application is deemed complete. During the pre-consultation your application will be reviewed and (if necessary) returned to you for further revisions until it has been deemed complete. The following documents are to be included in the package submitted for pre-consultation:

- ☐ pre-consultation fee (non-refundable)
- ☐ the application (unsigned) in paper or electronic PDF format
- ☐ owners authorization letter (Schedule A)
- ☐ sketch/site plan (Notes 3)
- ☐ planning justification report (Schedule B)

Submission of the Application:

Once the pre-consultation process has finished and the application has been deemed complete, the appropriate fees can be paid and the completed application can be signed and submitted. The application must be signed by the owner(s) or authorized agent in the presence of a Commissioner, Notary Public, etc. A Committee of Adjustment Hearing will then be scheduled. The application and supporting documents will be made available to the public on the Shuniah website, www.shuniah.org. The applicant or authorized agent is requested to attend the hearing to respond to questions or concerns the committee or members of the public may have. In the absence of authorized representation, the committee may defer an application or render a decision.

Disclosure of Information:

All information submitted in support of this application will be considered public information, including any reports, studies, drawings or other documentation submitted by applicant(s), agent(s), consultant(s) or solicitor(s). The Municipality of Shuniah is permitted to make the application and any associated supporting information available to the general public, including posting electronic versions of the application form and associated studies and reports online. The Municipality of Shuniah is also permitted to provide copies of the application and any supporting information to any member of the public or other third party which requests the information.

Municipality of Shuniah – Application for Minor Variance

FOR OFFICE USE ONLY		Application No.:	A26-4
Date of Pre-consultation	August 19-7	Receipt No.:	78434
Pre-Consultation Fee	\$ 500.00	Receipt No.:	
Date Complete App Received		Cheque No.:	
Application Fee	\$		
LRCA Fee	\$		
Date Notice Given			

1. Registered Owner:

Owner's Name (List Association Name if applicable):

ROBERT W. SQUITTI

Owner's Mailing Address:

City/Town/Municipality:

Prov. Postal Code:

Phone:

Cell:

ite:

Email Address:

Alternate Email Address:

2. Applicant/Agent Information: (If different from Registered Owner, an Owner's authorization is required, see Schedule A)

Applicant's Name:

Solicitor/Authorized Agent/Firm:

Applicant's Mailing Address:

City/Town/Municipality:

Prov.: Postal Code:

Phone:

Cell:

Alternate:

Email Address:

Alternate Email Address:

Send Correspondence To? (Check all that apply) ☐ Owner ☐ Applicant ☐ Agent/Solicitor

3. Location of Subject Property:

Property Address (and site description if in an Association):

Property Roll Number - 58-28-010-002 - 09022-0000 (obtained from tax bill or assessment notice)

Concession No.	Section No.
Registered Plan No. M394	Lot(s) No. 2
Mining Location PARCEL 2-1	Reference Plan No. Pts.

Road access: Fire No. and Common Road Name

163 ALDER RD

Road Ownership:

☒ Municipality
☐ Private☐ Ministry of Transportation
☐ Other

Water access (if applicable):

(a) If the proposed access is by water, please describe the nearest public boat launching and car parking facility and if secured by registered easement.

N/A

(b) How far is it from the property and what facilities are there?

Other access: (Specify)

N/A