The Corporation of the Township of Central Frontenac

Committee of Adjustment Agenda

Tuesday, October 14, 2025 at 5:00 PM

Council Chambers, 14216 Road 38, Sharbot Lake, ON

Page

1. CALL TO ORDER

2. APPROVAL OF AGENDA

a. Agenda of October 14th, 2025

THAT the agenda of October 14th, 2025 be adopted as presented [amended].

3. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

4. APPROVAL OF MINUTES

a. Minutes of August 12th, 2025 5 - 10

08-12-2025 - Minutes

THAT the minutes of August 12th, 2025, be adopted as presented [amended].

5. DEFERRED ITEMS

6. APPLICATIONS FOR CONSENT

7. APPLICATIONS FOR MINOR VARIANCE

a. APPN-2025-0038 Cartledge 11 - 49

APPN-2025-0038 - Application

APPN-2025-0038 - Sketches

APPN-2025-0038 - Map

APPN-2025-0038 - Map 2.pdf

APPN-2025-0038 - RVCA Comments

APPN-2025-0038 Planning Report.docx

APPN-2025-0039 - Photos

THAT Minor Variance application APPN-2025-0038 Cartledge for Concession 3 Part Lot 19 RP 13R1557; PART 2, Geographic Township of Hinchinbrooke, 1087B Simmons Lane, Township of Central Frontenac, be approved to allow for a 8.2 square metres (88 square feet) in area and will extend 2.43 metres (8 feet) further towards the high-water mark of Elbow Lake than the existing screen porch, for a minimum waterbody setback of 23 metres (75.5 feet).;

AND THAT the effect of the application is to permit a variance from Section 5.6.2 & 4.26.5.a of the Zoning By-law 2011-52 as amended, to allow the development;

AND FURTHER THATthe Secretary-Treasurer shall issue the Notice of Decision in accordance with the requirements of the Planning Act, including providing the Notice of Decision to the applicant, any person or public body that made a written request to be notified, and any other person or public body prescribed.

b. APPN-2025-0039 Durandt (Daymark Design) 50 - 87

APPN-2025-0039 - Application

APPN-2025-0039 - Sketches

APPN-2025-0039 - Map.pdf

APPN-2025-0039 - Map 2.pdf

APPN-2025-0039 - RVCA Comments

APPN-2025-0039 Planning Report.docx

APPN-2025-0039 - Photos

THAT Minor Variance application APPN-2025-0039 Durandt (Daymark Design) for Concession 2, Part Lot 25 RP 13R5445; PART 10, 11, 12, Geographic Township of Hinchinbrooke, Township of Central Frontenac, be approved to allow for the removal and reconstruction of a enlarged single storey dwelling with a total footprint of 119.17 square metres

(1,282.7 square feet) and a minimum waterbody setback of 12.38 metres (40.6 feet) to the high-water mark of Eagle Lake;

AND THAT the effect of the application is to permit a variance from Section 5.6.2 & 4.26.5.a of the Zoning By-law 2011-52 as amended, to allow the development;

AND FURTHER THAT the Secretary-Treasurer shall issue the Notice of Decision in accordance with the requirements of the Planning Act, including providing the Notice of Decision to the applicant, any person or public body that made a written request to be notified, and any other person or public body prescribed.

c. APPN-2025-0042 - Rodd/Milne 88 - 125

APPN-2025-0042 - Application

APPN-2025-0042 - Sketches by Owner

APPN-2025-0042 - Map

APPN-2025-0042 - Map 2.pdf

APPN-2025-0042 - MVCA Comments

APPN-2025-0042 - Planning Report.docx

APPN-2025-0042 - Photos

THAT Minor Variance application APPN-2025-0042 Rodd/Milne for Concession 2, Part Lot 8, Part Road Allowance RP 13R19073 Part 2; Sharbot Lake, 1058B Antoine Rd, Geographic Township of Oso, Township of Central Frontenac, be approved to allow for 14.2 square meter (152.8 square foot) addition to an existing dwelling and minimum waterbody setback of 9 metres (29.5 feet) from the high-water mark of Sharbot Lake.

AND THAT the effect of the application is to permit a variance from Section 5.6.2 & 4.26.5.a of the Zoning By-law 2011-52 as amended, to allow the development;

AND FURTHER THAT the Secretary-Treasurer shall issue the Notice of Decision in accordance with the requirements of the Planning Act, including providing the Notice of Decision to the

applicant, any person or public body that made a written request to be notified, and any other person or public body prescribed.

8. OTHER PLANNING BUSINESS

9. ADJOURNMENT

THAT this meeting be adjourned until November 11th, 2025 at 5:00 p.m. virtually and in person in the Council Chambers located at 14216 Road 38, Sharbot Lake, or at the call of the chair.

Adjourned at _____p.m.

The Corporation of the Township of Central Frontenac Committee of Adjustment Minutes

Tuesday, August 12, 2025 at 5:00 PM

Soldiers Memorial Hall, 1107 Garrett St, Sharbot Lake ON

Roll Call

Members: Dan Meeks , Phillip Smith , Nicki Gowdy , Duncan McGregor , Bill Everett , Lynne Klages , and Cindy Kelsey

Regrets: Cathy MacMunn, Frances Smith , and Susan Irwin

Staff in Attendance: Abigail McKinnon, Chris Nelson, Jennie Kapusta , and Sonya Bolton

Public in Attendance: Daniel Pisani; Bill Wilson; Gary Feeney(Online); Kevin Feeney(Online); Robert Bankosky(Online);

1. CALL TO ORDER

2. APPROVAL OF AGENDA

a. Agenda of 12 Aug 2025

THAT the agenda of August 12th, 2025 be adopted as presented.

Moved by: Nicki Gowdy
Seconded by: Phillip Smith

Carried

3. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

None.

4. APPROVAL OF MINUTES

a. Minutes of 12 Aug 2025

Draft

THAT the minutes of July 8th, 2025, be adopted as presented.

Moved by: Dan Meeks
Seconded by: Phillip Smith

Carried

5. DEFERRED ITEMS

6. APPLICATIONS FOR CONSENT

None.

7. APPLICATIONS FOR MINOR VARIANCE

a. APPN-2025-0018 BANKOSKY

THAT APPN-2025-0018 be deferred to allow staff time to investigate penalties options;

AND THAT the applicant provide a survey sketch showing building locations and high water mark;

AND FURTHER THAT staff construct a time line of permits issued.

Moved by: Duncan McGregor
Seconded by: Nicki Gowdy

Carried

THAT Minor Variance application APPN-2025-0018 Bankosky for Concession 4, Part Lot 10, Geographic Township of Oso, 1120B Warrington Lane, Township of Central Frontenac, be approved to allow for the construction of a 29.7 square metres (320 square feet) portion of a deck;

AND THAT the effect of the application is to permit a variance from Section 5.6.2 & 4.26.5.a of the Zoning By-law 2011-52 as amended, to allow the development;

AND FURTHER THAT the Secretary-Treasurer shall issue the

Notice of Decision in accordance with the requirements of the Planning Act, including providing the Notice of Decision to the applicant, any person or public body that made a written request to be notified, and any other person or public body prescribed.

Moved by: Nicki Gowdy
Seconded by: Duncan McGregor

Deferred

Jennie Kapusta introduced the application and provided an overview of the details.

Phillip Smith asked whether site inspections are conducted for every application. Jennie Kapusta responded that site inspections are not completed for every application, including this one, as it involved a minor deck extension and no concerns had been raised to warrant an inspection.

Lynne Klages asked whether the photo provided was a mockup or if the work had already been completed. Abigail McKinnon confirmed that the deck has already been constructed.

Duncan McGregor noted that because no site visit had been conducted, there was no way to verify whether the setbacks shown on the diagram matched the actual setbacks on the property. Ms. Kapusta confirmed this was correct. She further explained that although the setbacks may not align with the existing deck, the setbacks approved by the Committee are the ones enforced through the building permit process. She noted that alterations may be required to ensure compliance with the Committee's decision.

Nicki Gowdy inquired about how staff verified whether construction had already taken place. Ms. McKinnon clarified that this application originated from a zoning clearance request, and at that time, no deck had been constructed.

Cindy Kelsey asked whether there are any penalty options for property owners who disregard the zoning by-law and approval process. Ms. McKinnon responded that the Planning Act and the zoning by-law only provide for penalties through the Provincial Offences Act, which is a lengthy process. She stated that she would look into alternative options. She also noted that in cases where minor variances result from compliance issues, an increased application fee is applied to cover administrative costs. However, in this case, the applicant was not charged the increased fee because the construction occurred after the application was submitted.

Ms. Kelsey then asked whether the applicant could be billed the difference to reflect the increased fee. Ms. McKinnon replied that she would consult with Cathy MacMunn, CAO/Clerk, regarding that possibility.

Resident Bill Wilson spoke about longstanding compliance issues with this property, including a potential encroachment into the waterbody setback. He stated that he believed the deck could have been designed in a way that would not encroach as far as what was currently proposed.

Mr. McGregor requested that the application be deferred to allow staff to conduct a site visit and verify the proposed setbacks. Ms. McKinnon responded that staff could attend the site and take measurements, but they are not surveyors and would not be able to determine the exact location. Ms. Kapusta suggested that the Committee could instead impose a condition requiring a survey sketch to confirm the exact location of the deck in relation to the property lines, which could then be submitted as part of the building permit process. Dan Meeks agreed that requiring a survey was a good idea and added that a penalty should also be considered if possible.

Ms. Gowdy asked whether a building permit for the deck was still active. Ms. McKinnon confirmed that no building permit for the deck had been issued.

Draft

Council decided to defer the motion, and a secondary motion was proposed.

b. APPN-2025-0028 PASANI

THAT Minor Variance application APPN-2025-0028 Pisani for Concession 8 North, Part Lot 3, Geographic Township of Oso,
1153 Feeney Lane, Township of Central Frontenac, be approved to allow for the construction of a 27.9 square metre (300 square feet) addition to an existing cottage and a 27.9 square metre (300 square feet) addition to an existing deck, for a total enlarged deck area of 53.5 square metres (575 square feet);

AND THAT the effect of the application is to permit a variance
from Section 5.6.2 & 4.26.5.a of the Zoning By-law 2011-52 as
amended, to allow the development;

AND FURTHER THAT the Secretary-Treasurer shall issue the
Notice of Decision in accordance with the requirements of the
Planning Act, including providing the Notice of Decision to the
applicant, any person or public body that made a written request to be notified, and any other person or public body prescribed.

Moved by: Lynne Klages
Seconded by: Cindy Kelsey

Carried

Jennie Kapusta introduced the application and provided an overview of the details.

The applicant, Daniel Pisani, presented to the Committee and provided some history of the property and his cottage. He explained that he resides full-time in a remote location where communication can be challenging. He further noted that his cottage had been damaged by a fallen tree,

and what began as exposing walls for repairs evolved into a larger project than he had originally intended.

Resident Kevin Feeney offered additional comments regarding the history of the property and the year of construction.

The motion was carried.

8. OTHER PLANNING BUSINESS

9. ADJOURNMENT

THAT this meeting be adjourned until September 9th, 2025 at 5:00 p.m. virtually and in person in the Council Chambers located at 14216 Road 38, Sharbot Lake, or at the call of the chair.

Moved by: Lynne Klages
Seconded by: Dan Meeks

Carried

Adjourned at 5:53 p.m.

Abigail McKinnon,
Secretary Treasurer

Bill Everett, Chair

Draft

TOWNSHIP OF CENTRAL FRONTENAC
COMMITTEE OF ADJUSTMENT

14216 Road 38, P.O. Box 89, Sharbot Lake, Ontario K0H 2P0
Telephone: 613-279-2935 **/ Fax:** 613-279-2422
www.centralfrontenac.com

APPLICATION TYPE **MINOR VARIANCE**
FILE # **APPN-2025-0038**
NAME **CARTLEDGE**

Township of
Central Frontenac
1084 Elizabeth Street, P.O. Box 89, Sharbot Lake, Ontario, K0H 2P0
Telephone: 613-279-2935 or 1-800-300-6851 (613 area code only) **Fax:** 613-279-2422
E-mail: planning@centralfrontenac.com

MINOR VARIANCE APPLICATION

1. APPLICANT INFORMATION

Name of Owners(s):	Name of Agent*: (see below)
John & Diane Cartledge, Brian and Jan Olson	NA
Address: [redacted]	Address:
Home Phone Number: [redacted]	Home Phone Number:
Work Phone Number:	Work Phone Number:
Cell/Alternate Phone Number: [redacted]	Cell/Alternate Phone Number:
Fax:	Fax:
Email Address: [redacted]	Email Address:

**When an applicant has appointed an Agent to act in his/her behalf, all communication will be sent to the Agent, unless otherwise requested.*

2. PROPERTY DESCRIPTION

2.1: Location and Description

Civic Address (911 Number and Road Name):	
1087B Simmons Lane	
Lot(s):	Concession(s):
19	3
Registered Plan Number:	Part Number(s):
RP13R1557	2
Geographic Township (Former Township):	
Central Frontenac	

2.2: Site Characteristics

Average Depth (m):	Area (ha):
221	0.24
Road/Water Frontage (m):	**Other:**
219	lot is irregular in shape
Adjacent Body of Water (if applicable):	
Elbow Lake	

3. EXISTING DEVELOPMENT

If property is adjacent to water, the front lot line faces the water. If not, it faces the road.

	Structure #1	Structure #2	Structure #3	Structure #4
Type of Structure	cottage			
Setback to Front Lot Line (m)	27.2			
Setback to Rear Lot Line (m)	20.1			
Setback to Side Lot Line (m)	13.6			
Setback to Side Lot Line (m)	26.2			
Height (m)	4.8			
Building Footprint (m^2)	70.5			
Year of Construction	1975			

4. EXSISTING USES

	Subject Property	Abutting Property to North	Abutting Property to East	Abutting Property to South	Abutting Property to West
Official Plan Designation	seasonal residential		seasonal residential		seasonal residential
Zoning					
Primary Use	seasonal residential		seasonal residential		seasonal residential

Is the property the subject of a current application for severance? Yes ☐ No ☑

If yes, please indicate Severance Application File No. _____

5. BY-LAW REQUIREMENTS

Please indicate zone requirements of the subject property

Requirements/Setbacks	Main Building	Accessory Buildings
Front Yard (waterfront) (m)	30	
Front Yard (back lot) (m)		
Rear Yard (m)	7.5	
Side Yard (m)	3/7	
Maximum Building Height (m)	10	
Minimum Lot Coverage (%)	10	

6. NATURE OF APPLICATION

a) Seeking relief from By-law # 2011-52 (Central Frontenac Zoning By-law) ☑

b) Section(s) pertaining to variance request ☐

7. REASON FOR MINOR VARIANCE

It is not possible to comply with the provisions of the by-law because:

~~See following pages.~~

8. PROPOSED DEVELOPMENT

Does the proposal involve the construction of one or more structures? Yes ☑ No ☐

- If proposal involves construction, please fill out the table below for each proposed structure (including septic systems), and indicate whether the structure is new or an addition
- *Removal of more than 50% of the walls of any structure constitutes new construction

	☐ New -or- ☑ Addition to	☐ New -or- ☐ Addition to	☐ New -or- ☐ Addition to	☐ New -or- ☐ Addition to
Main Use	outdoor living			
Setback to Front Lot Line (m)	23.0			
Setback to Rear Lot Line (m)	31.3			
Setback to Side Lot Line (m)	16.8			
Setback to Side Lot Line (m)	31.9			
Height	4.0			
New/Addition Footprint (m)	8.14			

Other Variances (if applicable):
If variance is being sought for a reason other than construction of a structure, please describe below. If more space is required, please use a separate sheet of paper.

9. PROPERTY SERVICING

Existing Services – Check all that apply

Water Supply		Sewage System		Road Access	
Drilled Well	☑	Class 2 (Greywater Pit)	☐	Municipal – Paved	☐
Dug Well	☐	Class 3 (Cesspool)	☐	Municipal – Gravel	☐
Cistern	☐	Class 4 (Leaching Bed)	☑	Municipal – Seasonal Maintenance	☐
Shore Well	☐	Class 5 (Holding Tank)	☐	Private Lane	☑
Lake Water	☐	Pit Privy (Outhouse)	☐	Water Access Only	☐
Other:	☐	Other:	☐	Other:	☐

Proposing Services – Check all that apply

Water Supply		Sewage System	
Drilled Well	☐	Class 2 (Greywater Pit)	☐
Dug Well	☐	Class 3 (Cesspool)	☐
Cistern	☐	Class 4 (Leaching Bed)	☐
Shore Well	☐	Class 5 (Holding Tank)	☐
Lake Water	☐	Pit Privy (Outhouse)	☐

Other Servicing or Proposed Development (if applicable)

If any other servicing or developments are proposed for the site that would impact this application, please describe below. If more space is required, please use a separate sheet of paper.

10. HISTORY OF THE PROPERTY

- Date subject property was acquired by current owner(s): August 25, 2004
- Have previous owners obtained a minor variance or zoning amendment for the subject property?

Yes ☐ No ☑ If yes, describe briefly and if possible, provide file numbers

11. SKETCH

The Minor Variance Application must be accompanied by a detailed survey or sketch, to scale, on a separate sheet of paper, which shows the following:

- Subject property with dimensions (in meters) – i.e. frontage, depth and area
- All buildings with dimensions (in meters) – i.e. dwellings, sheds, decks, pools, etc.
- Location of buildings in relation to lot lines and waterbodies (in meters)
- Location of well, septic, utilities, etc.
- Abutting properties including buildings and their uses
- Location of bodies of water – i.e. lakes, streams, wetlands, etc.
- In addition to the above, the approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application

Notes:

- All dimensions and measurements must be shown in **metric units.**
- Provide the sketch on a separate 8.5" x 11" (or larger) page.
- The sketch must be legible and suitable for reproduction.
- If necessary, the Committee of Adjustment may request that an Ontario Land Surveyor sign the sketch to secure its accuracy.

12. DIRECTIONS TO PROPERTY

In order to ensure that the persons required to conduct inspections for the purposes of this application can locate the subject property, please provide the clear directions, indicating which roads to use to access your property. If the site is by water access only, please indicate the closest public or commercial boat launch you use in order to reach the site and please be prepared to provide water transportation if requested.

~~County Road 38 to York Road (south of Parham) to Simmons Lane~~

MAP OF PROPERTY LOCATION

13. AGREEMENT TO INDEMNIFY

The applicant hereby agrees to indemnify and save harmless The Corporation of the Township of Central Frontenac ("the Municipality") from all costs and expenses that the Municipality may incur in connection with the processing of the applicant's application for approval under the Planning Act.

Without limiting the foregoing, such costs and expenses will include all legal, engineering, planning, advertising and consulting fees and charges incurred or payable by the Municipality to process the application together with all costs and expenses arising from or incurred in connection with the Municipality being required, or requested by the applicant, to appear at the hearing of any appeal to the Ontario Municipal Board from any decision of the Council or Committee of Adjustments, as the case may be, approving the applicant's application.

The applicant acknowledges and agrees that if any amount owing to the Municipality in respect of the application is not paid when due, the Municipality will not be required to process or to continue processing the application, or to appear before the Ontario Municipal Board in support of a decision approving the application until the amount has been paid in full.

The applicant further acknowledges and agrees that any amount owing by the applicant to the Municipality is, when due, a debt of the applicant and the Municipality may, in addition to any other remedies available to it at law, recover the amount owing together with interest from the applicant by action

12 Sep 2023
DATE

[redacted]
SIGNATURE OF OWNER

John Cartledge
OWNER'S NAME (PRINT)

14. PERMISSION TO ENTER PROPERTY

By completing the Declaration of Owner or Authorized Agent, I / we hereby acknowledge and authorize the members of the Township of Central Frontenac Committee of Adjustment and staff as well as any other government body or agency, to enter upon the lands subject to this application for the purpose of conducting a site inspection and agree that no discussion shall take place with the Committee members or staff during the site inspection.

INITIALS

[redacted]
INITIALS

Abigail Frances McKinnon,
a Commissioner, etc.,
Province of Ontario, for
The Corporation of the Township
of Central Frontenac.
Expires July 8, 2028.

15. AFFIDAVIT OR SWORN DECLARATION

I, John Cartledge make oath (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the Township of Central Frontenac in the County of
Type of Municipality Name County/District/Region

Frontenac, this 17 day of September, 2025.
Name Month Year

Commissioner of Oaths

[redacted]
Applicant ☑ or Agent ☐

16. AGENT AUTHORIZATION (if applicable)

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that an appointed agent is authorized to make the application must be included or the authorization set out below must be completed.

I, _____, am the owner of the land that is the project of this

Application and I authorize _____ to make this application on my behalf.

Owner's Signature

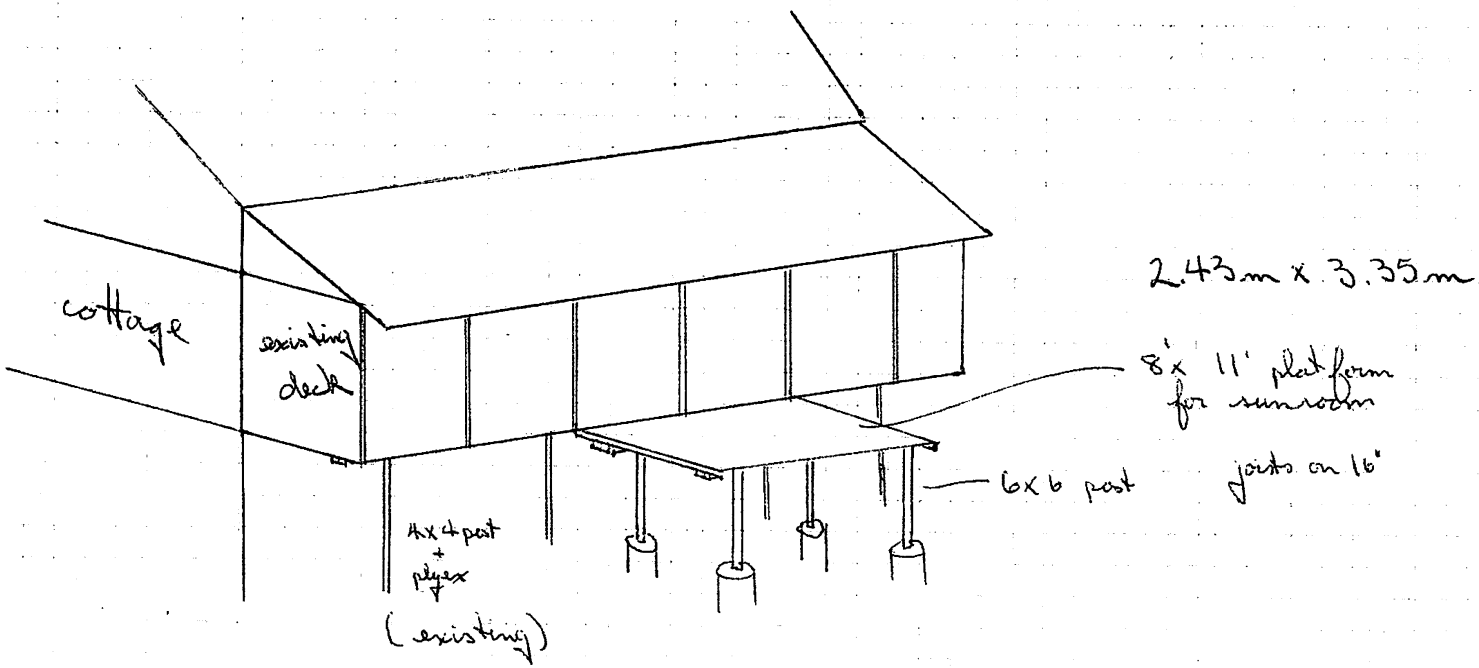
Date

Witness' Signature

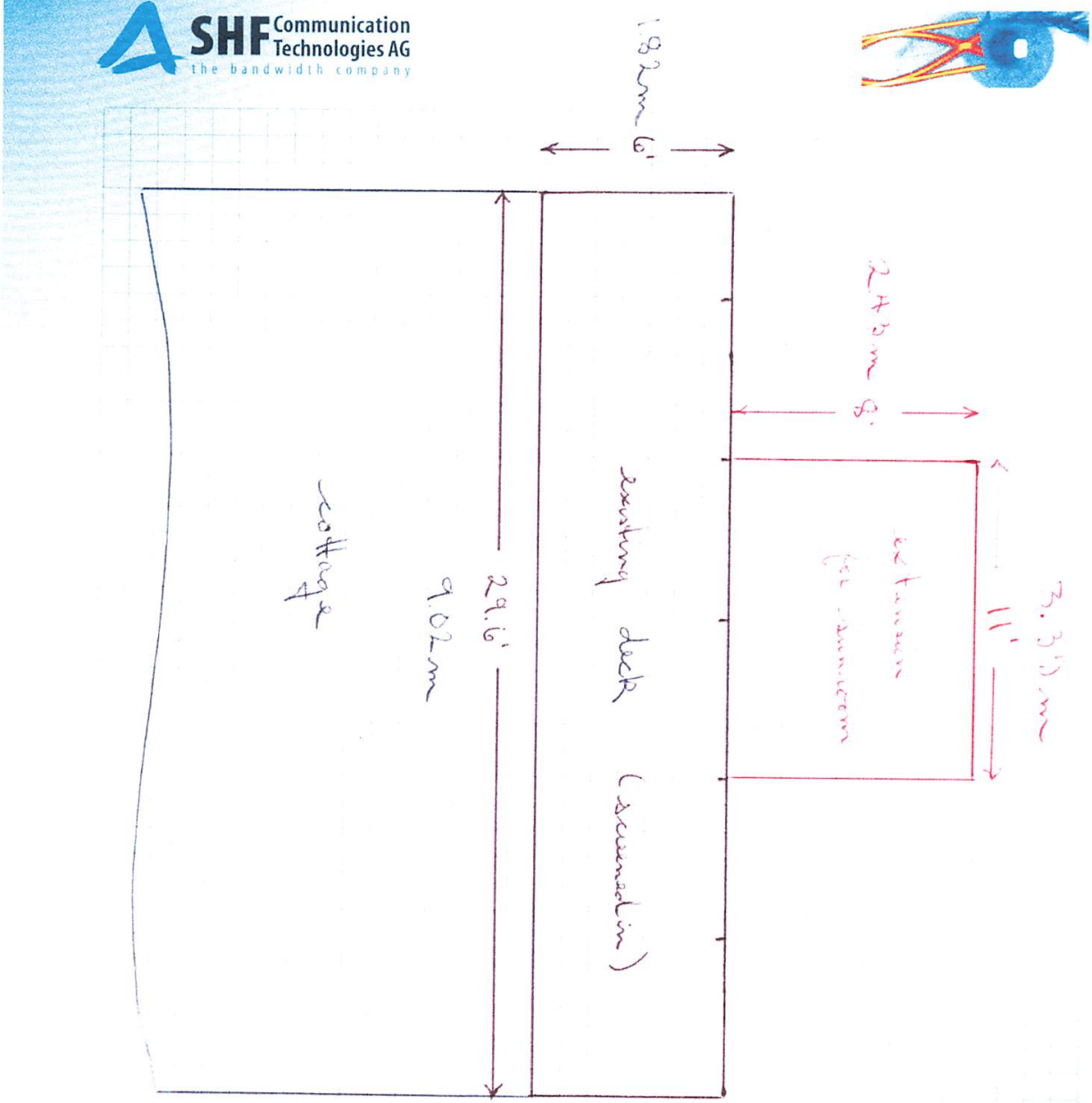
Print Name of Witness

This application requests a minor variance to expand an existing elevated screened-in deck at a cottage on Elbow Lake to include an additional 2.43 m x 3.35 m (8'×11') area. Two existing center vinyl screen windows in an attached picture will be removed, allowing for an extension of the deck. The extended area will either be enclosed with vinyl windows, in a manner similar to the existing deck, or used to support a sunroom (e.g., Sunspace). The elevated platform would be supported by a standard free-standing footing/4-post/beam/joist construction. The lake-side of the deck extension would be about 23 m from the lake shoreline.

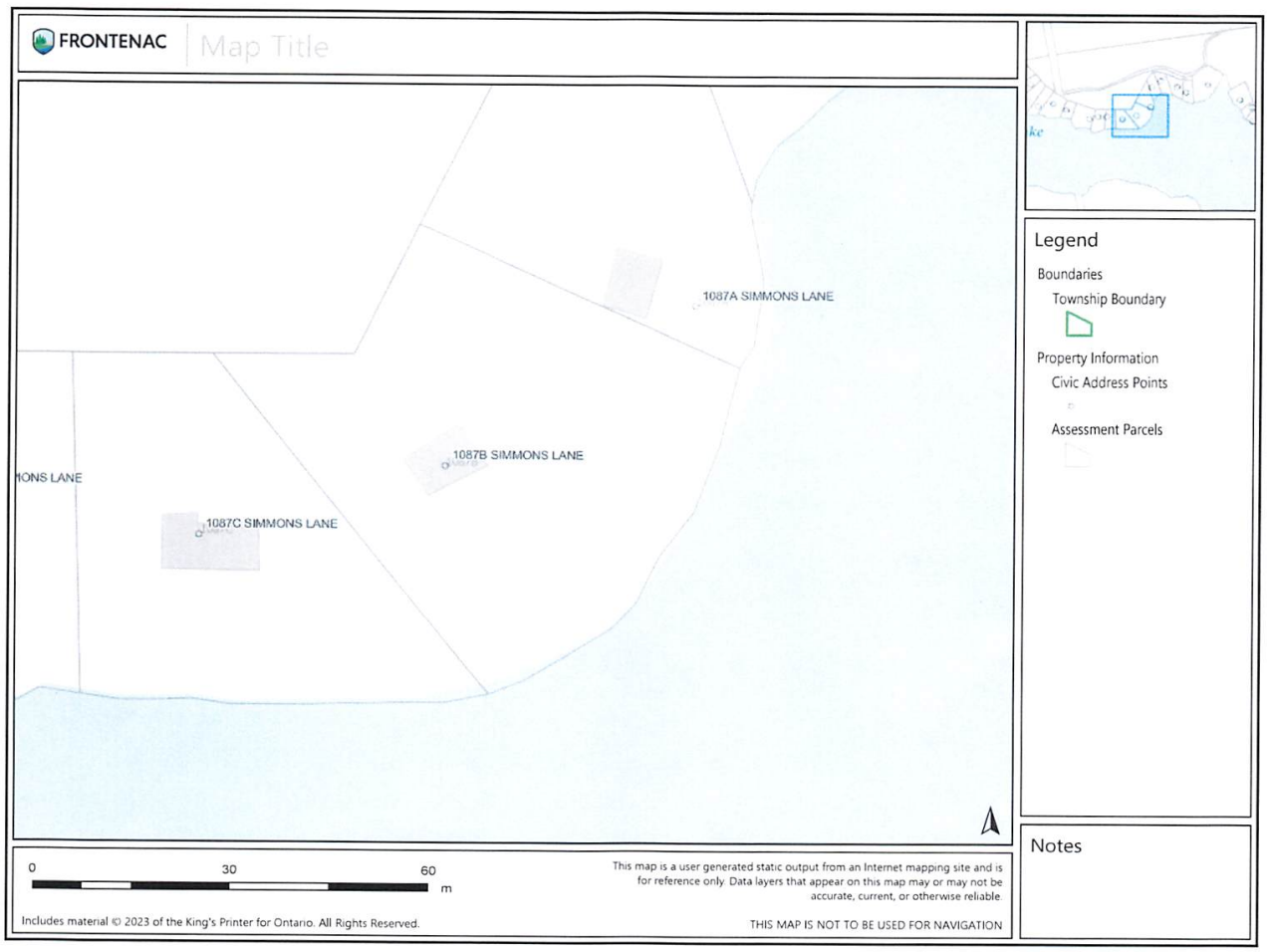
The well, septic tank and field are on the opposite side of the cottage, towards the back of the lot.


cottage
existing deck
4x4 post + plyex
(existing)
6x6 post
2.43m x 3.35m
8' x 11' platform for sunroom
joists on 16"

SHF Communication Technologies AG
the bandwidth company



Wilhelm-von-Siemens-Str. 23 D · 12277 Berlin · Germany · ☎ +49 (0) 30 / 7 72 05 10 · www.shf.de · sales@shf.de


FRONTENAC
Map Title
1087A SIMMONS LANE
1087B SIMMONS LANE
1087C SIMMONS LANE
Legend
Boundaries
Township Boundary
Property Information
Civic Address Points
Assessment Parcels
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TOWNSHIP OF CENTRAL FRONTENAC

CARTLEDGE APPLICATION FOR MINOR VARIANCE (APPN-2025-0038)

1087B SIMMONS LANE

GEOGRAPHIC TOWNSHIP OF HINCHINBROOKE

Produced by the County Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025. While the County makes every effort to insure that the information presente this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

TOWNSHIP OF CENTRAL FRONTENAC

APPLICATION FOR PERMISSION TO EXPAND AN
EXISTING LEGAL NON-COMPLYING DWELLING
APPN-2025-0038, 1087B SIMMONS LANE
PART LOT 19, CONCESSION 3, GEOGRAPHIC TOWNSHIP OF OLDEN

Rideau Valley Conservation Authority

3889 Rideau Valley Drive
PO Box 599, Manotick ON K4M 1A5
T 613-692-3571 | 1-800-267-3504
F 613-692-0831 | www.rvca.ca

August 21, 2025
25-UCF-MVA-0017

Planning & Development Services
Township of Central Frontenac
1084 Elizabeth Street P.O. Box 89
Sharbot Lake, ON K0H 2P0

Attention: Abby McKinnon, Secretary Treasurer, Planning & Development Services Assistant

Subject: **Application for Minor Variance APPN-2025-0038**
John & Diane Cartledge, Brian & Jan Olson
1087 B Simmons Lane Central Frontenac
ARN 1039 0400 2002 9300 0000

Dear Ms. McKinnon,

The Rideau Valley Conservation Authority has received the above noted application and have reviewed it within the context of:

- Section 5.2 Natural Hazards of the *Provincial Policy Statement* under Section 3 of the *Planning Act*;
- *Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits* under Section 28 of the *Conservation Authorities Act*;
- The Mississippi-Rideau Source Water Protection Plan;

The Proposal

Based on the circulated materials, RVCA understands this application is seeking permission to construct a 8.1m2 addition/deck extension to an elevated screened porch that is unable to meet the required waterbody setback of 30m - the deck extension is proposed to have a waterbody setback of approximately 23m.

The Property

The subject lands are described as Part Lot 19 Concession 3 Hinchinbrooke, municipally known as 1087 B Simmons Lane in the Township of Central Frontenac. The lands are approximately 0.3ha in size, accessed by Simmons Lane, with approximately 219m of water frontage along Elbow Lake. The lands are presently developed with an existing dwelling, and generally slopes down towards the shoreline.

A review of our records and mapping did not show the presence of Provincially Significant Wetlands (PSWs), or natural hazards such as mapped floodplains, steep slopes, or unstable soils in the form of marine clays or organic soils.

Provincial Policy Statement

Regarding Section 5.2 Natural Hazards within the PPS, our office has no concerns with the requested minor variance as there are no natural hazard features present or identified on the subject lands that would be impacted by the proposed works.

Ontario Regulation 41/24

The proposed minor variance request does not appear to impact any present or identified natural hazards. Any development activity and/or site alteration proposed within RVCA's regulated area (within 15 metres of a watercourse/waterbody) will require a permit from our office in accordance with *Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits*.

Source Water Protection

The subject property is identified as overlying a highly vulnerable aquifer. These are aquifers that are vulnerable to surface contaminants due to thin or absent soils overlying bedrock that may be fractured. Where these conditions exist, it may be possible for contaminants to enter drinking groundwater supplies. For this reason, care should be taken to avoid land uses and practices that may inadvertently lead to undesirable effects on groundwater. Some best practices that could be considered include:

- increased well casing depths,
- increased distance of septic systems from drinking water wells,
- ensuring septic systems are located downgradient of wells,
- ensuring that wells and septic systems are properly maintained,
- avoiding the use of pesticides, herbicides, and fertilizers.

Conclusion

In conclusion our office has no objection to the proposed application, however we do provide the following advisory comment for consideration:

- Roof runoff should be collected and directed on-site and away from slopes into natural or constructed leaching pits and/or rain barrels to provide the greatest infiltration of surface runoff. Runoff should not outlet or be directed towards the lake. Other Low Impact Development (LID) techniques should be considered to address runoff from hardened surfaces (roofs, walkways, decks, driveways, etc).

Please advise us on the Committee's decision respecting this application, or any changes in the status of the application.

Best regards,

Dan Nguyen
Planner, RVCA

cc -John & Diane Cartledge, Brian & Jan Olson, owners
cc -Jennie Kapusta, Frontenac County

Planning Report

To: Members of Committee of Adjustment

Prepared By: Jennie Kapusta, Community Planner, County of Frontenac

Reviewed By: Sonya Bolton, Manager of Community Planning, County of Frontenac

Re: Application for Permission to Expand a Legal Non-Complying Structure

Legal Description: Part Lot 19, Concession 3, Geographic Township of Olden

Address: 1087B Simmons Lane

File Number: **APPN-2025-0038 (Cartledge)**

Owner(s): John & Diane Cartledge, Brian & Jan Olson

Applicant: Same as Owner

Date of Meeting: October 14, 2025

Recommendation

Planning staff are recommending that the Committee of Adjustment for the Township of Central Frontenac receive comments from the public, and subject to any issues being raised at the public meeting, approve this application for permission to expand a legal non-complying structure, subject to the conditions outlined in Appendix A of this report.

Proposal

This application proposes to construct an addition to an existing legal non-complying dwelling. The addition will be an extension to the existing screen porch located on the water side of the cottage. The addition is proposed to be 8.2 square metres (88 square feet) in area and will extend 2.43 metres (8 feet) further towards the high-water mark of Elbow Lake than the existing screen porch, for a minimum waterbody setback of 23 metres (75.5 feet).

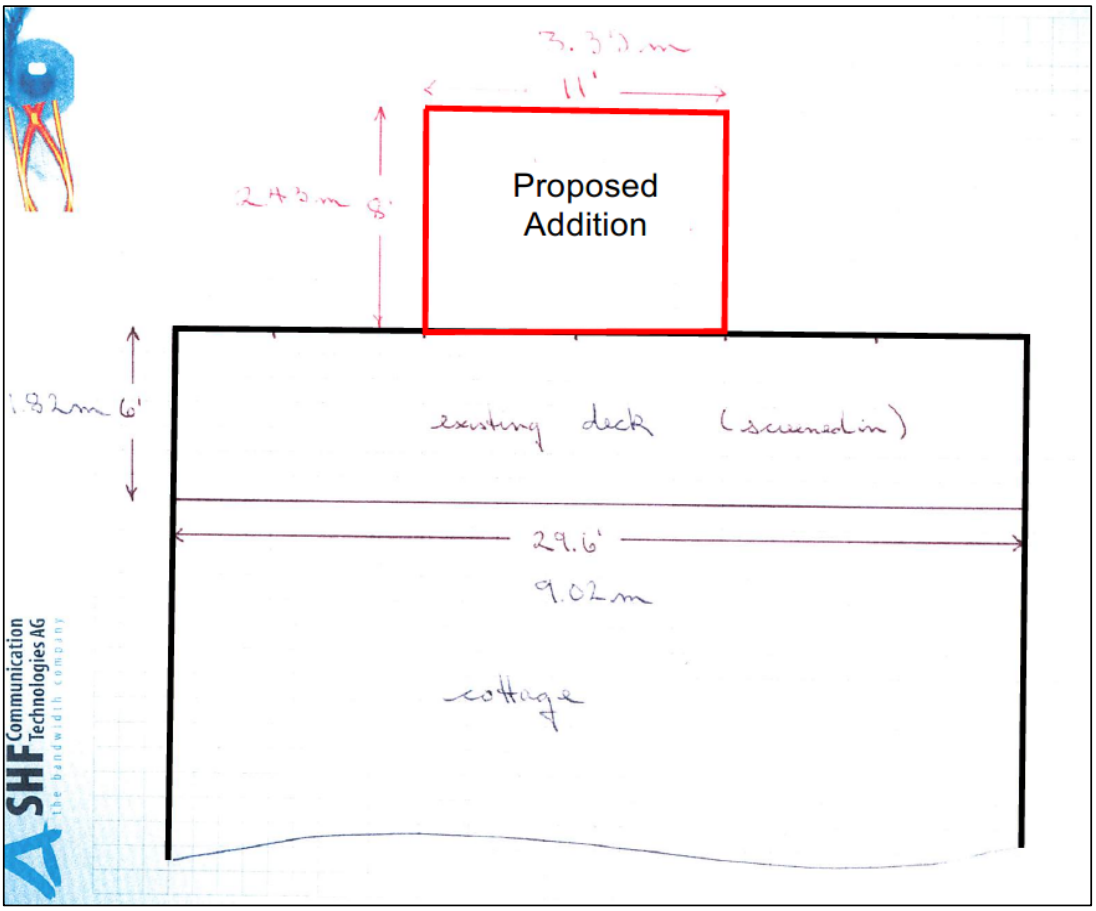

Figure 1: Sketch submitted with the application showing the existing cottage with attached screen porch (black outline), as well as the proposed addition (red outline).

Existing Development

- The existing dwelling has a footprint of 70.5 square metres (759 square feet) plus an attached covered and screened in deck (porch) with an area of 16.4 square metres (177.6 square feet). This dwelling has a minimum waterbody setback of 25.43 metres (83.5 feet) to the high-water mark of Elbow Lake, measured to the edge of the attached deck.
- Two storage sheds, approximately 9.3 square metres (100 square feet) each, located greater than 35 metres from the high-water mark of Elbow Lake
- Class 4 septic system.

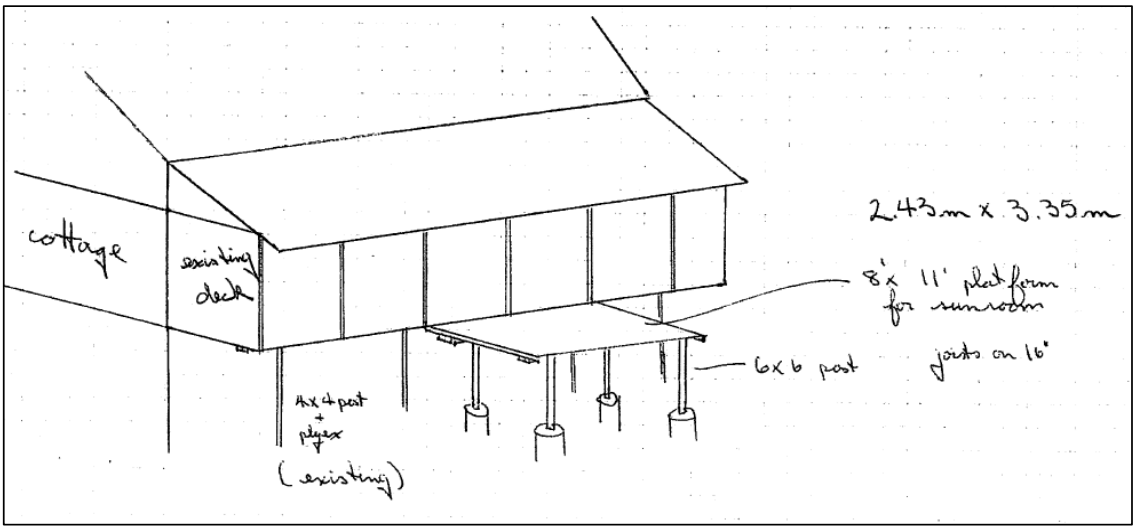

Figure 2: Sketch submitted with the application showing the proposed platform to be constructed to support the addition.

Background Information

Information Category	Response
Official Plan designation	Rural Area and within the Waterfront District
Zoning	Waterfront Residential (RW)
Size (area) of subject property	0.31 hectares (0.75 acres)
Existing road frontage and access	Accessed via a shared right-of-way from Simmons Lane
Waterfrontage	Approximately 66.5 metres (218 feet) on Elbow Lake
Natural heritage features	Elbow Lake
Existing Development	Dwelling, storage sheds and Class 4 septic system
Surrounding land uses	Developed waterfront residential lots along the shoreline of Elbow Lake with larger naturally vegetated parcels inland

Figure 3: Photo taken by Township staff August 26, 2025, showing the existing screened porch area on the attached deck.

Public Notice

Notice of the public meeting before the Committee of Adjustment was given in accordance with the requirements of the Planning Act. A notice was placed on the subject property and mailed to all property owners within 60 metres of subject property, 10 days in advance of the meeting.

Pre-application Consultation

The applicant consulted with Township and planning staff prior to the submission of this application.

Comments

Rideau Valley Conservation Authority (RVCA)

This application was circulated for review to Rideau Valley Conservation Authority. Comments dated August 24, 2025 indicated no objections to the application as submitted.

RVCA review did not reveal the presence of any Provincially Significant Wetlands (PSWs), or natural hazards such as mapped floodplains, marine clays or organic soils. Regarding Section 5.2 Natural Hazards section of the PPS 2024, RVCA staff have no concerns with the submitted application as there are no natural hazard features present or identified on the subject lands that would be impacted by the proposed works.

It was noted that any development and/or site alteration within the RVCA's regulated area, 15 metres (49.2 feet) from the high-water mark of Elbow Lake, will require a permit from the conservation authority.

RVCA included the following recommendation for the dwelling, including the proposed addition:

- Roof runoff should be collected and directed on-site and away from slopes into natural or constructed leaching pits and/or rain barrels to provide the greatest infiltration of surface runoff. Runoff should not outlet or be directed towards the lake. Other Low Impact Development (LID) techniques should be considered to address runoff from hardened surfaces (roofs, walkways, decks, driveways, etc).

It was noted by County planning staff during the site visit August 26, 2025 that there was a visible line where the roof runoff from the dwelling was impacting the ground in front of the existing deck (visible in Figure 3, above). Planning staff will be including the RVCA recommendation as a condition of approval to help limit further erosion on the property.

Septic Approval Authority

This application was circulated for review by the Township Building Department. It was determined that this proposal does not require a septic performance review as there is no increase in interior living space proposed, and no enlargement of footprint that would encroach towards the existing on-site services.

Public Comments

As of the writing of this report, no public comments had been received regarding this application.

Conformity and Consistency with Policy Planning Documents

An application for permission to expand a non-complying structure is required to be consistent with the Provincial Planning Statement, 2024 and conform to both the County of Frontenac Official Plan and the Township of Central Frontenac Official Plan. It is the

opinion of planning staff that the proposed change to the existing structure is consistent with and conforms to the planning policies of all these documents.

The key policies of each document that are applicable to the subject application are outlined in Appendix B of this report, and the policy issues are addressed in the planning analysis below.

Central Frontenac Zoning By-Law Number 2011-52

The subject property is an existing developed waterfront lot that is zoned Waterfront Residential (RW) in the Township of Central Frontenac Zoning By-Law Number 2011-52. The RW Zone permits single detached dwellings and a variety of low-impact accessory uses.

The RW zone permits a maximum lot coverage of 10 percent for a dwelling located within 60 metres of the high-water mark of a waterbody. The entirety of the subject property is within 60 metres of Elbow Lake. The enlarged structure will have a total footprint of 78.7 square metres (847 square feet) which equals a lot coverage of 2.6 percent.

The existing dwelling on the property was constructed before the current Zoning By-law came into effect and is therefore considered to be a non-complying use. Section 4.28.4(b) of the Zoning By-law allows the renovation and/or reconstruction of existing non-complying buildings or structures provided the renovation and/or reconstruction does not increase the gross floor area. Since the application proposes to increase the gross floor area of the existing dwelling structure, approval is required under Section 45(2) of the Planning Act.

Planning Analysis and Considerations

This application was reviewed against the policies of the Provincial Planning Statement 2024, the County of Frontenac Official Plan, and the Township of Central Frontenac Official Plan. The analysis below summarizes all relevant policies by theme. A list of all land-use planning policies relevant to these applications are found in Appendix B of this report.

Waterfront and Rural Character

The proposed addition will encroach further towards Elbow Lake than the existing dwelling, however the scale of the enlarged dwelling is in keeping with the other development along the shoreline of Elbow Lake and in the vicinity of the subject property.

The enlarged dwelling will not exceed the permitted lot coverage within 60 metres of the high-water mark of the lake and no shoreline vegetation removal is proposed as part of the construction of the addition.

Overall County planning staff are of the opinion that the proposed development will have no negative impact on the waterfront character of Elbow Lake.

Natural Heritage

The construction of the addition to the dwelling will not require any vegetation removal along the shoreline of Elbow Lake or in proximity to the existing dwelling and will not increase interior living space or require any alterations to the existing on-site services.

County planning staff do not anticipate any negative impact on the quality of the waterbody as a result of this application.

Natural and Human-Made Hazards

There were no human made hazards identified on the subject property. As noted in the Comments section above this application was reviewed by Rideau Valley Conservation Authority (RVCA) who indicated no objections to the application as submitted and no natural hazard concerns for the property.

Sewage Disposal System Services

As noted in the Comments section above, no septic performance review was required and no upgrades to the existing on site services will be needed to facilitate this development.

Minimum Distance Separation

No livestock facilities, aggregate extraction operations, or landfills were identified within the applicable screening areas surrounding the subject property.

Legal Non-Conforming Structures

In accordance with Section 45(2) of the *Planning Act*, the Committee of Adjustment may permit the enlargement or extension of an existing legal non-conforming building or structure, where the use of such building or structure does not conform with the provisions of the Zoning By-law but legally has been in continuous existence before and following the date the By-law was passed. No permission may be given by the Committee to enlarge or extend the building or structure beyond the original limits of the land where the legal non-conforming building or structure is situated.

In considering whether to grant a permission pursuant to Section 45(2), the relevant tests are:

Whether the application is desirable for appropriate development of the subject property.

County planning staff are of the opinion that this application is desirable for the appropriate development of the subject property. The proposed addition is limited in size and well setback from the lake in an area with little existing vegetation. The addition will provide an enclosed outdoor area with views of the lake and will increase the functionality of the dwelling for the owners. As the construction will not require the removal of any shoreline vegetation or cause the enlarged dwelling to exceed the

permitted lot coverage, there are no negative impacts anticipated on the natural heritage features or the rural character of the waterfront area.

Whether the application will result in undue adverse impacts on the surrounding properties and neighbourhood.

County planning staff are of the opinion that the proposed enlarged dwelling will not result in any undue adverse impacts on the surrounding properties and neighbourhood. The enlarged structure is not anticipated to result in any loss of privacy or overlook to the abutting properties. The proposed development is in keeping with the existing character of development along the shoreline of Elbow Lake in the vicinity of the subject property and no negative impact is anticipated on the aesthetic or quality of the shoreline and waterbody.

Conclusion

Subject to any comments that may be received at the public meeting, it is recommended that the Committee of Adjustment approve application number APPN-2025-0038, subject to the conditions outlined in Appendix A of this report.

Attachments

Appendix A: Draft Conditions of Approval

Appendix B: Relevant Planning Policy and Legislation

Attachment 1 – Applicant Submitted Building Plans

Attachment 2 – APPN-2025-0038 Key Map

Appendix A: Draft Conditions of Approval

Note: Conditions are a decision of the Committee of Adjustment; the conditions below are recommended. The final approved conditions will be included in the signed decision.

Applicability

1. That permission is granted through application APPN-2025-0038 to:

    a. Construct a screen porch addition to an existing dwelling located at 1087B Simmons Lane. This addition shall have a maximum area of 8.2 square metres (88 square feet) and a minimum 23 metre (75.5 foot) setback to the high-water mark of Elbow Lake.

2. This permission does not include zoning relief for any other existing or future structures on the property.

3. Application number APPN-2025-0028 is applicable only to the Township of Central Frontenac Zoning By-Law Number 2011-52, as amended, and not to any subsequent zoning by-laws.

No Adverse Impacts

4. The owner/applicant shall ensure that there are no adverse impacts on neighbouring properties as a result of the approved proposal, nor shall there be any increased runoff or grade changes to the property as a result of any excavation or downspout orientation.

5. Sediment control measures shall be implemented throughout the construction process, mainly the placement of a sediment barrier, such as staked straw bales, between exposed soil and the lake. The sediment barrier shall remain in place and in good working order until all disturbed areas have been stabilized and re-vegetated.

6. All excavated material and accumulated sediment along sediment control measures shall be disposed of more than 30 metres (98 feet) of the waterbody. Excess soil or fill shall not be placed in any low area and shall not interfere with any seasonal or permanent wetlands or watercourse.

7. Natural drainage patterns on the site shall not be substantially altered such that additional run-off is directed towards the lake, or onto neighboring properties. In order to achieve this, eaves troughing shall be installed on the additions and outlet away from the lake to a leach pit or well-vegetated area to maximize infiltration.

8. Roof runoff should be collected and directed on-site and away from slopes into natural or constructed leaching pits and/or rain barrels to provide the greatest infiltration of surface runoff. Runoff should not outlet or be directed towards the lake.

Building Permits

9. A building permit is required for all demolition and construction on the property. There shall be no additional development, or demolition of existing structures, on the property without approval from the Township of Central Frontenac.

10. The owner/applicant shall provide to the Building Department a copy of the decision of the Committee of Adjustment, together with a copy of any approved drawings. The drawings submitted with the building permit application must, in the opinion of the Township, conform to the general intent and description of any approved drawings, including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. Additional variances may be required should further zoning deficiencies be identified through the Building Permit application process.

Appendix B: Relevant Planning Policy and Legislation

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications “shall be consistent with” applicable provincial policy.

When assessing consent and minor variance applications on rural lands, planning authorities must comply with Sections 2.5 and 2.6 of the PPS, and apply the relevant policies of the following sections:

- Chapter 3: Infrastructure and Public Service Facilities of the PPS contains policies that direct the development of public and private infrastructure including transportation networks, sewage, water and stormwater services, waste management, and public spaces, recreation, parks, trails, and open spaces.
- Chapter 4: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural land, mineral and aggregate resources, and cultural heritage and archaeological resources for their economic, environmental and social benefits.
- Chapter 5: Protecting Public Health and Safety of the PPS contains policies intended to reduce the potential for public cost or risk to Ontario’s residents from natural or human-made hazards. Conservation Authorities have provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the PPS.

The following policies are applicable to this application:

- Permitted uses on rural lands include residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services; (Section 2.6.1.c).
- Development that can be sustained by rural service levels should be promoted (Section 2.6.2).
- Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure (Section 2.6.3).
- Conserving biodiversity and considering the ecological benefits provided by nature (Section 2.5.1.g).
- Supporting healthy, integrated and viable rural areas by building upon rural character and leveraging rural amenities and assets (Section 2.5.1.a).

- Individual on-site water and sewage services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts (Section 3.6.4).
- Natural features and areas shall be protected for the long term (Section 4.1.1).
- Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage and not create new or aggravate existing hazards (Section 5.1.1).

County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

The following policies are applicable to this application:

- Section 3.3, Rural Lands, provides policies for all lands outside of the settlement areas. The Plan recognizes that rural lands are used as an alternative location for those preferring a rural lifestyle. Low density residential development, as well as rural-related commercial, industrial, recreational and institutional development, is permitted.

- Section 3.3.3.4 Special Policies – Waterfront Areas provides policies that are intended to improve and protect waterfront areas as a significant cultural, recreational, economic and natural environmental resource and to maintain or enhance the quality of the land areas adjacent to the shore. Further, this section requires Township Official Plans to include criteria for determining an appropriate setback where an existing lot of record cannot achieve the minimum setback of 30 metres.

- Section 4.2, Servicing, includes policies for the use of private on-site water and sewage services, provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

- Section 7, Environmental Sustainability, sets out policies for environmental sustainability and the protection of the natural heritage system and the ecological functions it provides.

Township of Central Frontenac Official Plan (2021)

The property is designated as Rural Area and located within the identified Waterfront Area in the Township's Official Plan. Official Plan policies regarding Waterfront Area speak to the importance of maintaining the health of waterbodies throughout the

Township due to their crucial role in the overall ecosystem. Following guidance from Section 4.8 of the Official Plan, consideration may be given to development within the Waterfront Area designation provided that such proposals are consistent with policies that are intended to maintain: water quality objectives, highly sensitive lake trout lakes, moderately sensitive lake trout lakes, other lakes and waterbodies, and application of lake management tools and monitoring.

The following policies are applicable to this application:

- Residential development shall be adequately serviced with on-site water and sewage disposal services (Section 4.3.2.B).

- It is Council's intent that the water quality of all water bodies in the Municipality will be maintained at their present level or enhanced. Any new development must be considered in light of its effect of its impact on the environmental quality of any lake or river. (Section 4.8.1)

- To ensure that built form does not become concentrated or dominate the Waterfront to the detriment of natural form. (Section 4.8.5.B)

- To support redevelopment opportunities of waterfront properties while maintaining the character of the waterfront area. (Section 4.8.5.O)

SITE PHOTOS TAKEN 2025-08-26

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TOWNSHIP OF CENTRAL FRONTENAC
COMMITTEE OF ADJUSTMENT

14216 Road 38, P.O. Box 89, Sharbot Lake, Ontario K0H 2P0
Telephone: 613-279-2935 **/ Fax:** 613-279-2422
www.centralfrontenac.com

APPLICATION TYPE **MINOR VARIANCE**
FILE # **APPN-2025-0039**
NAME **DURANDT**

Docusign Envelope ID: 6E78D5B7-8541-42F7-BDB0-7C9DE6D9F50D

Township of
Central Frontenac
1084 Elizabeth Street, P.O. Box 89, Sharbot Lake, Ontario, K0H 2P0
Telephone: 613-279-2935 or 1-800-300-6851 (613 area code only) **Fax**: 613-279-2422
E-mail: planning@centralfrontenac.com

MINOR VARIANCE APPLICATION

1. APPLICANT INFORMATION

Name of Owners(s):	Name of Agent*: (see below)
Victoria Durandt	Adrian Worton - Daymak Design Incorporated
Address: [redacted]	Address: [redacted]
Home Phone Number: [redacted]	Home Phone Number:
Work Phone Number:	Work Phone Number:
Cell/Alternate Phone Number:	Cell/Alternate Phone Number: [redacted]
Fax:	Fax:
Email Address: [redacted]	Email Address: [redacted]

**When an applicant has appointed an Agent to act in his/her behalf, all communication will be sent to the Agent, unless otherwise requested.*

2. PROPERTY DESCRIPTION

2.1: Location and Description

Civic Address (911 Number and Road Name):	
26786 Eagle Lake	
Lot(s):	Concession(s):
Registered Plan Number:	Part Number(s):
13R-5445	10,11,12
Geographic Township (Former Township):	
Parham, Central Frontenac, ON	

Docusign Envelope ID: 6E78D5B7-8541-42F7-BDB0-7C9DE6D9F50D

2.2: Site Characteristics

Average Depth (m):	Area (ha):
54.016m	0.27
Road/Water Frontage (m):	Other:
18.37m / 34.289m	
Adjacent Body of Water (if applicable):	
Eagle Lake	

3. EXISTING DEVELOPMENT

If property is adjacent to water, the front lot line faces the water. If not, it faces the road.

	Structure #1	Structure #2	Structure #3	Structure #4
Type of Structure	Cottage			
Setback to Front Lot Line (m)	12.066m			
Setback to Rear Lot Line (m)	54.11m			
Setback to Side Lot Line (m)	6.82m			
Setback to Side Lot Line (m)	13.15m			
Height (m)	+/- 4.5m			
Building Footprint (m^2)	85.78m2			
Year of Construction	+/- 1950			

4. EXSISTING USES

	Subject Property	Abutting Property to North	Abutting Property to East	Abutting Property to South	Abutting Property to West
Official Plan Designation					
Zoning	RW				
Primary Use	Seasonal				

Is the property the subject of a current application for severance? Yes ☐ No ☑

If yes, please indicate Severance Application File No. _____

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5. BY-LAW REQUIREMENTS

Please indicate zone requirements of the subject property

Requirements/Setbacks	Main Building	Accessory Buildings
Front Yard (waterfront) (m)	30.0m	
Front Yard (back lot) (m)	n/a	
Rear Yard (m)	7.5m	
Side Yard (m)	3.0m	
Maximum Building Height (m)	10.0m	
Minimum Lot Coverage (%)	10%	

6. NATURE OF APPLICATION

a) Seeking relief from By-law # 2011-52 (Central Frontenac Zoning By-law) ☑

b) Section(s) pertaining to variance request ☐

7. REASON FOR MINOR VARIANCE

It is not possible to comply with the provisions of the by-law because:

~~1. Proposal to demolish existing seasonal cottage and build within existing structure boundaries with an extension to the North(Rear yard), request relief from 5.6.2 RW Zone Front Yard setback of 30m, to build within existing structures established waterfront setback.~~

~~2. setback for septic systems noted as 300m, as this is an existing lot a septic system must be beyond 30m, if outside of existing septic field and tank parameters / extent a minor variance must be applied for. Request relief from constructing new septic with existing septic parameters, new system designed to meet proposed cottage.~~

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8. PROPOSED DEVELOPMENT

Does the proposal involve the construction of one or more structures? Yes ☐ No ☐

- If proposal involves construction, please fill out the table below for each proposed structure (including septic systems), and indicate whether the structure is new or an addition
- *Removal of more than 50% of the walls of any structure constitutes new construction

	☑ New -or- ☐ Addition to	☐ New -or- ☐ Addition to	☐ New -or- ☐ Addition to	☐ New -or- ☐ Addition to
Main Use	Seasonal Cottage			
Setback to Front Lot Line (m)	12.38m			
Setback to Rear Lot Line (m)	49.13m			
Setback to Side Lot Line (m)	10.93m			
Setback to Side Lot Line (m)	3.51m			
Height	5.57m			
New/Addition Footprint (m)	119.17m2			

Other Variances (if applicable):
If variance is being sought for a reason other than construction of a structure, please describe below. If more space is required, please use a separate sheet of paper.

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9. PROPERTY SERVICING

Existing Services – Check all that apply

Water Supply		**Sewage System**		**Road Access**	
Drilled Well	☐	Class 2 (Greywater Pit)	☐	Municipal – Paved	☐
Dug Well	☐	Class 3 (Cesspool)	☐	Municipal – Gravel	☐
Cistern	☐	Class 4 (Leaching Bed)	☑	Municipal – Seasonal Maintenance	☐
Shore Well	☐	Class 5 (Holding Tank)	☐	Private Lane	☐
Lake Water	☑	Pit Privy (Outhouse)	☐	Water Access Only	☑
Other:	☐	Other:	☐	Other:	☐

Proposing Services – Check all that apply

Water Supply		**Sewage System**	
Drilled Well	☐	Class 2 (Greywater Pit)	☐
Dug Well	☐	Class 3 (Cesspool)	☐
Cistern	☐	Class 4 (Leaching Bed)	☑
Shore Well	☐	Class 5 (Holding Tank)	☐
Lake Water	☑	Pit Privy (Outhouse)	☐

Other Servicing or Proposed Development (if applicable)

If any other servicing or developments are proposed for the site that would impact this application, please describe below. If more space is required, please use a separate sheet of paper.

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10. HISTORY OF THE PROPERTY

- Date subject property was acquired by current owner(s): 2024.10.11
- Have previous owners obtained a minor variance or zoning amendment for the subject property?

Yes ☐ No ☑ If yes, describe briefly and if possible, provide file numbers

11. SKETCH

The Minor Variance Application must be accompanied by a detailed survey or sketch, to scale, on a separate sheet of paper, which shows the following:

- Subject property with dimensions (in meters) – i.e. frontage, depth and area
- All buildings with dimensions (in meters) – i.e. dwellings, sheds, decks, pools, etc.
- Location of buildings in relation to lot lines and waterbodies (in meters)
- Location of well, septic, utilities, etc.
- Abutting properties including buildings and their uses
- Location of bodies of water – i.e. lakes, streams, wetlands, etc.
- In addition to the above, the approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application

Notes:

- All dimensions and measurements must be shown in **metric units**.
- Provide the sketch on a separate 8.5" x 11" (or larger) page.
- The sketch must be legible and suitable for reproduction.
- If necessary, the Committee of Adjustment may request that an Ontario Land Surveyor sign the sketch to secure its accuracy.

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12. DIRECTIONS TO PROPERTY

In order to ensure that the persons required to conduct inspections for the purposes of this application can locate the subject property, please provide the clear directions, indicating which roads to use to access your property. If the site is by water access only, please indicate the closest public or commercial boat launch you use in order to reach the site and please be prepared to provide water transportation if requested.

MAP OF PROPERTY LOCATION

Docusign Envelope ID: 6E78D5B7-8541-42F7-BDB0-7C9DE6D9F50D

13. AGREEMENT TO INDEMNIFY

The applicant hereby agrees to indemnify and save harmless The Corporation of the Township of Central Frontenac ("the Municipality") from all costs and expenses that the Municipality may incur in connection with the processing of the applicant's application for approval under the Planning Act.

Without limiting the foregoing, such costs and expenses will include all legal, engineering, planning, advertising and consulting fees and charges incurred or payable by the Municipality to process the application together with all costs and expenses arising from or incurred in connection with the Municipality being required, or requested by the applicant, to appear at the hearing of any appeal to the Ontario Municipal Board from any decision of the Council or Committee of Adjustments, as the case may be, approving the applicant's application.

The applicant acknowledges and agrees that if any amount owing to the Municipality in respect of the application is not paid when due, the Municipality will not be required to process or to continue processing the application, or to appear before the Ontario Municipal Board in support of a decision approving the application until the amount has been paid in full.

The applicant further acknowledges and agrees that any amount owing by the applicant to the Municipality is, when due, a debt of the applicant and the Municipality may, in addition to any other remedies available to it at law, recover the amount owing together with interest from the applicant by action

2025.06.23
DATE

[redacted]
SIGNATURE OF OWNER

Victoria Durandt
OWNER'S NAME (PRINT)

14. PERMISSION TO ENTER PROPERTY

By completing the Declaration of Owner or Authorized Agent, I / we hereby acknowledge and authorize the members of the Township of Central Frontenac Committee of Adjustment and staff as well as any other government body or agency, to enter upon the lands subject to this application for the purpose of conducting a site inspection and agree that no discussion shall take place with the Committee members or staff during the site inspection.

[redacted]
INITIALS

INITIALS

15. AFFIDAVIT OR SWORN DECLARATION

I, Victoria Durandt make oath (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the City (Type of Municipality) of Kingston (Name) in the County (County/District/Region) of Frontenac (Name), this 24th day of July (Month), 2025 (Year).

Commissioner of Oaths Robert P. Tchegus

[redacted]
Applicant ☐ or Agent ☐

16. AGENT AUTHORIZATION (if applicable)

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that an appointed agent is authorized to make the application must be included or the authorization set out below must be completed.

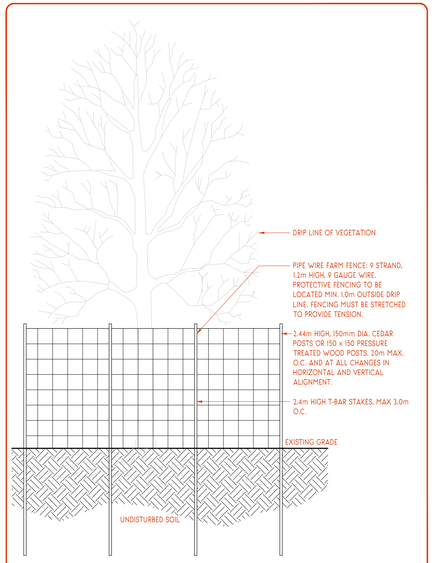
I, Victoria Durandt, am the owner of the land that is the project of this Application and I authorize Adrian Worton - Daymark Design Incorporated to make this application on my behalf.

[redacted]
Owner's Signature

2025.06.23
Date

[redacted]
Witness' Signature

David Durandt
Print Name of Witness



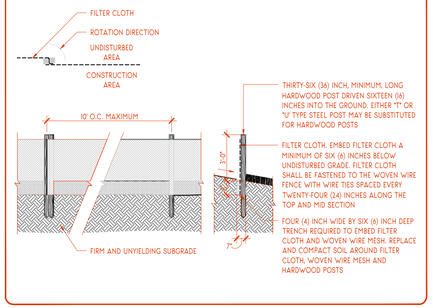
NOTES:

1. THE AREA WITHIN THE DRIP LINE OF ALL EXISTING TREES SHALL BE PROPERLY PROTECTED WITH TEMPORARY FENCING.

2. THE AREA WITHIN THE PROTECTIVE FENCING SHALL REMAIN UNDISTURBED AND SHALL NOT BE USED FOR THE STORAGE OF BUILDING MATERIALS, EQUIPMENT ACCESS, STORAGE OR PROJECT RELATED GARBAGE.

3. TREE PROTECTION MEASURES SHALL REMAIN UNTIL THE COMPLETION OF THE FINE GRADING AND SODDING OR SEEDING.

C1 / A1.0 **Tree Protection**
N.T.S.



B1 / A1.0 **Silt Fence**
N.T.S.

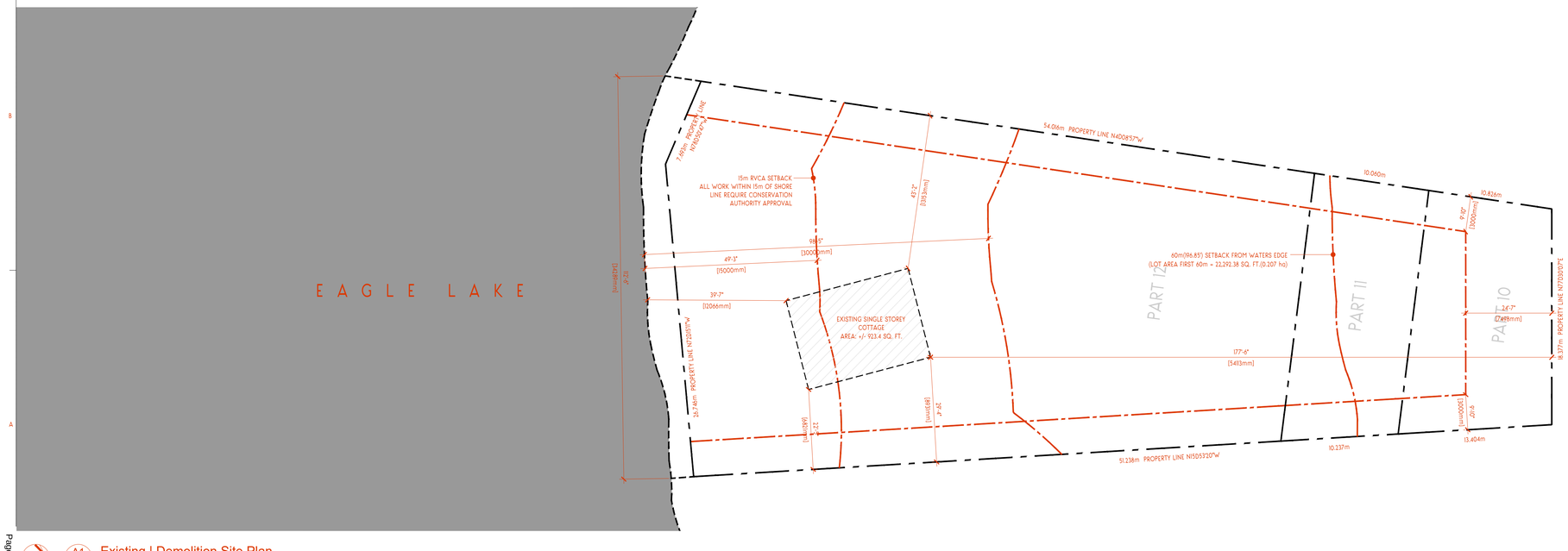
GENERAL SITE PLAN NOTES:

1. SITE PLAN BASED ON SURVEY ISR-5445 PREPARED BY UNKNOWN ON UNKOWN DATE OF PART 12,11,10, PART OF GEOGRAPHIC TOWNSHIP OF CENTRAL FRONTENAC. DAYMARK DESIGN INCORPORATED DOES NOT WARRANT THE ACCURACY OF PROPERTY LINE, ADJACENT STRUCTURES, ETC., LOCATIONS TO BE VERIFIED BY CONTRACTOR PRIOR TO CONSTRUCTION.

2. CONTRACTOR / PROPERTY OWNER RESPONSIBLE FOR CONSULTING FORESTRY DEPARTMENT AND THEIR TREE CUTTING BY-LAW PRIOR TO COMMENCING TO OBTAIN REQUISITE PERMITS AS REQUIRED.

3. CONTRACTOR TO COORDINATE WITH MUNICIPALITY SITE ELECTRICAL, WATER AND GAS SERVICE PRIOR TO DEMOLITION.

4. CONTRACTOR / OWNER RESPONSIBLE TO CALL FOR LOCATES PRIOR TO ANY EXCAVATION, DIGGING OR DEMOLITION.



N TRUE NORTH — A1 / A1.0 **Existing | Demolition Site Plan**
1" = 15'-0"

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WEB - DAYMARKDESIGNINC.COM

ISSUED FOR MINOR VARIANCE

ONTARIO ASSOCIATION OF ARCHITECTS
ADRIAN SHANE WORTON
LICENCE (subject to terms, conditions and limitations)
10812
REG.

NOTES
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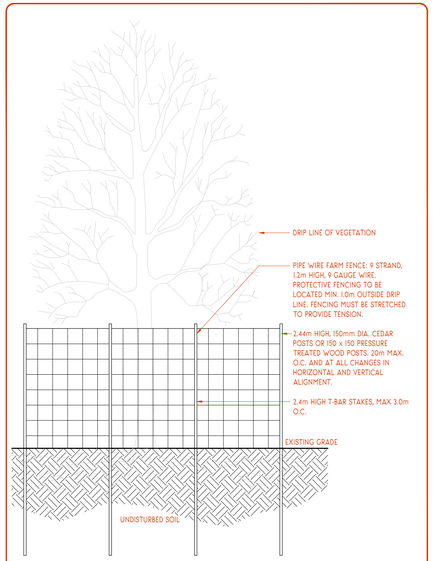
MARK	ISSUE	DATE
1	ISSUED FOR MV	2025.06.23

EXISTING | DEMOLITION SITE PLAN

DURANDT COTTAGE
PT LT 26 CON3 Hinchinbrooke PT 10 to 12, 13R5445
CENTRAL FRONTENAC, ONTARIO

DATE: 4/11/2024	PROJECT NAME: DURANDT
DRAWN BY: ASW	SCALE: 1" = 15'-0"
APPROVED BY: ASW	SHEET: A1.0
PROJECT NO: 24.11	



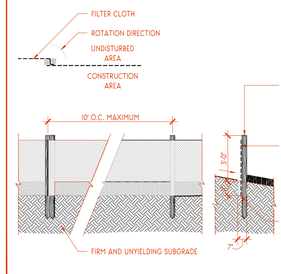
NOTES:

1. THE AREA WITHIN THE DRIP LINE OF ALL EXISTING TREES SHALL BE PROPERLY PROTECTED WITH TEMPORARY FENCING.

2. THE AREA WITHIN THE PROTECTIVE FENCING SHALL REMAIN UNDISTURBED AND SHALL NOT BE USED FOR THE STORAGE OF BUILDING MATERIALS, EQUIPMENT ACCESS, STORAGE OR PROJECT RELATED GARBAGE.

3. TREE PROTECTION MEASURES SHALL REMAIN UNTIL THE COMPLETION OF THE FINE GRADING AND SODDING OR SEEDING.

C1 / A1.1 **Tree Protection**
N.T.S.

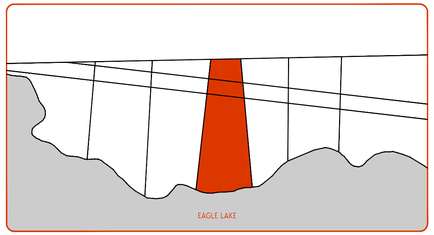


THIRTY-SIX (36) INCH, MINIMUM, LONG HARDWOOD POST DRIVEN SIXTEEN (16) INCHES INTO THE GROUND. EITHER "T" OR "U" TYPE STEEL POST MAY BE SUBSTITUTED FOR HARDWOOD POSTS

FILTER CLOTH. EMBED FILTER CLOTH A MINIMUM OF SIX (6) INCHES BELOW UNDISTURBED GRADE. FILTER CLOTH SHALL BE FASTENED TO THE WOVEN WIRE FENCE WITH WIRE TIES SPACED EVERY TWENTY-FOUR (24) INCHES ALONG THE TOP AND MID SECTION

FOUR (4) INCH WIDE BY SIX (6) INCH DEEP TRENCH REQUIRED TO EMBED FILTER CLOTH AND WOVEN WIRE MESH. REPLACE AND COMPACT SOIL AROUND FILTER CLOTH, WOVEN WIRE MESH AND HARDWOOD POSTS

B1 / A1.1 **Silt Fence**
N.T.S.



C2 / A1.1 **Location Map**
N.T.S.

Zoning Information

Municipality:
The Township of Central Frontenac, Ontario

Zoning:
Waterfront Residential - RW Zone

Item				
1	Zoning Provisions - RW - Waterfront Residential			
2	Lot Area (minimum): 0.8 Hectares (86,111.28 sq. ft.)	Lot Area: 0.169 Hectares (18264.32 sq. ft.)		
3	Lot Frontage (minimum): 77.0m (252.6 ft)	Lot Frontage: 34.28m (112.5 ft)		
4	Minimum Yards (Setbacks)			
		Required	**Provided**	**Notes**
	Front	N/A	N/A	
	Rear	7.5m (24.6 ft)	49.13m (161.83ft)	
	Interior Side	3.0m (9.8 ft)	10.93m (35.91 ft) / 3.51m (11.5 ft)	
	Exterior Side	N/A	N/A	
	Watercourse Setback	30.0m (98.4 ft)	12.38m (40'-8")	Minor Variance Required
	Means of Neighbouring Structures	N/A	N/A	
5	Lot Coverage (maximum):	10%(Within 60m)	7.0%	
6	Building Height (maximum)	10.0m (32.8 ft)	5.57m (18'-3.25")	
7	Dwelling Units per Lot	1	1	
8	Minimum Gross Floor Area (Dwelling)	N/A	N/A	
9	Accessory Bldg Area	-	-m²(- sq. ft.)	
10	Accessory Bldg Coverage (maximum)	-%	-	
11	Accessory Bldg Height (maximum)	-m (- ft)	-m (- ft.)	
OTHER:				

GENERAL SITE PLAN NOTES:

1. SITE PLAN BASED ON SURVEY ISR-5445 PREPARED BY UNKNOWN ON UNKOWN DATE OF PART 12,11,10, PART OF - OF GEOGRAPHIC TOWNSHIP OF CENTRAL FRONTENAC. DAYMARK DESIGN INCORPORATED DOES NOT WARRANT THE ACCURACY OF PROPERTY LINE, ADJACENT STRUCTURES, ETC., LOCATIONS TO BE VERIFIED BY CONTRACTOR PRIOR TO CONSTRUCTION.

2. OLS TO BE RETAINED TO LOCATE & STAKE OUT PROPOSED DWELLING TO ENSURE ALL MUNICIPAL BY-LAW REQUIREMENTS ARE MET PRIOR TO CONSTRUCTION.

3. SEPTIC SYSTEM BY OTHERS. LOCATION NOTED IS APPROXIMATE AND FOR INFORMATION PURPOSES ONLY. -CONTRACTOR / OWNER RESPONSIBLE FOR PROVIDING / MAINTAINING MIN. CLEARANCES IN ACCORDANCE WITH OBC 8.2.1.6A & 8.2.1.6B. REFER TO APPROVED SEPTIC PERMIT DOCUMENTATION.

4. CONTRACTOR / PROPERTY OWNER RESPONSIBLE FOR CONSULTING FORESTRY DEPARTMENT AND THEIR TREE CUTTING BY-LAW PRIOR TO COMMENCING TO OBTAIN REQUISITE PERMITS AS REQUIRED.

5. CONTRACTOR RESPONSIBLE FOR POSITIVELY SLOPING ALL GRADE AWAY FROM HOUSE AND IN ACCORDANCE WITH APPROVED LOT GRADING PLAN.

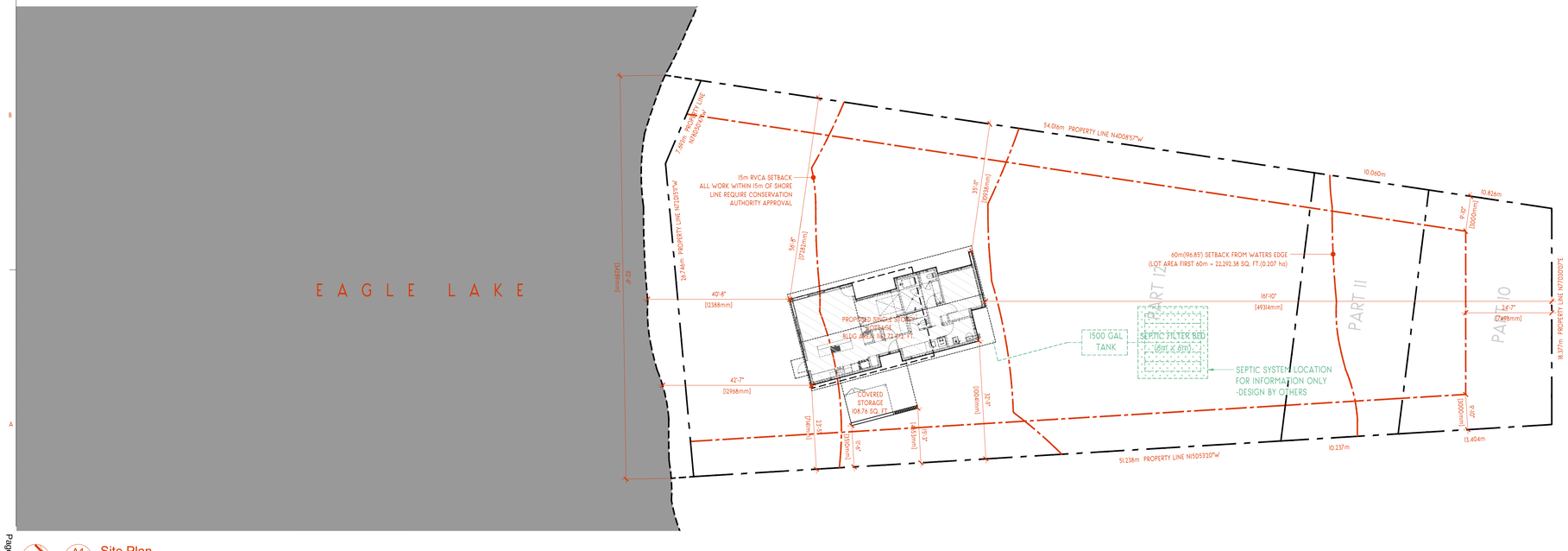
6. CONTRACTOR TO COORDINATE WITH MUNICIPALITY SITE ELECTRICAL SERVICE.

7. UPON COMPLETION OF FORMING THE POURED CONCRETE FOOTINGS IT IS THE CONTRACTORS RESPONSIBILITY TO RETAIN A LICENSED ONTARIO LAND SURVEYOR TO ENSURE CORRECT U/S OF FOOTING LEVEL COORDINATES / COMPLIES WITH APPROVED LOT GRADING PLAN. A CERTIFIED LETTER SHALL BE PREPARED BY LICENSED ONTARIO LAND SURVEYOR AND PROVIDED TO CONSULTANT AND MUNICIPALITY FOR REVIEW PRIOR TO THE POURING OF CONCRETE FOOTINGS.

COVERAGE CALCULATIONS:
MAX ALLOWABLE COVERAGE(FIRST 60m) = 10% = 1826.43 SQ. FT.

SEASONAL DWELLING: 1162.73 SQ. FT.
COVERED STORAGE: 108.76 SQ. FT.
STORAGE + SLAT WALL: 11.35 SQ. FT.

TOTAL AREA: 1282.83 SQ. FT. / SITE 18,264.32 = 7% PROPOSED COVERAGE



N TRUE NORTH — A1 / A1.1 **Site Plan**
1" = 15'-0"

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ISSUED FOR MINOR VARIANCE

ONTARIO ASSOCIATION OF ARCHITECTS
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REG.

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MARK	ISSUE	DATE
1	ISSUED FOR MV	2025.06.23

SITE PLAN

DURANDT COTTAGE
PT LT 26 CON3 Hinchinbrooke PT 10 to 12, 13R5445
CENTRAL FRONTENAC, ONTARIO

DATE: 4/11/2024	PROJECT NAME: DURANDT
DRAWN BY: ASW	SCALE: 1" = 15'-0"
APPROVED BY: ASW	SHEET: A1.1
PROJECT NO: 24.11	

TYPICAL FLOOR PLAN NOTES:

SUMP PIT:
PROVIDE AUTOMATIC SUMP PUMP WITH BACK UP PUMP SYSTEM
-SUMP PIT IN ACCORDANCE WITH 9.14.5.2 OF THE OBC
-IN THE CASE OF NO CRAWLSPACE OR BASEMENT DISCHARGE WATER TO DRAINAGE DITCH OR DRY WELL.
-DRY WELLS IN ACCORDANCE WITH 9.14.5.3 OF THE OBC
-SUMP PIT AT LOW POINT, FINAL LOCATION BY CONTRACTOR

BUILT-UP BEAMS:
WHERE THE BUILT-UP BEAMS ARE USED, INDIVIDUAL MEMBERS SHALL BE NAILED TOGETHER WITH A DOUBLE ROW OF NAILS. MINIMUM LENGTH OF NAIL IS 3-1/2", MIN SPACING BETWEEN NAILS 17-3/4", END NAILS MIN. 3-7/8" - 5-7/8" FROM ENDS

BUILT-UP BEAMS - ALTERNATE
1/2" DIAMETER BOLTS EQUIPPED WITH WASHERS AND SPACED NOT MORE THAN 3'-11" O.C. AND END BOLTS MAX. 23-7/8" FROM ENDS.

BP = BEAM POCKET, PROVIDE MIN 4" BEARING AND ROOM TO SHIM

UPON COMPLETION OF FORMING THE POURED CONCRETE FOOTINGS IT IS THE CONTRACTORS RESPONSIBILITY TO RETAIN A LICENSED ONTARIO LAND SURVEYOR TO ENSURE CORRECT U/S OF FOOTING LEVEL COORDINATES / COMPLIES WITH APPROVED LOT GRADING PLAN. A CERTIFIED LETTER SHALL BE PREPARED BY LICENSED ONTARIO LAND SURVEYOR AND PROVIDED TO CONSULTANT AND MUNICIPALITY FOR REVIEW PRIOR TO THE POURING OF CONCRETE FOOTINGS.

STRUCTURAL STEEL:
CONTRACTOR TO PROVIDE STRUCTURAL STEEL AND CONNECTION DETAIL SHOP DRAWING PREPARED BY STEEL FABRICATOR, SEALED BY ONTARIO LICENSED PROFESSIONAL ENGINEER.

LEDGER STEEL SYSTEMS INC. (P. 705.675.1087); NOR-WELD (P. 705.326.3691);
FALCO STEEL FABRICATORS INC. (P. 905.799.9100) OR SIM.

9.34.4 ELECTRIC VEHICLE CHARGING

WHERE A HOUSE IS SERVED BY A GARAGE, CARPORT OR DRIVEWAY, THE FOLLOWING SHALL BE INSTALLED TO PERMIT THE FUTURE INSTALLATION OF ELECTRIC VEHICLE SUPPLY EQUIPMENT THAT CONFORMS TO SECTION 86 OF THE ELECTRICAL SAFETY CODE:

1. A MINIMUM 200 AMP PANEL BOARD,
2. A CONDUIT THAT IS NOT LESS THAN 27 MM TRADE SIZE AND IS EQUIPPED WITH A MEANS TO ALLOW CABLES TO BE PULLED INTO THE CONDUIT, (THE CONDUIT AND ELECTRICAL OUTLET BOX DESCRIBED IN CLAUSES (3)(B) AND (C) SHALL PROVIDE AN EFFECTIVE BARRIER AGAINST THE PASSAGE OF GAS AND EXHAUST FUMES) AND,
3. A SQUARE 4-11/16 IN. TRADE SIZE ELECTRICAL OUTLET BOX, INSTALLED IN THE GARAGE OR CARPORT OR ADJACENT TO THE DRIVEWAY.

WOOD BURNING ZERO CLEARANCE / STOVE FIREPLACE

-PROVIDE MIN 14" (D) STONE OR TILE HEARTH AT FLOOR LEVEL
-INSULATION WITHIN CHIMNEY TO BE STONE WOOL
-PROVIDE 1/2" CEMENT BOARD TO FACE OF FIRE PLACE WALL SURROUND IN PREPARATION TO RECEIVE FINISH
-FIREPLACE MUST BE ULC/CSA LABELED & APPROVED.
-STOVE OR INSERT TO BE INSTALLED BY A W.E.T.T. CERTIFIED TECH. AND PER MANUFACTURER'S W.E.T.T. CODES.
-STOVE OR INSERT TO BE W.E.T.T. CERTIFIED FOLLOWING INSTALLATION COMPLETION.
-FIREPLACE TO BE DIRECT VENT, ALTERNATIVELY MAKE-UP AIR TO BE PROVIDED.

BUILDING AREA CALCULATIONS:

GROUND FLOOR (OUTSIDE FACE OF WALL) = 1162.72 SQ. FT.
EXTERIOR STORAGE WALL + SLAT = 11.35 SQ. FT.

GROSS BUILDING FLOOR AREA = 1174.07 SQ. FT.

HATCH SCHEDULE:

FLOOR FINISH
MANUFACTURER: N/A
MATERIAL: ARCHITECTURAL GRADE CONCRETE
FINISH: POLISHED

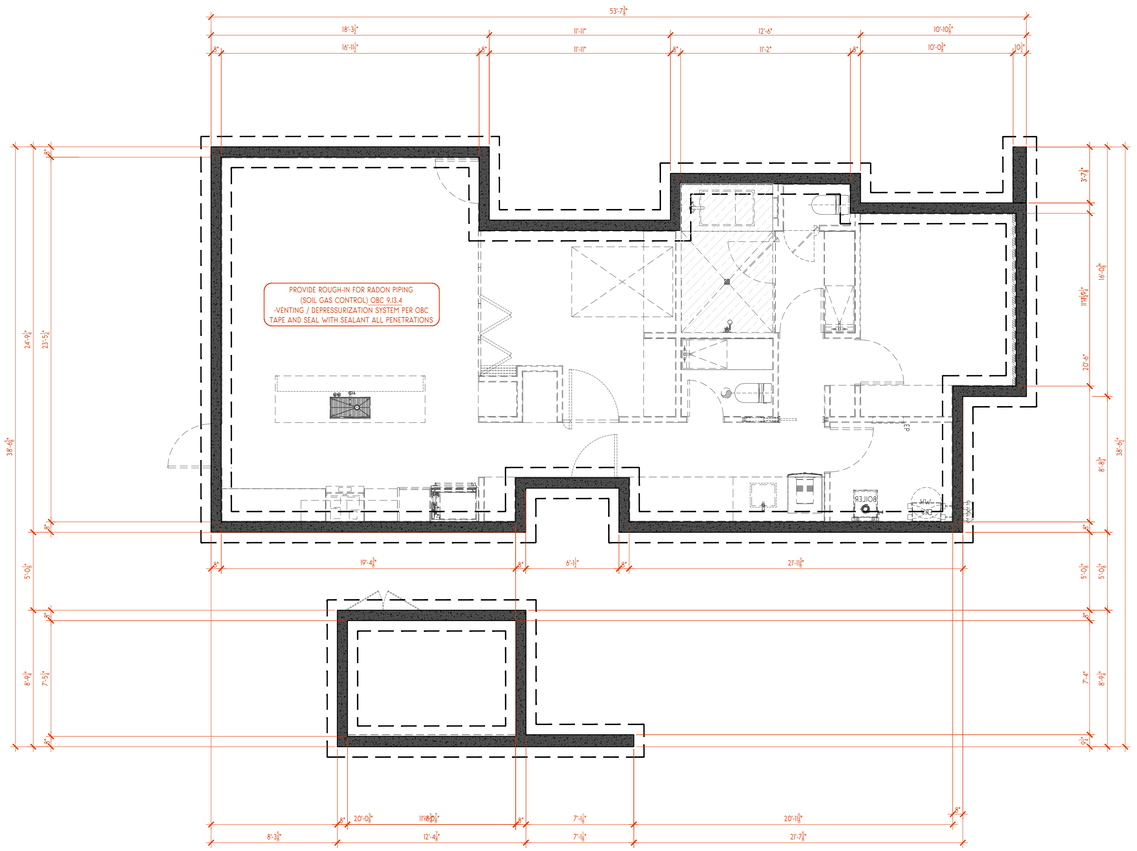
MANUFACTURER:REFER TO ID.01
MATERIAL: 24" X 24" PORCELAIN
PRODUCT: 1/4" THICKNESS

MILLWORK
REFER TO ARCHITECTURAL DRAWING A8.1 FOR DETAILS

N.I.C. - NOT IN CONTRACT

POURED CONCRETE FOUNDATION
-REFER TO FLOOR PLAN FOR SIZE AND CONSTRUCTION

CROSS HATCH DENOTES DROPPED FLOOR SLAB FOR TILE MORTAR BED AND CURBLESS SHOWER ENTRY



N

A1
A2.0

Footing and Foundation Plan
1/4" = 1'-0"

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MARK	ISSUE	DATE
1	ISSUED FOR MV	2025.06.23

FOOTING AND FOUNDATION PLAN

DURANDT COTTAGE
PT. LT. 26 CON.2 Hinchinbrooke PT 10 to 12, 13R5445
CENTRAL FRONTENAC, ONTARIO

DATE: 4/11/2024	PROJECT NAME: DURANDT
DRAWN BY: ASW	SCALE: 1/4" = 1'-0"
APPROVED BY: ASW	SHEET: A2.0
PROJECT NO: 24.11	

TYPICAL FLOOR PLAN NOTES:

SUMP PIT:
PROVIDE AUTOMATIC SUMP PUMP WITH BACK UP PUMP SYSTEM
-SUMP PIT IN ACCORDANCE WITH 9.14.5.2 OF THE OBC
-IN THE CASE OF NO CRAWLSPACE OR BASEMENT DISCHARGE WATER TO DRAINAGE DITCH OR DRY WELL
-DRY WELLS IN ACCORDANCE WITH 9.14.5.3 OF THE OBC
-SUMP PIT AT LOW POINT, FINAL LOCATION BY CONTRACTOR

BUILT-UP BEAMS:
WHERE THE BUILT-UP BEAMS ARE USED, INDIVIDUAL MEMBERS SHALL BE NAILED TOGETHER WITH A DOUBLE ROW OF NAILS. MINIMUM LENGTH OF NAIL IS 3-1/2", MIN SPACING BETWEEN NAILS (7-3/4", END NAILS MIN. 3-7/8" - 5-7/8" FROM ENDS

BUILT-UP BEAMS - ALTERNATE
1/2" DIAMETER BOLTS EQUIPPED WITH WASHERS AND SPACED NOT MORE THAN 3'-11" O.C. AND END BOLTS MAX 23-7/8" FROM ENDS.

BP = BEAM POCKET, PROVIDE MIN 4" BEARING AND ROOM TO SHIM

UPON COMPLETION OF FORMING THE POURED CONCRETE FOOTINGS IT IS THE CONTRACTORS RESPONSIBILITY TO RETAIN A LICENSED ONTARIO LAND SURVEYOR TO ENSURE CORRECT U/S OF FOOTING LEVEL COORDINATES / COMPLIES WITH APPROVED LOT GRADING PLAN. A CERTIFIED LETTER SHALL BE PREPARED BY LICENSED ONTARIO LAND SURVEYOR AND PROVIDED TO CONSULTANT AND MUNICIPALITY FOR REVIEW PRIOR TO THE POURING OF CONCRETE FOOTINGS.

STRUCTURAL STEEL:
CONTRACTOR TO PROVIDE STRUCTURAL STEEL AND CONNECTION DETAIL SHOP DRAWING PREPARED BY STEEL FABRICATOR, SEALED BY ONTARIO LICENSED PROFESSIONAL ENGINEER.

LEDGER STEEL SYSTEMS INC. (P. 705.675.1087), NOR-WELD (P. 705.326.3691), FALCO STEEL FABRICATORS INC. (P. 905.799.9100) OR SIM.

9.34.4 ELECTRIC VEHICLE CHARGING

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3. A SQUARE 4-11/16 IN. TRADE SIZE ELECTRICAL OUTLET BOX, INSTALLED IN THE GARAGE OR CARPORT OR ADJACENT TO THE DRIVEWAY.

WOOD BURNING ZERO CLEARANCE / STOVE FIREPLACE

-PROVIDE MIN 14" (D) STONE OR TILE HEARTH AT FLOOR LEVEL
-INSULATION WITHIN CHIMNEY TO BE STONE WOOL
-PROVIDE 1/2" CEMENT BOARD TO FACE OF FIRE PLACE WALL SURROUND IN PREPARATION TO RECEIVE FINISH
-FIREPLACE MUST BE ULC/CSA LABELED & APPROVED.
-STOVE OR INSERT TO BE INSTALLED BY A W.E.T.T. CERTIFIED TECH. AND PER MANUFACTURER'S W.E.T.T. CODES
-STOVE OR INSERT TO BE W.E.T.T. CERTIFIED FOLLOWING INSTALLATION COMPLETION.
-FIREPLACE TO BE DIRECT VENT, ALTERNATIVELY MAKE-UP AIR TO BE PROVIDED.

BUILDING AREA CALCULATIONS:

GROUND FLOOR (OUTSIDE FACE OF WALL) = 1162.72 SQ. FT.
EXTERIOR STORAGE WALL + SLAT = 11.35 SQ. FT.

GROSS BUILDING FLOOR AREA = 1174.07 SQ. FT.

HATCH SCHEDULE:

FLOOR FINISH
MANUFACTURER: N/A
MATERIAL: ARCHITECTURAL GRADE CONCRETE
FINISH: POLISHED

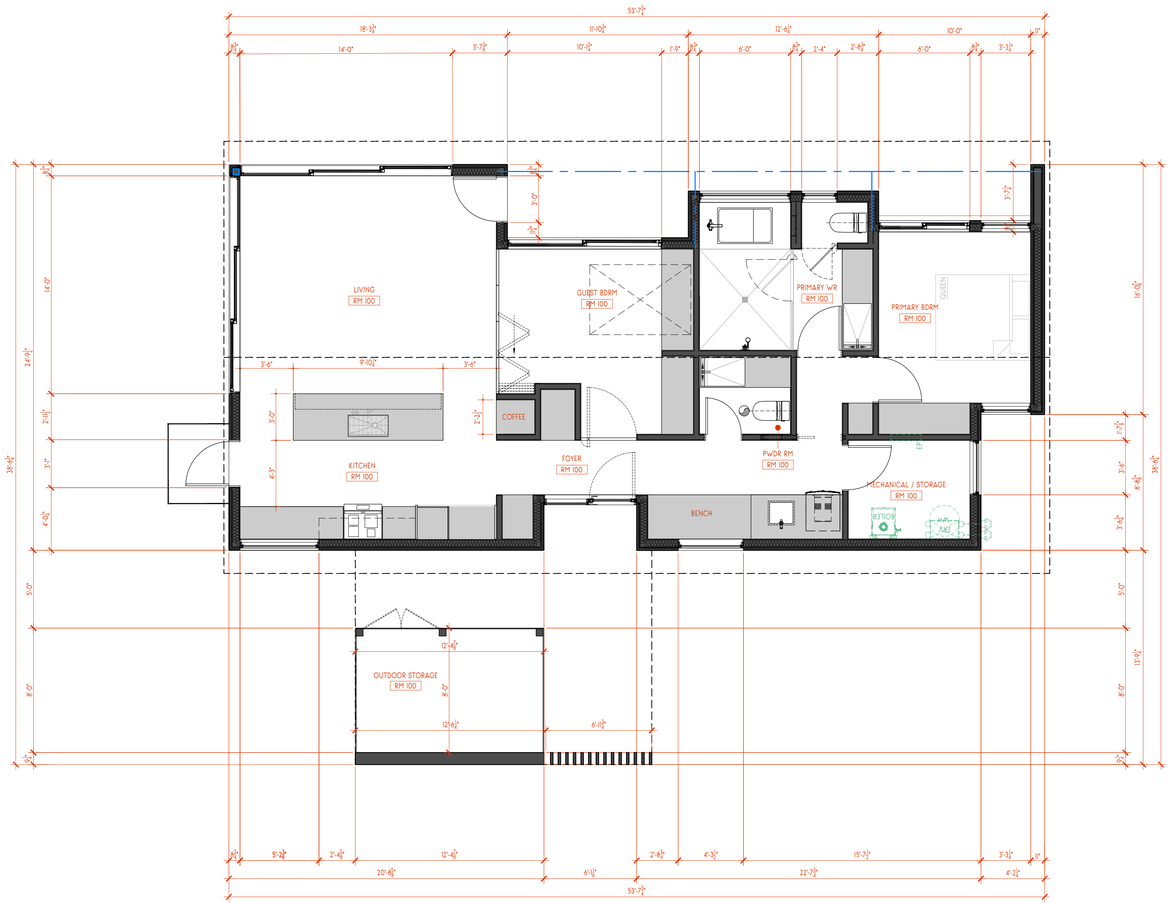
MANUFACTURER:REFER TO ID.01
MATERIAL: 24" X 24" PORCELAIN
PRODUCT: 1/4" THICKNESS

MILLWORK
REFER TO ARCHITECTURAL DRAWING A8.1 FOR DETAILS

N.I.C. - NOT IN CONTRACT

POURED CONCRETE FOUNDATION
-REFER TO FLOOR PLAN FOR SIZE AND CONSTRUCTION

CROSS HATCH DENOTES DROPPED FLOOR SLAB FOR TILE MORTAR BED AND CURBLESS SHOWER ENTRY



N

A1
A2.1

Ground Floor Plan
1/4" = 1'-0"

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MARK	ISSUE	DATE
1	ISSUED FOR MV	2025.06.23

GROUND FLOOR PLAN

DURANDT COTTAGE
PT LT 26 CON2 Hinchinbrooke PT 10 to 12, 13R5445
CENTRAL FRONTENAC, ONTARIO

DATE: 4/11/2024	PROJECT NAME: DURANDT
DRAWN BY: ASW	SCALE: 1/4" = 1'-0"
APPROVED BY: ASW	SHEET: A2.1
PROJECT NO. 24.11	

TYPICAL ROOF PLAN NOTES:

BUILT-UP BEAMS:
WHERE THE BUILT-UP BEAMS ARE USED, INDIVIDUAL MEMBERS SHALL BE NAILED TOGETHER WITH A DOUBLE ROW OF NAILS. MINIMUM LENGTH OF NAIL IS 3-1/2", MIN SPACING BETWEEN NAILS 17-3/4", END NAILS MIN. 3-7/8" - 5-7/8" FROM ENDS

BUILT-UP BEAMS - ALTERNATE
1/2" DIAMETER BOLTS EQUIPPED WITH WASHERS AND SPACED NOT MORE THAN 3'-11" O.C. AND END BOLTS MAX 23-7/8" FROM ENDS.

BP = BEAM POCKET, PROVIDE MIN 4" BEARING AND ROOM TO SHIM

ENGINEERED TRUSSES(WHERE APPLICABLE):

ALL ENGINEERED, PREFABRICATED PRODUCTS ARE TO BE DESIGNED IN ACCORDANCE WITH PART 4 OF THE ONTARIO BUILDING CODE. CONTRACTOR TO COORDINATE THE PREPARATION AND ASSURANCE OF STAMPED ENGINEERED SHOP DRAWINGS FROM MANUFACTURER / BUILDING MATERIAL SUPPLIER AND MAKE AVAILABLE ON SITE DURING THE COURSE OF CONSTRUCTION FOR REVIEW BY DAYMARK DESIGN INCORPORATED AND LOCAL AUTHORITIES HAVING JURISDICTION.

STRUCTURAL STEEL:
CONTRACTOR TO PROVIDE STRUCTURAL STEEL AND CONNECTION DETAIL SHOP DRAWING PREPARED BY STEEL FABRICATOR, SEALED BY ONTARIO LICENSED PROFESSIONAL ENGINEER.

LEDGER STEEL SYSTEMS INC. (P. 705.675.1087), NOR-WELD (P. 705.326.3619), FALCO STEEL FABRICATORS INC. (P. 905.799.900) OR SIM.

BUILDING AREA CALCULATIONS:

GROUND FLOOR (OUTSIDE FACE OF WALL) = 1162.72 SQ. FT.
EXTERIOR STORAGE WALL + SLAT = 11.35 SQ. FT.

GROSS BUILDING FLOOR AREA = 1174.07 SQ. FT.

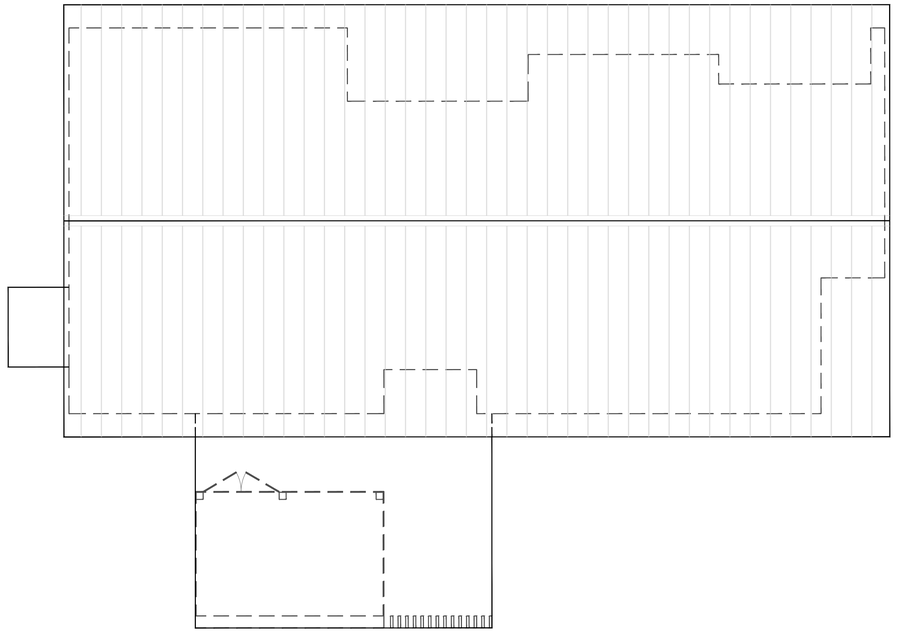
HATCH SCHEDULE:

CROSS HATCH PATTERN DENOTES NEW STICK FRAMING LOCATIONS

HATCH PATTERN DENOTES FLAT ROOFING MEMBRANE -REFER TO A0.1 FOR ASSEMBLIES

HATCH PATTERN DENOTES STANDING SEAM METAL ROOF -REFER TO A0.1 FOR ASSEMBLIES

HATCH PATTERN DENOTES EXTENT OF VAULTED CEILING / TRUSS 1/4 INTERIOR SLOPE TO MATCH EXTERIOR ROOF SLOPE



N

A1
A2.2

Roof Plan
1/4" = 1'-0"

daymark
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WEB - DAYMARKDESIGNINC.COM

ISSUED FOR MINOR VARIANCE

ONTARIO ASSOCIATION OF ARCHITECTS
ADRIAN SHANE WORTON
LICENCE (subject to terms, conditions and limitations)
10512
SEAL

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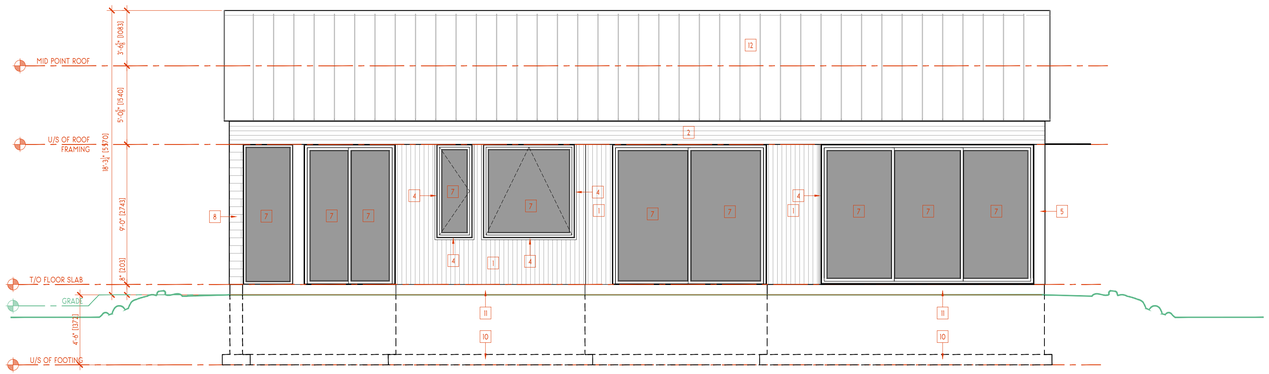
MARK	ISSUE	DATE
1	ISSUED FOR MV	2025.06.23

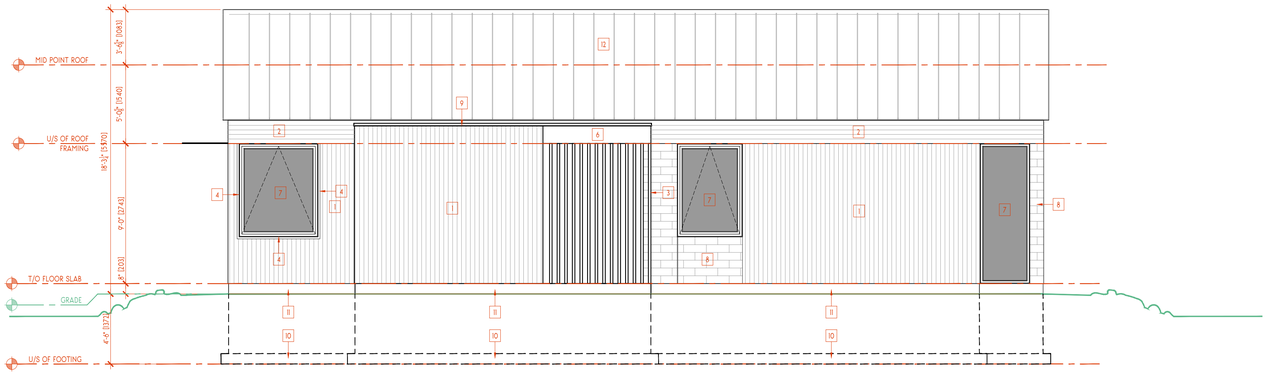
ROOF PLAN

DURANDT COTTAGE
PT LT 26 CON2 Hinchinbrooke PT 10 to 12, 13R5445
CENTRAL FRONTENAC, ONTARIO

DATE: 4/11/2024	PROJECT NAME: DURANDT
DRAWN BY: ASW	SCALE: 1/4" = 1'-0"
APPROVED BY: ASW	SHEET: A2.2
PROJECT NO: 24.11	



C1 A3.0 **West Elevation**
1/4" = 1'-0"



A1 A3.0 **East Elevation**
1/4" = 1'-0"

ELEVATION NOTES

1. REFER TO A0.1 FOR ASSEMBLY TYPE SCHEDULE

2. REFER TO STRUCTURAL NOTES FOR ADDITIONAL INFORMATION

1. 5/8" VERTICAL WOOD SIDING
   (THERMAL PINE, 1 x 4", 1/8" 'NICKEL GAP', RE-SAWN/BRUSHED FACE, SELECT, SEMI-SOLID(2-COAT) BLACK STAIN, CONCEALED STAINLESS STEEL FASTENERS)
2. 5/8" HORIZONTAL WOOD SIDING
   (THERMAL PINE, 1 x 4", 1/8" 'NICKEL GAP', RE-SAWN/BRUSHED FACE, SELECT, SEMI-SOLID(2-COAT) BLACK STAIN, CONCEALED STAINLESS STEEL FASTENERS)
3. VERTICAL WOOD SLAT WALL
   (2" x 8" TIMBER, THERMAL PINE RE-SAWN/BRUSHED FACE, SELECT, SEMI-SOLID(2-COAT) BLACK STAIN)
4. 1-1/2" WOOD TRIM
   -THERMAL PINE, STAIN TO MATCH SIDING COLOUR
5. PRE-FINISHED ACM CORNER PANEL
   -COLOUR: MATTE BLACK
6. FIBRE CEMENT PANEL
   -COLOUR: MATTE BLACK
   -(11'-0"(L) HARDIE BOARD OR SIM)
7. CLEAR GLASS PANE
   1/2" ARGON-FILLED AIR SPACE
   LOW E COATING (SURFACE 3) ON CLEAR GLASS INNER PANE IN PREFINISHED THERMALLY BROKEN ALUM. WINDOW / DOOR FRAMING
   -COLOUR: MATTE BLACK
8. THIN VENEER BLOCK
   (STACK BOND ARCHITETCURAL CONC.BLOCK LOOK)
9. PRE-FINISHED BREAK SHAPE ALUMINUM PARAPET CAP FLASHING
   -COLOUR: MATTE BLACK
10. DASHED LINE DENOTES BELOW GRADE FOOTINGS AND FOUNDATIONS
11. PARGING TO FACE OF EXPOSED FOUNDATION WALL
12. 24 GAUGE STANDING SEAM METAL ROOF
    COLOUR: GUN METAL GRAY

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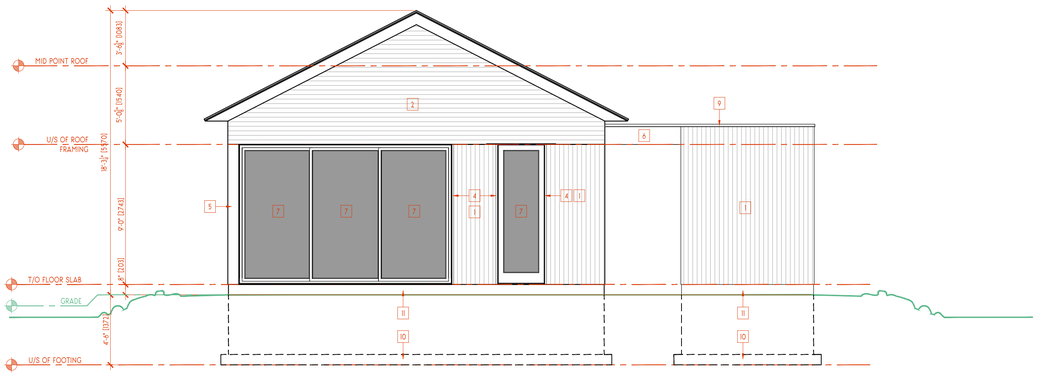
1	ISSUED FOR MV	2025.06.23

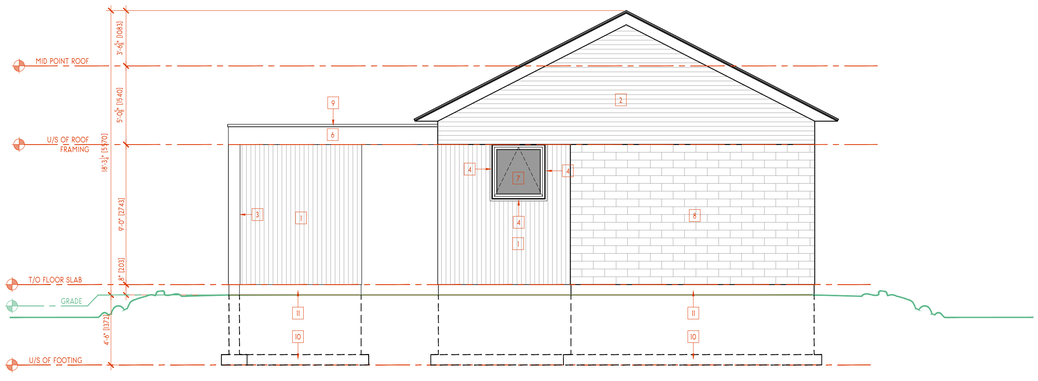
ELEVATIONS

DURANDT COTTAGE
PT LT 26 CON3 Hinchinbrooke PT 10 to 12, 13R5445
CENTRAL FRONTENAC, ONTARIO

DATE: 4/11/2024	PROJECT NAME: DURANDT
DRAWN BY: ASW	SCALE: 1/4" = 1'-0"
APPROVED BY: ASW	SHEET: A3.0
PROJECT NO: 24.11	



C1 South Elevation
A3.1 1/4" = 1'-0"



A1 North Elevation
A3.1 1/4" = 1'-0"

ELEVATION NOTES

1. REFER TO A0.1 FOR ASSEMBLY TYPE SCHEDULE

2. REFER TO STRUCTURAL NOTES FOR ADDITIONAL INFORMATION

1 5/8" VERTICAL WOOD SIDING
(THERMAL PINE, 1 x 4", 1/8" 'NICKEL GAP', RE-SAWN/BRUSHED FACE, SELECT, SEMI-SOLID(2-COAT) BLACK STAIN, CONCEALED STAINLESS STEEL FASTENERS)

2 5/8" HORIZONTAL WOOD SIDING
(THERMAL PINE, 1 x 4", 1/8" 'NICKEL GAP', RE-SAWN/BRUSHED FACE, SELECT, SEMI-SOLID(2-COAT) BLACK STAIN, CONCEALED STAINLESS STEEL FASTENERS)

3 VERTICAL WOOD SLAT WALL
(2" x 8" TIMBER, THERMAL PINE RE-SAWN/BRUSHED FACE, SELECT, SEMI-SOLID(2-COAT) BLACK STAIN)

4 1-1/2" WOOD TRIM
-THERMAL PINE, STAIN TO MATCH SIDING COLOUR

5 PRE-FINISHED ACM CORNER PANEL
-COLOUR: MATTE BLACK

6 FIBRE CEMENT PANEL
-COLOUR: MATTE BLACK
-(II'-0"(L) HARDIE BOARD OR SIM)

7 CLEAR GLASS PANE
1/2" ARGON-FILLED AIR SPACE
LOW E COATING (SURFACE 3) ON CLEAR GLASS INNER PANE IN PREFINISHED THERMALLY BROKEN ALUM. WINDOW / DOOR FRAMING
-COLOUR: MATTE BLACK

8 THIN VENEER BLOCK
(STACK BOND ARCHITETCURAL CONC.BLOCK LOOK)

9 PRE-FINISHED BREAK SHAPE ALUMINUM PARAPET CAP FLASHING
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10 DASHED LINE DENOTES BELOW GRADE FOOTINGS AND FOUNDATIONS

11 PARGING TO FACE OF EXPOSED FOUNDATION WALL

12 24 GAUGE STANDING SEAM METAL ROOF
COLOUR: GUN METAL GRAY

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MARK	ISSUE	DATE
1	ISSUED FOR MV	2025.06.23

ELEVATIONS

DURANDT COTTAGE
PT LT 26 CON2 Hinchinbrooke PT 10 to 12, 13R5445
CENTRAL FRONTENAC, ONTARIO

DATE:	4/11/2024
DRAWN BY:	ASW
APPROVED BY:	ASW
PROJECT NO:	24.11
PROJECT NAME:	DURANDT
SCALE:	1/4" = 1'-0"
SHEET	A3.1

TOWNSHIP OF CENTRAL FRONTENAC

DURANDT (DAYMARK DESIGN) APPLICATION FOR
MINOR VARIANCE (APPN-2025-0039)

26786 EAGLE LAKE
GEOGRAPHIC TOWNSHIP OF HINCHINBROOKE

Produced by the County Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025. While the County makes every effort to insure that the information presented this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

TOWNSHIP OF CENTRAL FRONTENAC

APPLICATION FOR PERMISSION TO EXPAND AN
EXISTING LEGAL NON-COMPLYING DWELLING
APPN-2025-0039, 26786 EAGLE LAKE
PART LOT 26, CONCESSION 2, GEOGRAPHIC TOWNSHIP OF HINCHINBROOKE

Rideau Valley Conservation Authority

3889 Rideau Valley Drive
PO Box 599, Manotick ON K4M 1A5
T 613-692-3571 | 1-800-267-3504
F 613-692-0831 | www.rvca.ca

August 28, 2025
25-UCF-MVA-0018

Planning & Development Services
Township of Central Frontenac
1084 Elizabeth Street P.O. Box 89
Sharbot Lake, ON K0H 2P0

Attention: Abby McKinnon, Secretary Treasurer, Planning & Development Services Assistant

Subject: Application for Minor Variance APPN-2025-0039
Victoria Durandt
26786 Eagle Lake Central Frontenac
ARN 1039 0400 6014 8000 0000

Dear Ms. McKinnon,

The Rideau Valley Conservation Authority has received the above noted application and have reviewed it within the context of:

- Section 5.2 Natural Hazards of the *Provincial Policy Statement* under Section 3 of the *Planning Act*;
- *Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits* under Section 28 of the *Conservation Authorities Act*;
- The Mississippi-Rideau Source Water Protection Plan;

The Proposal

Based on the circulated materials, RVCA understands this application is seeking permission to remove an existing single storey dwelling (923 ft2), and to construct a new single storey dwelling (1162 ft2), with attached accessory storage (108 ft2). The existing dwelling is located within the minimum 30 m waterbody setback at a distance of approximately 12 m – the proposed replacement dwelling will have a slightly increased setback of 12.38 m.

The Property

The subject lands are described as Part Lot 26 Concession 2 Hinchinbrooke, municipally known as 26786 Eagle Lake in the Township of Central Frontenac. The lands are approximately 0.17 ha in size, with approximately 34 m of water frontage along Eagle Lake. The lands are presently developed with an existing dwelling and private servicing. A hydroline is present towards the rear of the lands, and the property generally slopes down towards the shoreline.

A review of our records and mapping did not show the presence of Provincially Significant Wetlands (PSWs), or natural hazards such as mapped floodplains, steep slopes, or unstable soils in the form of marine clays or organic soils.

Provincial Policy Statement

Regarding Section 5.2 Natural Hazards within the PPS, our office has no concerns with the requested minor variance as there are no natural hazard features present or identified on the subject lands that would be impacted by the proposed works.

Ontario Regulation 41/24

As development activity and/or site alteration is being proposed within RVCA's regulated area (within 15m of a waterbody/watercourse) a permit from our office will be required in accordance with *Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits*.

Source Water Protection

The subject property is identified as overlying a highly vulnerable aquifer. These are aquifers that are vulnerable to surface contaminants due to thin or absent soils overlying bedrock that may be fractured. Where these conditions exist, it may be possible for contaminants to enter drinking groundwater supplies. For this reason, care should be taken to avoid land uses and practices that may inadvertently lead to undesirable effects on groundwater. Some best practices that could be considered include:

- increased well casing depths,
- increased distance of septic systems from drinking water wells,
- ensuring septic systems are located downgradient of wells,
- ensuring that wells and septic systems are properly maintained,
- avoiding the use of pesticides, herbicides, and fertilizers.

Conclusion

In conclusion, our office has no objections to the requested minor variance application, subject to the applicant obtaining a permit from our office prior to any development activity within the regulated area.

Our office also provides the following advisory comment for your consideration:

- Roof runoff should be collected and directed on-site and away from slopes into natural or constructed leaching pits and/or rain barrels to provide the greatest infiltration of surface runoff. Runoff should not outlet or be directed towards the lake. Other Low Impact Development (LID) techniques should be considered to address runoff from hardened surfaces (roofs, walkways, decks, driveways, etc).

Please advise us on the Committee's decision respecting this application, or any changes in the status of the application.

Best regards,

Dan Nguyen
Planner, RVCA

cc -Victoria Durandt, owners
cc -Adrian Worton, agent
cc -Jennie Kapusta, Frontenac County

Planning Report

To: Members of Committee of Adjustment

Prepared By: Jennie Kapusta, Community Planner, County of Frontenac

Reviewed By: Sonya Bolton, Manager of Community Planning, County of Frontenac

Re: Application for Permission to Expand a Legal Non-Complying Structure

Legal Description: Reference Plan 13R5445 Parts 10, 11, 12, Part Lot 26, Concession 2, Geographic Township of Hinchinbrooke

Address: 26786 Eagle Lake

File Number: **APPN-2025-0039 (Durandt)**

Owner(s): Victoria Durandt

Applicant: Daymak Design Incorporated, c/o Adrian Worton

Date of Meeting: October 14, 2025

Recommendation

Planning staff are recommending that the Committee of Adjustment for the Township of Central Frontenac receive comments from the public, and subject to any issues being raised at the public meeting, approve this application for permission to expand a legal non-complying structure, subject to the conditions outlined in Appendix A of this report.

Proposal

This application proposes to demolish, reconstruct, and enlarge an existing legal non-complying dwelling. The enlarged single storey dwelling will have a total footprint of 119.17 square metres (1,282.7 square feet) and a minimum waterbody setback of 12.38 metres (40.6 feet) to the high-water mark of Eagle Lake.

The applicant is proposing to install a new Class 4 septic system approximately 45 metres (148 feet) from the high-water mark of Eagle Lake to service the new dwelling.

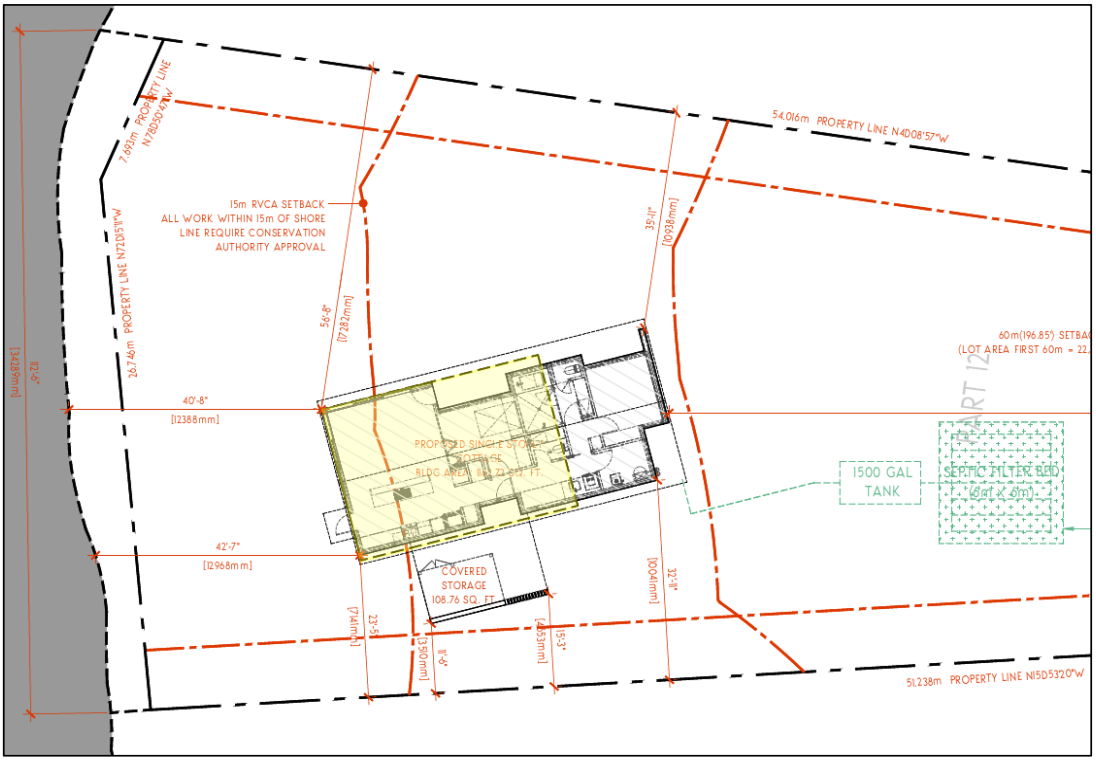


Figure 1: Sketch submitted with the application showing the proposed enlarged dwelling and septic system (shown in green) location. The footprint of the existing dwelling is overlayed in yellow.

Existing Development

- The existing dwelling has a footprint of 85.8 square metres (923.4 square feet) and a waterbody setback of 12.1 metres (39.6 feet) to the high-water mark of Eagle Lake.

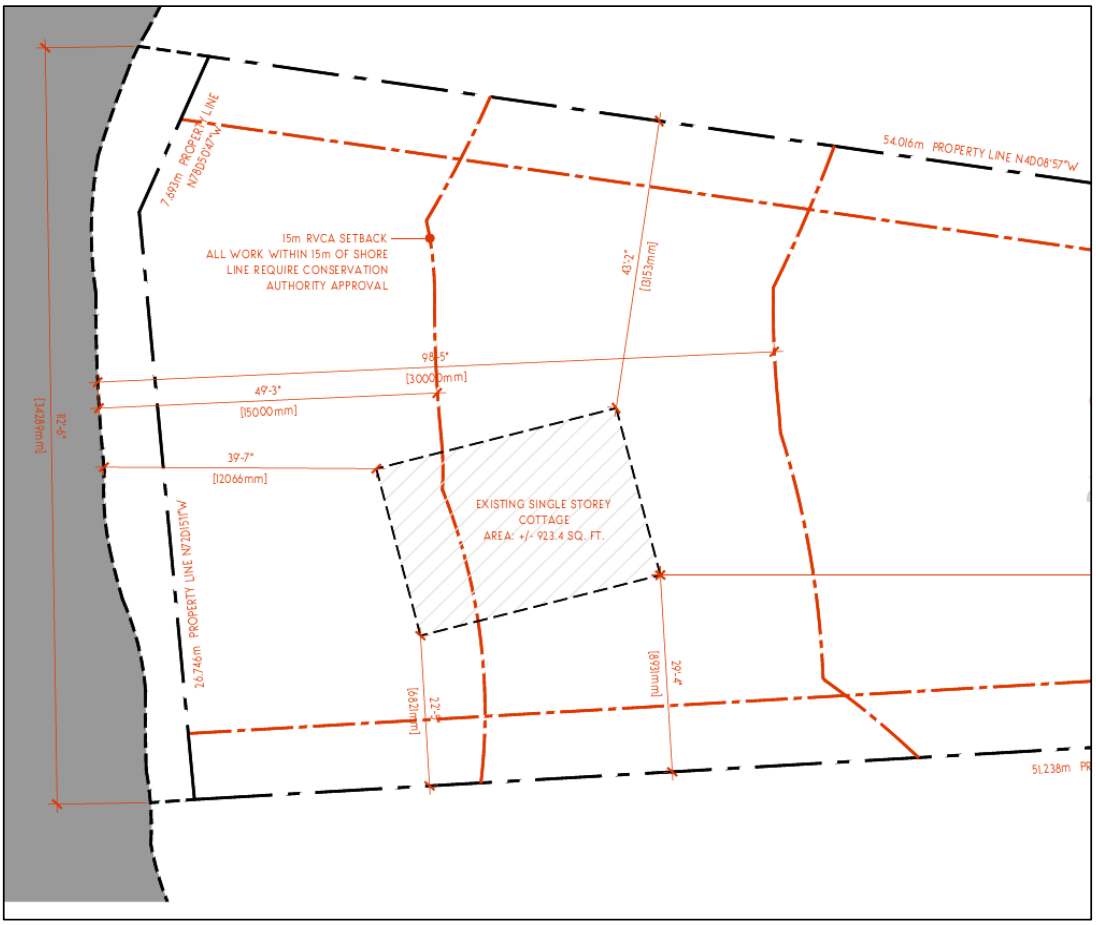


Figure 2: Sketch submitted with the application showing the existing cottage location and size.

Background Information

The subject property is an existing water access only property with frontage on Eagle Lake. Eagle Lake is provincially designated as an at-capacity lake trout lake. The Township's Official Plan contains policies specific to development in proximity to lake trout lakes, in addition to the general Waterfront Area policies. The sewage disposal system on any new lot must be located a minimum of 300 metres (984.5 feet) from the high-water mark of an at-capacity lake trout lake. Existing lots of record may be developed/redeveloped provided the sewage system can be a minimum of 30 metres (98.4 feet) from the high-water mark of the lake.

The sewage system proposed to service the enlarged dwelling will be located more than 30 metres (98.4 feet) from the high-water mark of Eagle Lake.

Information Category	Response
Official Plan designation	Rural Area and within the Waterfront District
Zoning	Waterfront Residential (RW)
Size (area) of subject property	0.21 hectares (0.51 acres)
Existing road frontage and access	Water access only
Waterfrontage	Approximately 34.3 metres (112.6 feet) on Eagle Lake
Natural heritage features	Eagle Lake (at-capacity lake trout lake)
Existing Development	Dwelling and septic system
Surrounding land uses	Developed waterfront residential lots along the shoreline of Eagle Lake with larger naturally vegetated parcels inland

The applicant provided a number of photos, including the following photos, of the existing cottage and the subject property along with the application.

Figure 3: Photo of the existing cottage facing east.

Figure 4: Photo of the rear of the existing cottage where the expanded footprint will be located.

Public Notice

Notice of the public meeting before the Committee of Adjustment was given in accordance with the requirements of the Planning Act. A notice was placed on the subject property and mailed to all property owners within 60 metres of subject property, 10 days in advance of the meeting.

Pre-application Consultation

The applicant consulted with Township and planning staff prior to the submission of this application.

Comments

Rideau Valley Conservation Authority (RVCA)

This application was circulated for review to Rideau Valley Conservation Authority. Comments dated August 28, 2025 indicated no objections to the application as submitted.

RVCA review did not reveal the presence of any Provincially Significant Wetlands (PSWs), or natural hazards such as mapped floodplains, marine clays or organic soils. Regarding Section 5.2 Natural Hazards section of the PPS 2024, RVCA staff have no concerns with the submitted application as there are no natural hazard features present or identified on the subject lands that would be impacted by the proposed works.

It was noted that because development is being proposed within the RVCA's regulated area (15 metres (49.2 feet) of a waterbody/watercourse) a permit will be required from RVCA prior to any development, including site alteration or demolition of the existing dwelling.

RVCA included the following recommendation for the reconstructed dwelling:

- Roof runoff should be collected and directed on-site and away from slopes into natural or constructed leaching pits and/or rain barrels to provide the greatest infiltration of surface runoff. Runoff should not outlet or be directed towards the lake. Other Low Impact Development (LID) techniques should be considered to address runoff from hardened surfaces (roofs, walkways, decks, driveways, etc).

Septic Approval Authority

This applicant has indicated that the enlarged dwelling will be serviced by a brand new Class 4 septic system, located approximately 45 metres (148 feet) from the high-water mark of Eagle Lake. Comments provided by licenced septic installer Peter Nedow of Nedow Construction Inc. (BCIN 16716) confirms that the location proposed is suitable for the installation of an appropriately sized septic system for the enlarged dwelling.

Public Comments

As of the writing of this report, no public comments had been received regarding this application.

Conformity and Consistency with Policy Planning Documents

An application for permission to expand a non-complying structure is required to be consistent with the Provincial Planning Statement, 2024 and conform to both the County

of Frontenac Official Plan and the Township of Central Frontenac Official Plan. It is the opinion of planning staff that the proposed change to the existing structure is consistent with and conforms to the planning policies of all these documents.

The key policies of each document that are applicable to the subject application are outlined in Appendix B of this report, and the policy issues are addressed in the planning analysis below.

Central Frontenac Zoning By-Law Number 2011-52

The subject property is an existing developed waterfront lot that is zoned Waterfront Residential (RW) in the Township of Central Frontenac Zoning By-Law Number 2011-52. The RW Zone permits single detached dwellings and a variety of low-impact accessory uses.

The RW zone permits a maximum lot coverage of 10 percent for a dwelling located within 60 metres of the high-water mark of a waterbody. The majority of the subject property is within 60 metres of Eagle Lake. The enlarged structure will have a total footprint of 119.17 square metres (1,282.7 square feet) which equals a lot coverage of 6.8 percent.

The existing dwelling on the property was constructed before the current Zoning By-law came into effect and are therefore considered to be non-complying uses. Section 4.28.4(b) of the Zoning By-law allows the renovation and/or reconstruction of existing non-complying buildings or structures provided the renovation and/or reconstruction does not increase the gross floor area. Since the application proposes to increase the gross floor area of the existing dwelling structure, approval is required under Section 45(2) of the Planning Act.

Planning Analysis and Considerations

This application was reviewed against the policies of the Provincial Planning Statement 2024, the County of Frontenac Official Plan, and the Township of Central Frontenac Official Plan. The analysis below summarizes all relevant policies by theme. A list of all land-use planning policies relevant to these applications are found in Appendix B of this report.

Waterfront and Rural Character

The proposed addition will not further encroach towards Eagle Lake than the existing dwelling and the scale of the enlarged dwelling is in keeping with the other water access only development along the shoreline of Eagle Lake and in the vicinity of the subject property.

The enlarged dwelling will not exceed the permitted lot coverage within 60 metres of the high-water mark of the lake and no shoreline vegetation removal is proposed as part of the construction of the addition.

Overall County planning staff are of the opinion that the proposed development will have no negative impact on the waterfront character of Eagle Lake.

Natural Heritage

The enlargement of the dwelling will not require any vegetation removal along the shoreline of Eagle Lake, and as seen in the site photos, above, there is limited existing vegetation where the added footprint is proposed.

As discussed above, the enlarged dwelling shall be serviced with a newly installed Class 4 septic system, located approximately 45 metres (148 feet) from the high-water mark of Eagle Lake. This new septic system and its proposed location will aid in protecting the water quality of Eagle Lake, especially important for designated at-capacity lake-trout lakes.

County planning staff do not anticipate any negative impact on the quality of the waterbody as a result of this application.

Natural and Human-Made Hazards

There were no human made hazards identified on the subject property. As noted in the Comments section above this application was reviewed by Rideau Valley Conservation Authority (RVCA) who indicated no objections to the application as submitted and no natural hazard concerns for the property.

Sewage Disposal System Services

As noted in the Comments section above, the enlarged dwelling shall be serviced with a newly installed Class 4 septic system, located approximately 45 metres (148 feet) from the high-water mark of Eagle Lake.

Minimum Distance Separation

No livestock facilities, aggregate extraction operations, or landfills were identified within the applicable screening areas surrounding the subject property.

Legal Non-Conforming Structures

In accordance with Section 45(2) of the *Planning Act*, the Committee of Adjustment may permit the enlargement or extension of an existing legal non-conforming building or structure, where the use of such building or structure does not conform with the provisions of the Zoning By-law but legally has been in continuous existence before and following the date the By-law was passed. No permission may be given by the Committee to enlarge or extend the building or structure beyond the original limits of the land where the legal non-conforming building or structure is situated.

In considering whether to grant a permission pursuant to Section 45(2), the relevant tests are:

Whether the application is desirable for appropriate development of the subject property.

County planning staff are of the opinion that this application is desirable for the appropriate development of the subject property. The proposed enlarged dwelling will not further encroach towards the high-water mark of Eagle Lake, and the added building footprint will be located in an area with limited existing vegetation. The enlarged dwelling will increase the functionality of the subject property for the owners. Additionally, the installation of a new Class 4 septic system located more than 30 metres from the high-water mark of Eagle Lake further aids in the protection of the water quality of the lake.

As the construction will not require the removal of any shoreline vegetation or cause the enlarged dwelling to exceed the permitted lot coverage, there are no negative impacts anticipated on the natural heritage features or the rural character of the waterfront area.

Whether the application will result in undue adverse impacts on the surrounding properties and neighbourhood.

County planning staff are of the opinion that the proposed enlarged dwelling will not result in any undue adverse impacts on the surrounding properties and neighbourhood. The enlarged structure is not anticipated to result in any loss of privacy or overlook to the abutting properties. The proposed development is in keeping with the existing character of water access development along the shoreline of Eagle Lake in the vicinity of the subject property and no negative impact is anticipated on the aesthetic or quality of the shoreline and waterbody.

Conclusion

Subject to any comments that may be received at the public meeting, it is recommended that the Committee of Adjustment approve application number APPN-2025-0039, subject to the conditions outlined in Appendix A of this report.

Attachments

Appendix A: Draft Conditions of Approval

Appendix B: Relevant Planning Policy and Legislation

Attachment 1 – Applicant Submitted Building Plans, prepared by Daymark Design Inc., dated June 23, 2025

Attachment 2 – APPN-2025-0039 Key Map

Appendix A: Draft Conditions of Approval

Note: Conditions are a decision of the Committee of Adjustment; the conditions below are recommended. The final approved conditions will be included in the signed decision.

Applicability

1. That permission is granted through application APPN-2025-0039 to:

    a. Construct a new single storey dwelling, with a maximum footprint of 119.17 square metres (1,282.7 square feet) and a minimum waterbody setback of 12.38 metres (40.6 feet) to the high-water mark of Eagle Lake.

2. This permission does not include zoning relief for any other existing or future structures on the property.

3. Application number APPN-2025-0028 is applicable only to the Township of Central Frontenac Zoning By-Law Number 2011-52, as amended, and not to any subsequent zoning by-laws.

No Adverse Impacts

4. The owner/applicant shall ensure that there are no adverse impacts on neighbouring properties as a result of the approved proposal, nor shall there be any increased runoff or grade changes to the property as a result of any excavation or downspout orientation.

5. Sediment control measures shall be implemented throughout the construction process, mainly the placement of a sediment barrier, such as staked straw bales, between exposed soil and the lake. The sediment barrier shall remain in place and in good working order until all disturbed areas have been stabilized and re-vegetated.

6. All excavated material and accumulated sediment along sediment control measures shall be disposed of more than 30 metres (98 feet) of the waterbody. Excess soil or fill shall not be placed in any low area and shall not interfere with any seasonal or permanent wetlands or watercourse.

7. Natural drainage patterns on the site shall not be substantially altered such that additional run-off is directed towards the lake, or onto neighboring properties. In order to achieve this, eaves troughing shall be installed on the additions and outlet away from the lake to a leach pit or well-vegetated area to maximize infiltration.

8. Roof runoff should be collected and directed on-site and away from slopes into natural or constructed leaching pits and/or rain barrels to provide the greatest infiltration of surface runoff. Runoff should not outlet or be directed towards the lake.

Building Permits

9. A building permit is required for all demolition and construction on the property. There shall be no additional development, or demolition of existing structures, on the property without approval from the Township of Central Frontenac.

10. The owner/applicant shall provide to the Building Department a copy of the decision of the Committee of Adjustment, together with a copy of any approved drawings. The drawings submitted with the building permit application must, in the opinion of the Township, conform to the general intent and description of any approved drawings, including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. Additional variances may be required should further zoning deficiencies be identified through the Building Permit application process.

Appendix B: Relevant Planning Policy and Legislation

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications “shall be consistent with” applicable provincial policy.

When assessing consent and minor variance applications on rural lands, planning authorities must comply with Sections 2.5 and 2.6 of the PPS, and apply the relevant policies of the following sections:

- Chapter 3: Infrastructure and Public Service Facilities of the PPS contains policies that direct the development of public and private infrastructure including transportation networks, sewage, water and stormwater services, waste management, and public spaces, recreation, parks, trails, and open spaces.
- Chapter 4: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural land, mineral and aggregate resources, and cultural heritage and archaeological resources for their economic, environmental and social benefits.
- Chapter 5: Protecting Public Health and Safety of the PPS contains policies intended to reduce the potential for public cost or risk to Ontario’s residents from natural or human-made hazards. Conservation Authorities have provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the PPS.

The following policies are applicable to this application:

- Permitted uses on rural lands include residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services; (Section 2.6.1.c).
- Development that can be sustained by rural service levels should be promoted (Section 2.6.2).
- Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure (Section 2.6.3).
- Conserving biodiversity and considering the ecological benefits provided by nature (Section 2.5.1.g).
- Supporting healthy, integrated and viable rural areas by building upon rural character and leveraging rural amenities and assets (Section 2.5.1.a).

- Individual on-site water and sewage services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts (Section 3.6.4).
- Natural features and areas shall be protected for the long term (Section 4.1.1).
- Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage and not create new or aggravate existing hazards (Section 5.1.1).

County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

The following policies are applicable to this application:

- Section 3.3, Rural Lands, provides policies for all lands outside of the settlement areas. The Plan recognizes that rural lands are used as an alternative location for those preferring a rural lifestyle. Low density residential development, as well as rural-related commercial, industrial, recreational and institutional development, is permitted.

- Section 3.3.3.4 Special Policies – Waterfront Areas provides policies that are intended to improve and protect waterfront areas as a significant cultural, recreational, economic and natural environmental resource and to maintain or enhance the quality of the land areas adjacent to the shore. Further, this section requires Township Official Plans to include criteria for determining an appropriate setback where an existing lot of record cannot achieve the minimum setback of 30 metres.

- Section 4.2, Servicing, includes policies for the use of private on-site water and sewage services, provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

- Section 7, Environmental Sustainability, sets out policies for environmental sustainability and the protection of the natural heritage system and the ecological functions it provides.

Township of Central Frontenac Official Plan (2021)

The property is designated as Rural Area and located within the identified Waterfront Area in the Township's Official Plan. Official Plan policies regarding Waterfront Area speak to the importance of maintaining the health of waterbodies throughout the

Township due to their crucial role in the overall ecosystem. Following guidance from Section 4.8 of the Official Plan, consideration may be given to development within the Waterfront Area designation provided that such proposals are consistent with policies that are intended to maintain: water quality objectives, highly sensitive lake trout lakes, moderately sensitive lake trout lakes, other lakes and waterbodies, and application of lake management tools and monitoring.

The following policies are applicable to this application:

- Residential development shall be adequately serviced with on-site water and sewage disposal services (Section 4.3.2.B).

- It is Council's intent that the water quality of all water bodies in the Municipality will be maintained at their present level or enhanced. Any new development must be considered in light of its effect of its impact on the environmental quality of any lake or river. (Section 4.8.1)

- To ensure that built form does not become concentrated or dominate the Waterfront to the detriment of natural form. (Section 4.8.5.B)

- To support redevelopment opportunities of waterfront properties while maintaining the character of the waterfront area. (Section 4.8.5.O)

- It is a policy of Council to protect and manage the identified wetlands as ecosystems which are important as habitat for a variety of plant and animal species, for water quality, flood control and water storage and recharge areas and for their value for passive recreation (Section 4.10.1.B).

- The tile fields on each new lot are set back at least 300 metres [984 feet] from the shoreline of the lake or such that the drainage from the tile fields would flow at least 300 metres [984 feet] into the lake (Section 4.8.8.A.i.)

TOWNSHIP OF CENTRAL FRONTENAC
COMMITTEE OF ADJUSTMENT

14216 Road 38, P.O. Box 89, Sharbot Lake, Ontario K0H 2P0
Telephone: 613-279-2935 **/ Fax:** 613-279-2422
www.centralfrontenac.com

APPLICATION TYPE **MINOR VARIANCE**
FILE # **APPN-2025-0042**
NAME **RODD / MILNE**

Township of
Central Frontenac
1084 Elizabeth Street, P.O. Box 89, Sharbot Lake, Ontario, K0H 2P0
Telephone: 613-279-2935 or 1-800-300-6851 (613 area code only) **Fax**: 613-279-2422
E-mail: planning@centralfrontenac.com

MINOR VARIANCE APPLICATION

1. APPLICANT INFORMATION

Name of Owners(s):	Name of Agent*: (see below)
MILNE DAVID JAMES, ROAD SHARON MARIE	
Address: [redacted] SHARBOT LAKE ONT	Address:
Home Phone Number: [redacted]	Home Phone Number:
Work Phone Number: N/A	Work Phone Number:
Cell/Alternate Phone Number: [redacted]	Cell/Alternate Phone Number:
Fax: N/A.	Fax:
Email Address: [redacted]	Email Address:

When an applicant has appointed an Agent to act in his/her behalf, all communication will be sent to the Agent, unless otherwise requested.

2. PROPERTY DESCRIPTION

2.1: Location and Description

Civic Address (911 Number and Road Name):	
1058B ANTOINE ROAD, SHARBOT LAKE ONT.	
Lot(s): 050 LOT 8 AT ROAD	Concession(s): CONCESSION 2 PT.
Registered Plan Number: ALLOWANCE PT 13R19073	Part Number(s): PART 2
Geographic Township (Former Township): SHARBOT LAKE CENTRAL FRONTENAC	

2.2: Site Characteristics

Average Depth (m):	Area (ha):
	.74 HA
Road/Water Frontage (m):	Other:
20.1 M / 91± M	
Adjacent Body of Water (if applicable):	
SHARBOT LAKE	

3. EXISTING DEVELOPMENT

If property is adjacent to water, the front lot line faces the water. If not, it faces the road.

	Structure #1	Structure #2	Structure #3	Structure #4
Type of Structure	COTTAGE	GARAGE	BUNKIE	SHED.
Setback to Front Lot Line (m)	10-12M	30.5M	10.5M.	57M ±
Setback to Rear Lot Line (m)	88M ±	68 ± M	92.5 M ±	56M ±
Setback to Side Lot Line (m)	7.1 M.	13.7M.	44M ±	18.3 M ±
Setback to Side Lot Line (m)	70 ± M	69 ± M	45M ±	18.3M
Height (m)	4.6M	5.3 M.	4.8M ±	4M
Building Footprint (m^2)	115.6 Sq. M.	.09M	8.9 SqM	16.5 Sq M
Year of Construction	2013	UNKNOWN 1995	2016	2018

4. EXSISTING USES

	Subject Property	Abutting Property to North	Abutting Property to East	Abutting Property to South	Abutting Property to West
Official Plan Designation	SEASONAL RECREATIONAL	N/A	SEASONAL Recreational	LAKE	SEASONAL Recreational
Zoning	DWELLING, SEASONAL	N/A	SEASONAL	LAKE	SEASONAL
Primary Use	SEASONAL	N/A.	SEASONAL	LAKE	SEASONAL

Is the property the subject of a current application for severance? Yes ☐ No ☑

If yes, please indicate Severance Application File No. _____

5. BY-LAW REQUIREMENTS

Please indicate zone requirements of the subject property

Requirements/Setbacks	Main Building	Accessory Buildings
Front Yard (waterfront) (m)	5.62 30m FROM SHORE	SAME 30m.
Front Yard (back lot) (m)	7m	8m.
Rear Yard (m)	7.5m	1m.
Side Yard (m)	3m	1m.
Maximum Building Height (m)	10m	6m.
Minimum Lot Coverage (%)	10%.	5%.

6. NATURE OF APPLICATION

a) Seeking relief from By-law # 2011-52 (Central Frontenac Zoning By-law) ☑	5.6.2
b) Section(s) pertaining to variance request ☐	5.6.2.

7. REASON FOR MINOR VARIANCE

It is not possible to comply with the provisions of the by-law because:

WE WISH TO ADD ON A 3 SEASON SCREENED IN PATIO TO OUR EXISTING SMALL 3 SEASON COTTAGE TO PROVIDE ADDITIONAL LIVING SPACE AND TO ENJOY BUG FREE COMFORT.

THIS ADDITION WILL PUT ONE CORNER OF THE COTTAGE AT THE SAME DISTANCE AS THE REST OF THE COTTAGE.

EXISTING 1 STOREY 3 SEASON COTTAGE IS 2 BEDROOM / 1 BATHROOM. ON CONCRETE SLAB.

THE SEPTIC SYSTEM WAS INSPECTED AND PASSED IN 2024.

THE PROPOSED ADDITION WILL NOT REQUIRE ANY FURTHER WATER OR SEWAGE LOAD.

8. PROPOSED DEVELOPMENT

Does the proposal involve the construction of one or more structures? Yes ☐ No ☐

- If proposal involves construction, please fill out the table below for each proposed structure (including septic systems), and indicate whether the structure is new or an addition
- *Removal of more than 50% of the walls of any structure constitutes new construction

	☐ New -or- ☐ Addition to	☐ New -or- ☐ Addition to	☐ New -or- ☐ Addition to	☐ New -or- ☐ Addition to
Main Use	ADDITIONAL LIVING SPACE			
Setback to Front Lot Line (m)	9m.			
Setback to Rear Lot Line (m)	N/A			
Setback to Side Lot Line (m)	NO CHANGE			
Setback to Side Lot Line (m)	NO CHANGE			
Height	2.2m			
New/Addition Footprint (m)	14.2 sq. M.			

Other Variances (if applicable):
If variance is being sought for a reason other than construction of a structure, please describe below. If more space is required, please use a separate sheet of paper.

9. PROPERTY SERVICING

Existing Services – Check all that apply

Water Supply		Sewage System		Road Access	
Drilled Well	☑	Class 2 (Greywater Pit)	☐	Municipal – Paved	☐
Dug Well	☐	Class 3 (Cesspool)	☐	Municipal – Gravel	☐
Cistern	☐	Class 4 (Leaching Bed)	☑	Municipal – Seasonal Maintenance	☐
Shore Well	☐	Class 5 (Holding Tank)	☐	Private Lane	☑
Lake Water	☐	Pit Privy (Outhouse)	☐	Water Access Only	☐
Other:	☐	Other:	☐	Other:	☐

Proposing Services – Check all that apply

Water Supply		Sewage System	
Drilled Well	☐	Class 2 (Greywater Pit)	☐
Dug Well	☐	Class 3 (Cesspool)	☐
Cistern	☐	Class 4 (Leaching Bed)	☐
Shore Well	☐	Class 5 (Holding Tank)	☐
Lake Water	☐	Pit Privy (Outhouse)	☐

Other Servicing or Proposed Development (if applicable)

If any other servicing or developments are proposed for the site that would impact this application, please describe below. If more space is required, please use a separate sheet of paper.

10. HISTORY OF THE PROPERTY

- Date subject property was acquired by current owner(s): 2008
- Have previous owners obtained a minor variance or zoning amendment for the subject property?

Yes ☑ No ☐ If yes, describe briefly and if possible, provide file numbers

Sept 16, 2009 A-5/09-05 See Attached Copy

11. SKETCH

The Minor Variance Application must be accompanied by a detailed survey or sketch, to scale, on a separate sheet of paper, which shows the following:

- Subject property with dimensions (in meters) – i.e. frontage, depth and area
- All buildings with dimensions (in meters) – i.e. dwellings, sheds, decks, pools, etc.
- Location of buildings in relation to lot lines and waterbodies (in meters)
- Location of well, septic, utilities, etc.
- Abutting properties including buildings and their uses
- Location of bodies of water – i.e. lakes, streams, wetlands, etc.
- In addition to the above, the approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application

Notes:

- All dimensions and measurements must be shown in **metric units**.
- Provide the sketch on a separate 8.5" x 11" (or larger) page.
- The sketch must be legible and suitable for reproduction.
- If necessary, the Committee of Adjustment may request that an Ontario Land Surveyor sign the sketch to secure its accuracy.

MINOR VARIANCE APPLICATION
A-5/09-OS

RE: An Application By: David Milne & Sharon Rodd – Pt. Lot 8, Conc. 2, Part 2 on Plan 13R19073 (1058B Antoine Road) – Oso District, Township of Central Frontenac

Purpose of Application: Reduction from the front yard requirement with shoreline frontage from 30 metres to 8 metres to allow for a couple of small additions to an existing cottage which is between 8 and 10 metres from the high water mark. The applicants are also looking for relief from the zoning by-law section 5.6.3 (i) dock size from 192 sq. ft. to 340 sq. ft. to erect a new dock.

TAKE NOTICE: That an application under the above-noted file number will be heard by the Committee of Adjustment on the date, and at the time and place shown below.

DATE: September 16, 2009
TIME: 6:00 p.m.

PLACE AND ADDRESS:
Community Hall, 1107 Garrett Street, Sharbot Lake, ON K0H 2P0

Comments regarding this application will be received by the undersigned up to September 14, 2009:
Cathy MacMunn, Planning Coordinator
Township of Central Frontenac, Box 89, Sharbot Lake, ON K0H 2P0
Telephone: 613-279-2935 x 222, Fax: 613-279-2422, email: planning@centralfrontenac.com

12. DIRECTIONS TO PROPERTY

In order to ensure that the persons required to conduct inspections for the purposes of this application can locate the subject property, please provide the clear directions, indicating which roads to use to access your property. If the site is by water access only, please indicate the closest public or commercial boat launch you use in order to reach the site and please be prepared to provide water transportation if requested.

COMING FROM SHARBOT LAKE ON HWY 38
TURN (LT) AT FIREHALL ONTO WAGNER ROAD
FOLLOW 1.5 KM TO 1ST CLEMENT
TURN (RT) ON ANTOINE ROAD. PRIVATE
DRIVE IS STRAIGHT FROM ANTOINE.

MAP OF PROPERTY LOCATION

15/07/2025, 10:53 Google Maps

13. AGREEMENT TO INDEMNIFY

The applicant hereby agrees to indemnify and save harmless The Corporation of the Township of Central Frontenac ("the Municipality") from all costs and expenses that the Municipality may incur in connection with the processing of the applicant's application for approval under the Planning Act.

Without limiting the foregoing, such costs and expenses will include all legal, engineering, planning, advertising and consulting fees and charges incurred or payable by the Municipality to process the application together with all costs and expenses arising from or incurred in connection with the Municipality being required, or requested by the applicant, to appear at the hearing of any appeal to the Ontario Municipal Board from any decision of the Council or Committee of Adjustments, as the case may be, approving the applicant's application.

The applicant acknowledges and agrees that if any amount owing to the Municipality in respect of the application is not paid when due, the Municipality will not be required to process or to continue processing the application, or to appear before the Ontario Municipal Board in support of a decision approving the application until the amount has been paid in full.

The applicant further acknowledges and agrees that any amount owing by the applicant to the Municipality is, when due, a debt of the applicant and the Municipality may, in addition to any other remedies available to it at law, recover the amount owing together with interest from the applicant by action

July 15, 2015
DATE

[redacted]
SIGNATURE OF OWNER

SHARON ROSS DAVE MILNE
OWNER'S NAME (PRINT)

14. PERMISSION TO ENTER PROPERTY

By completing the Declaration of Owner or Authorized Agent, I / we hereby acknowledge and authorize the members of the Township of Central Frontenac Committee of Adjustment and staff as well as any other government body or agency, to enter upon the lands subject to this application for the purpose of conducting a site inspection and agree that no discussion shall take place with the Committee members or staff during the site inspection.

[redacted]
INITIALS

[redacted]
INITIALS

15. AFFIDAVIT OR SWORN DECLARATION

I, David Mink make oath (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the Township (Type of Municipality) of Central Frontenac (Name) in the County (County/District/Region) of Frontenac (Name), this 21 day of July (Month), 2025 (Year).

Commissioner of Oaths

[redacted]
Applicant ☑ or Agent ☐

16. AGENT AUTHORIZATION (if applicable)

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that an appointed agent is authorized to make the application must be included or the authorization set out below must be completed.

I, _____, am the owner of the land that is the project of this Application and I authorize _____ to make this application on my behalf.

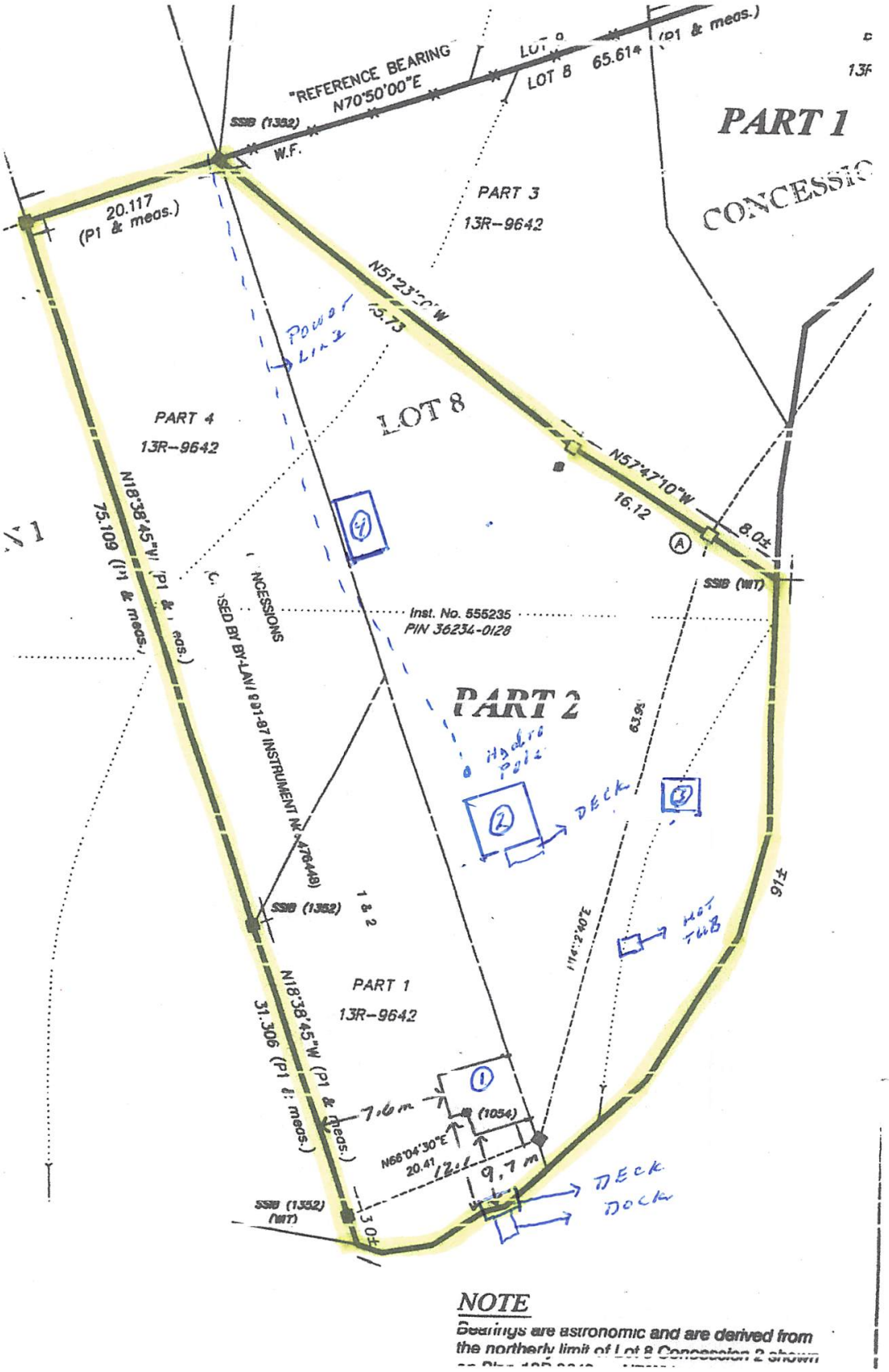
Owner's Signature

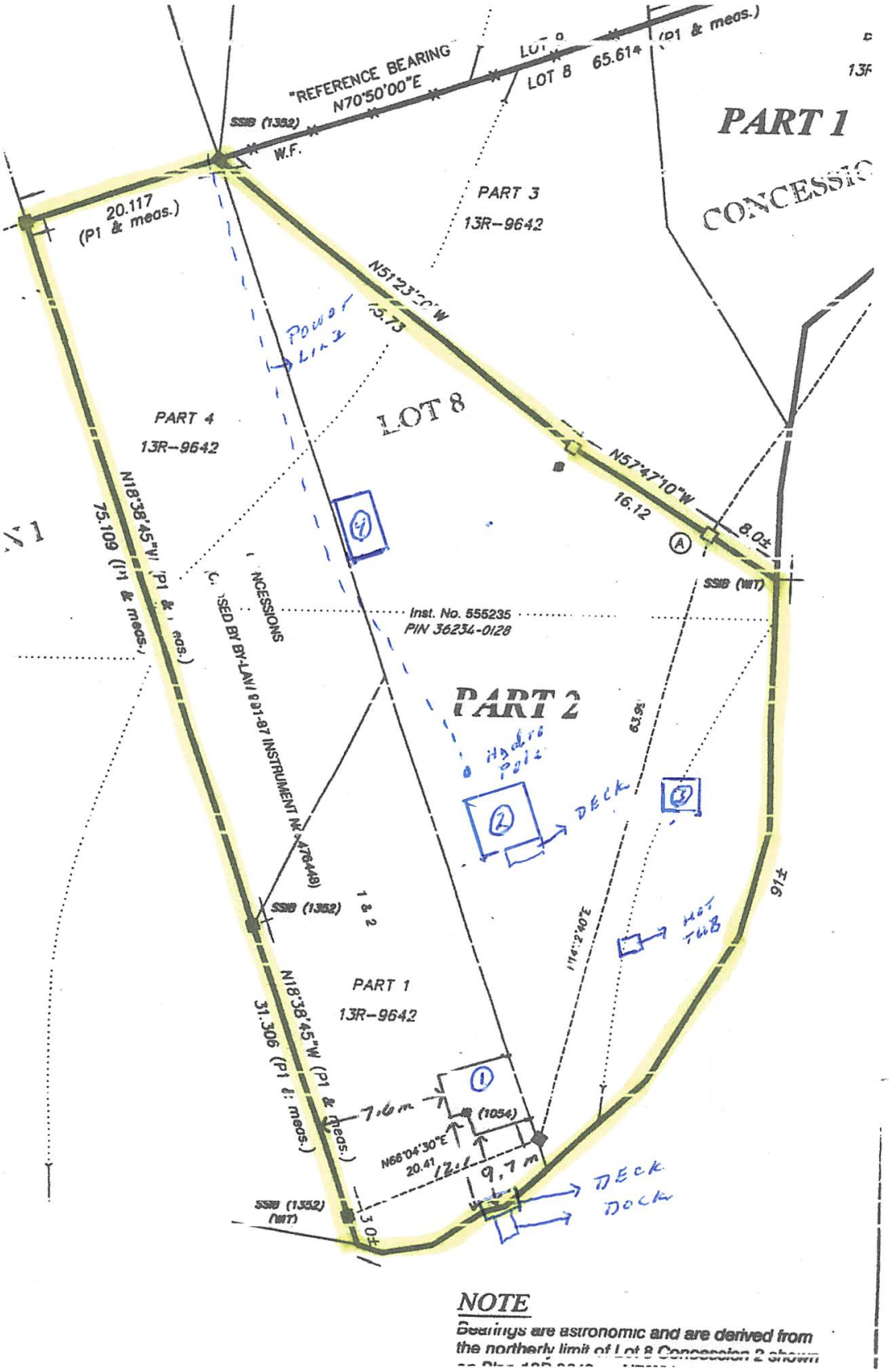
Date

Witness' Signature

Print Name of Witness

Abigail Frances McKinnon,
a Commissioner, etc.,
Province of Ontario, for
The Corporation of the Township
of Central Frontenac.
Expires July 8, 2028.


"REFERENCE BEARING N70°50'00"E
SSIB (1352)
W.F.
LOT 8
65.61±
(P1 & meas.)
PART 1
PART 3
13R-9642
20.117
(P1 & meas.)
N51°23'20"W
15.73
Power Line
PART 4
13R-9642
LOT 8
N57°47'10"W
16.12
8.0±
SSIB (WIT)
N18°38'45"W (P1 & meas.)
75.109 (P1 & meas.)
Inst. No. 555235
PIN 36234-0128
PART 2
Hydro Pole
DECK
63.9±
91±
HOT TUB
SSIB (1352)
1 & 2
PART 1
13R-9642
N18°38'45"W (P1 & meas.)
31.306 (P1 & meas.)
7.6m
(1054)
N66°04'30"E
20.41
12.1
9.7m
DECK
DOCK
SSIB (1352) (WIT)
3.0±
NOTE
Bearings are astronomic and are derived from the northerly limit of Lot 8 Concession 2 shown



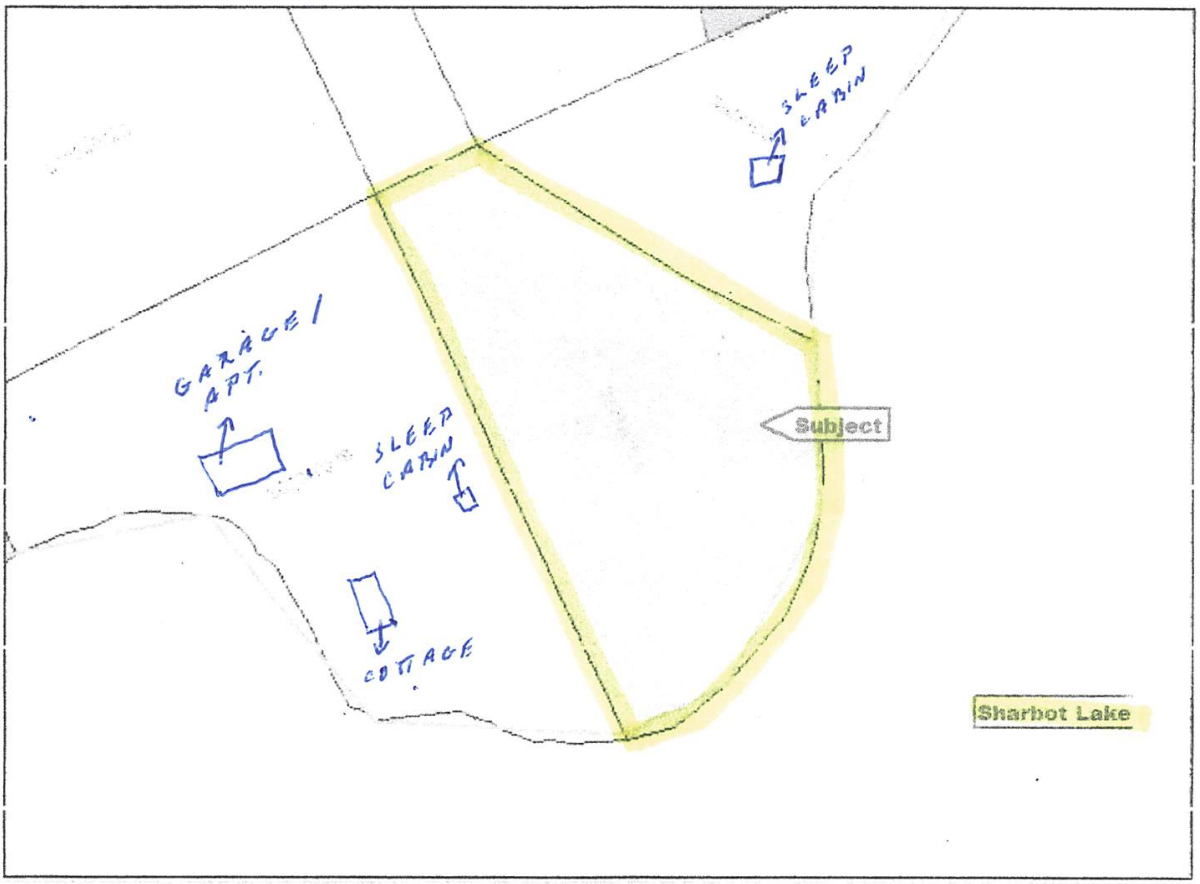
NOTE

Bearings are astronomic and are derived from the northerly limit of Lot 8 Concession 2 shown

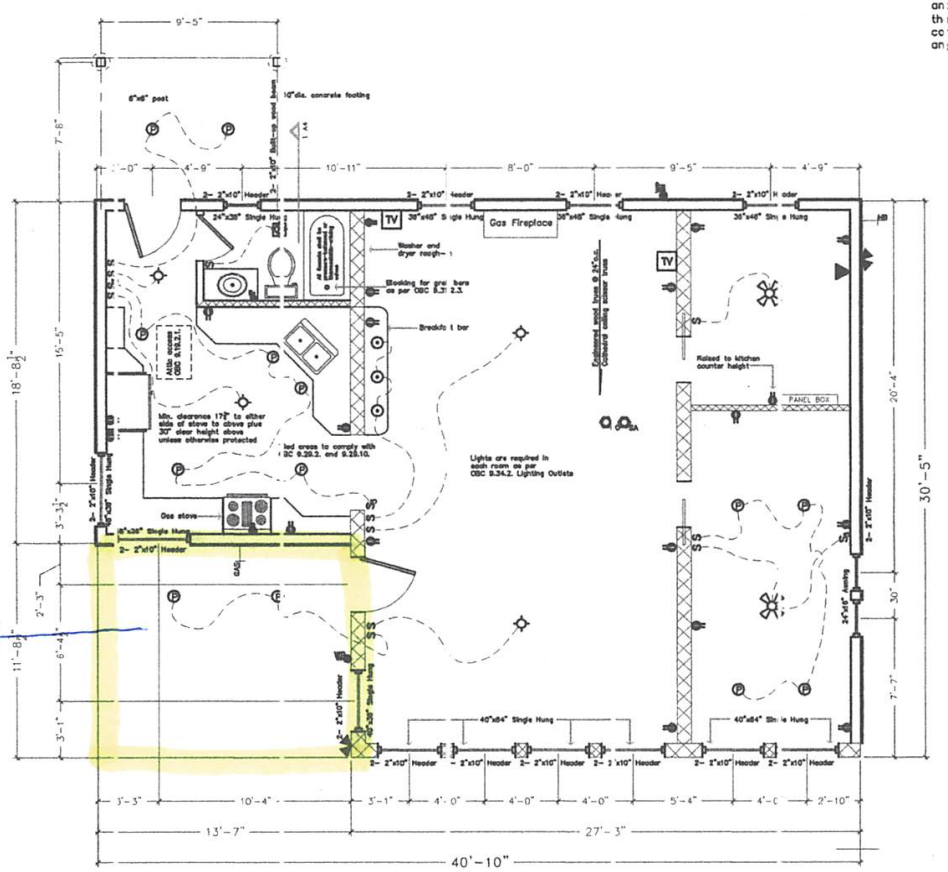
PLOT MAP

Borrower: Sharon/David Rodd/Milne	File No.: 08ME0081
Property Address: 1058 B Antoine Road	Case No.: 08ME0081
City: Sharbot Lake	Prov.: ON P.C.:
Lender: Sharon Rodd & David Milne	

ABUTTING PROPERTIES



REAR



1/A1 FLOOR PLAN
1/4" = 1'-0"

Proposed Addition

LAKE.

10:41 D' = 115.60 Am

Standard Note:
These drawings are designed in accordance with the Ontario Building Code

All dimensions and details are to be checked on site by general contractor and/or home owner for accuracy. These drawings form a basis for permit and construction and may not be exactly as shown. Any deviation from the plans will be the responsibility of the home owner and/or the general contractor. Please refer to the building department or the designer for any major structural or building code issues.

Attn: Building Official
I reviewed and take responsibility for the design activities, which bear this declaration and meet the requirements set out in the OBC as a registered designer. This drawing is considered preliminary and not for construction unless authorized by the designer for the building permit and dated within 30 days of the permit application.
Craig Leeman BCIN# 26206

ELECTRICAL LEGEND

- GAS = GAS CONNECTION
- = CEILING FAN
- = HANGING LIGHT
- HB = HOSE BIB
- = EXTERIOR RECEPTACLE
- = FLOODLIGHT
- TV = TELEVISION JACK
- P = RECESSED LIGHT
- = PHONE JACK
- = 220V Outlet
- CO = CARBON MONOXIDE
- SA = SMOKE ALARM
- = CEILING FIXTURE
- = EXTERIOR FIXTURE
- = RECEPTACLE
- F = EXHAUST FAN
- S = SINGLE SWITCH
- GFI = GROUND FAULT INTERRUPTER
- S_3 = THREE WAY SWITCH

1 DRAWN FOR PERMIT	
2	
LOT INFORMATION	
Plan 13R1 1073	
Lot 8 Con 2	
Organization	
CRAIG LEEMAN	
Complete Home Design	
3387 Scanlon Road, Harrowsmith	
(613) 376-1556	
craig_lek@hotmail.com	
BCIN# 21273	
PROJECT NAME	
PROPOSED RESIDENCE	
Sharon Todd & Dave Milne	
10568 Antoine Road	
Sharbot Lake, Central Frontenac	
DRAWING NAME	
FLOOR PLAN MAIN FLOOR	
SCALE	1/4" = 1'-0"
PLOT DATE	11/03/12
DRAWN BY BCIN	CRAIG LEEMAN 26206
	DRAWING No. A1

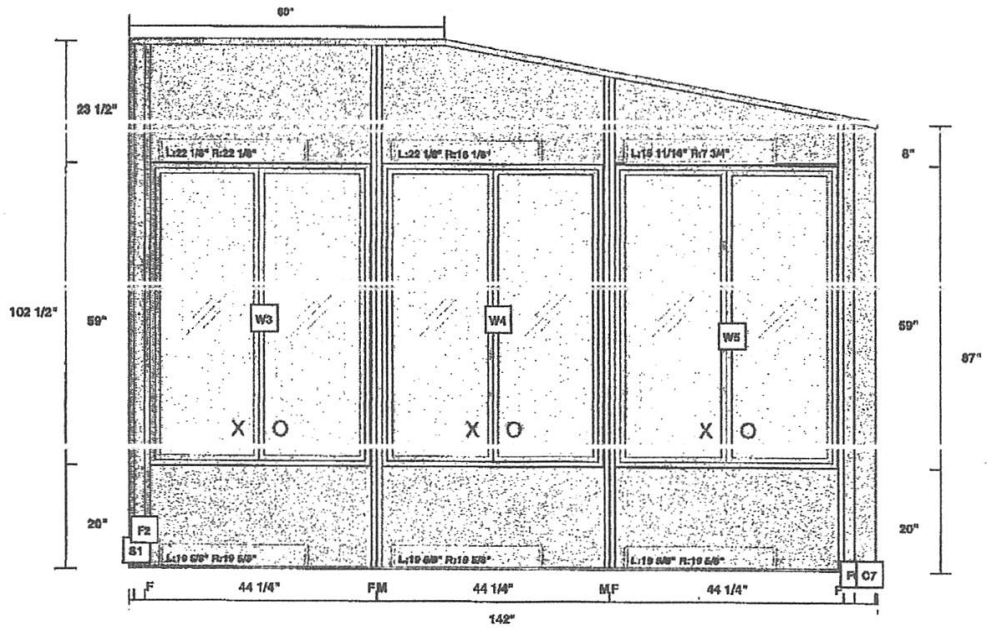
SUNSPACE SPECIFICATION SHEET

Customer: Burchell Glass Inc
Tag Name: SHARON BODD_117434

Date: Jul 04/2025
Page:1/2

Wall: Left		
Width: 142"	**Left Height:** 102 1/2"	**Right Height:** 87"
Pitch: 2.3/12 (10.70°)		

3.6m 2.6m. 2.2m.



S1:1"
W5:42 3/16"

F2:2"
F8:2 1/8"

W3:42 3/16"
C7:4 1/8"

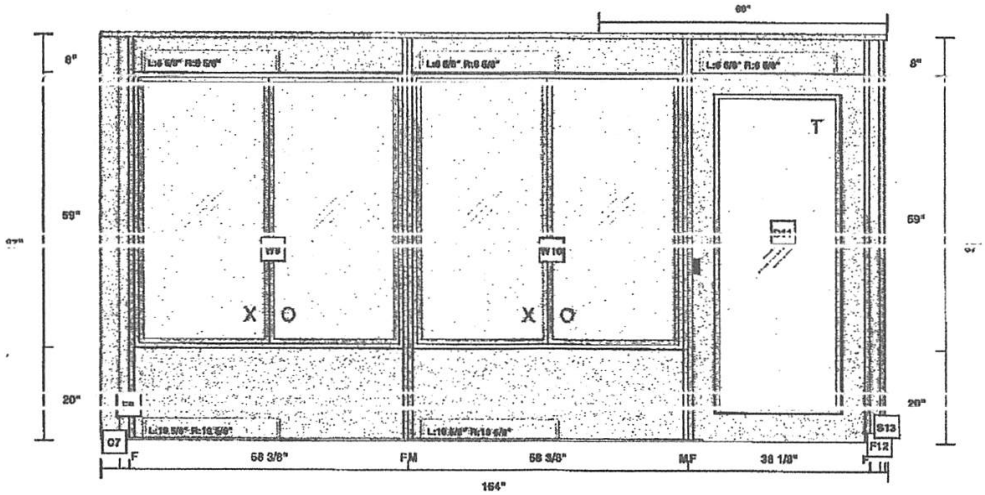
W4:42 3/16"

SUNSPACE SPECIFICATION SHEET

Customer: Burchell Glass Inc
Tag Name: SHARON RODD_117434

Date: Jul 04/2025
Page:2/2

Wall: Front		
Width: 164"	**Left Height:** 87"	**Right Height:** 87"
4.1 m	2.2 m	2.2 m



C7:4 1/8"
D11:36"

F8:2"
F12:2"

W9:56 5/16"
S13:1"

W10:56 5/16"

TOWNSHIP OF CENTRAL FRONTENAC

RODD-MILNE APPLICATION FOR MINOR VARIANCE (APPN-2025-0042)

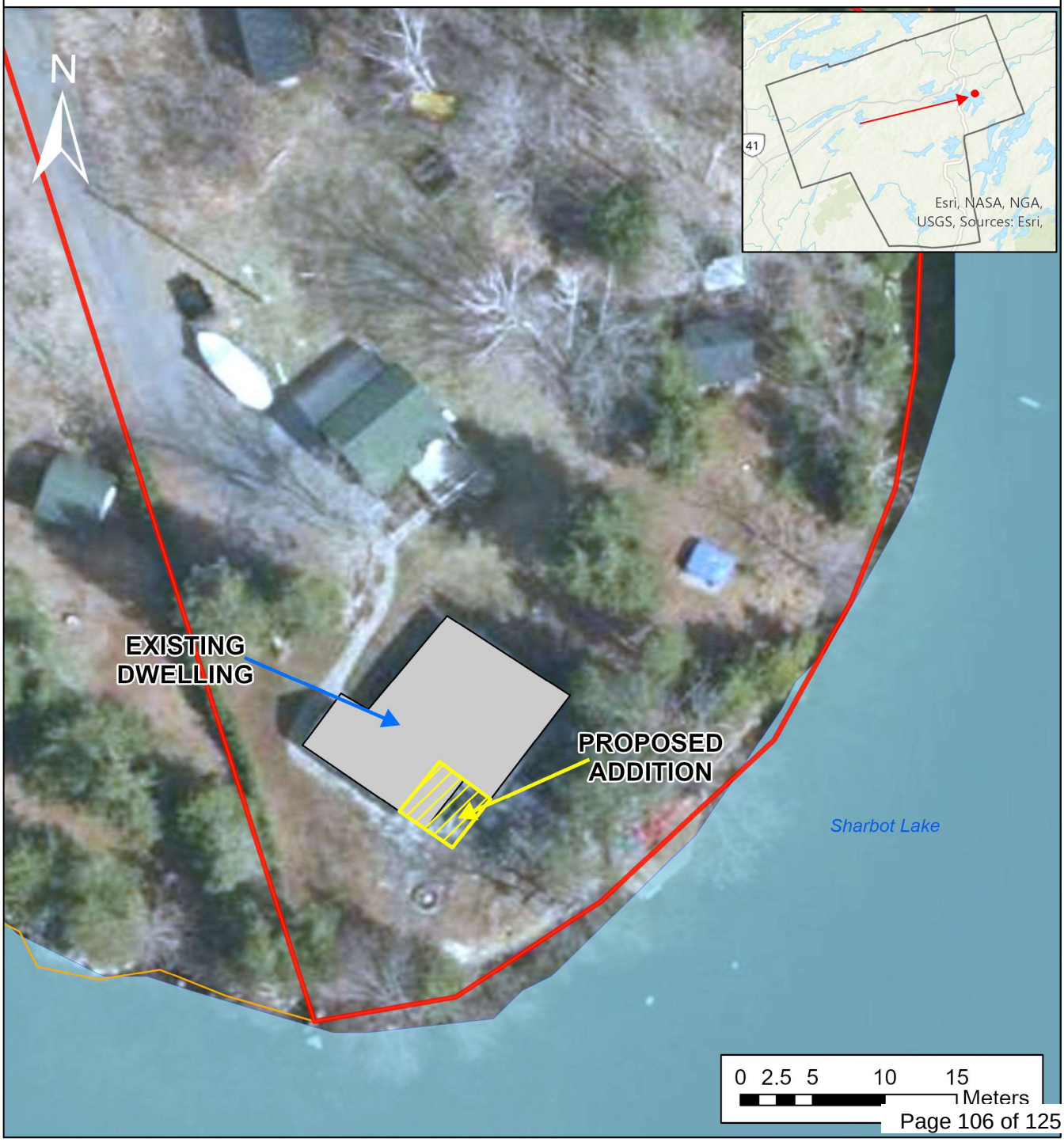
1058B ANTOINE ROAD

GEOGRAPHIC TOWNSHIP OF OSO

Produced by the County Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025. While the County makes every effort to insure that the information preser this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

TOWNSHIP OF CENTRAL FRONTENAC

APPLICATION FOR PERMISSION TO EXPAND AN
EXISTING LEGAL NON-COMPLYING DWELLING
APPN-2025-0042, 1058B ANTOINE ROAD
PART LOT 8, CONCESSION 2, GEOGRAPHIC TOWNSHIP OF OSO



25-CF-MV

August 28, 2025

Abigail McKinnon
Township of Central Frontenac
P.O. Box 89
Sharbot Lake, ON K0H 2P0

Dear Ms. McKinnon:

Re: Minor Variance Application #APPN-2025-0042
Lot 8, Con 2, Township of Central Frontenac (Oso)
1058B Antoine Rd
RODD & MILNE

Mississippi Valley Conservation Authority (MVCA) has been circulated the above noted application to conduct a review in terms of MVCA Regulations and Provincial Planning Policy for Natural Hazard issues. The scope of the natural hazards review includes flooding, erosion, wetlands, unstable slopes and unstable soils.

PROPOSAL
According to the notice, the *Minor Variance is to allow for 14.2 square meter (152.84 square foot) addition to an existing dwelling that is unable to meet the required waterbody set back of 30m.*

PROPERTY CHARACTERISTICS
The subject property has frontage on the East Basin of Sharbot Lake. We note the following observations while on site:

- (2) docks exist, occupying roughly 10 m of the shoreline. The second dock also appears to serve as a deck.
- An older boat launch, with a gravel base, exists on the west end of the shoreline.
- Roughly 30 m of the shoreline is limited or void of vegetation. This area includes the docks, boat launch, and other clearings.
- Erosion was evident on parts of the shoreline, specifically on the east side of the boat launch. Also, leaning trees which are a sign of soil instability, were observed along the shoreline.
- A drainage pipe outlets into the face of the shoreline, draining into the lake.

NATURAL HAZARDS REVIEW

The objective of MVCA's natural hazards review is to ensure that the control of *flooding* and *erosion* are not impacted by development. This includes impacts to wetlands, watercourses, slope stability, and unstable soils. For the subject property, the **lake** is relevant to MVCA's advisory review.

Waterbody

The subject property has frontage on Sharbot Lake. MVCA considers both direct and indirect impacts to waterbodies/watercourses, within the context of flooding and erosion. Impacts are not anticipated if minimum waterbody setback requirements (as stipulated by the municipality) are adhered to. If the minimum development setback cannot be met, as with the subject proposal, we generally recommend no further encroachment towards the waterbody, compared to the existing structure. However, if the minimum setback is not achieved, as with the subject proposal, we recommend the following:

- No further encroachment towards the waterbody, compared to the existing structure. For the subject proposal, the proposed addition is located on the waterside of the existing dwelling. While this is not ideal, the addition is of a limited size and results in the "squaring off" of the waterside of the dwelling.
- Mitigation measures:
    - *Vegetated Buffers*: Overland flow and surface runoff, wave and ice movement are commonly associated with shoreline erosion. To mitigate these effects, we recommend the retention/planting of vegetated buffers. Naturalized shorelines with deep rooted native vegetation provide erosion protection by binding the soil and absorbing excess water.
    - *Drainage Patterns:* Natural drainage patterns should not be substantially altered such that additional drainage is directed towards the waterbody. For example, drainage pipes outletting into the shoreline can lead to concentrated flow that results in a scouring effect of the shoreline, potentially creating gullies or channels that cause soil erosion.
    - *Erosion Control*: During construction, this is generally achieved by installing erosion control fencing between the work area and the waterbody. Post construction, the maintenance of a vegetated buffer is generally suitable as the first line of defense against shoreline erosion.

We note that Section 4.27 of the municipalities zoning by-law restricts shoreline clearing to a maximum of 25% of the shoreline frontage up to a maximum of 10 m. Based on our estimates and observations outlined above, shoreline clearing on the subject property exceeds the maximum permitted.

MVCA Ontario Regulation 41/24 (Regulatory)

Pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits,* written permission is required from MVCA prior to any alterations to the shoreline of the lake. This includes shoreline structures such as docks that exceed a surface area of 20 sqm and/or exceed a 2 m contact with the shoreline.

RECOMMENDATIONS & CONCLUSIONS

Provided the mitigation measures outlined below are adhered to, MVCA is of the opinion that these erosion control measures offset any potential impacts of the minor addition. Therefore, provided the following measures are adhered to, we do not have any objections to the subject application:

1. In accordance with the provisions of the relevant Municipal Zoning By-law, unvegetated sections of the shoreline that are not in compliance with the allowable clearing for water access, shall be planted to a minimum depth of 3m (measured from the shoreline towards the rear of the lot) with native plant species. This effort will help to mitigate the effects of erosion on the shoreline.

2. Natural drainage patterns on the site shall not be substantially altered such that additional drainage is directed towards the lake. The drainage pipe in the face of the shoreline shall be rerouted away from the lake to a leach pit or well vegetated area.

3. Erosion control measures shall be implemented throughout the construction process (mainly the placement of a sediment barrier such as staked straw bales between exposed soil and the lake). The barrier should remain in place until all disturbed areas have been re-vegetated.

NOTES

A review for Species at Risk was not conducted. We suggest contacting the Ministry of the Environment, Conservation and Parks should you require a review in this regard.

The applicant should be advised that, pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, written permission is required from MVCA prior to any alterations to the shoreline of the lake.

We advise consultation with Fisheries and Oceans Canada (DFO) Projects near water (dfo-mpo.gc.ca) prior to conducting any work within the lake, to assess potential impacts to fish habitat. Authorization from DFO may be required for such work.

Should any questions arise please do not hesitate to call. Please advise us of the Committee's decision in this matter.

Yours truly,

Diane Reid
Environmental Planner

Planning Report

To: Members of Committee of Adjustment

Prepared By: Jennie Kapusta, Community Planner, County of Frontenac

Reviewed By: Sonya Bolton, Manager of Community Planning, County of Frontenac

Re: Application for Permission to Expand a Legal Non-Complying Structure

Legal Description: Part Lot 8, Concession 2, Geographic Township of Oso

Address: 1058B Antoine Road

File Number: **APPN-2025-0042 (Rodd-Milne)**

Owner(s): David Milne, Sharon Rodd

Applicant: Same as Owners

Date of Meeting: October 14, 2025

Recommendation

Planning staff are recommending that the Committee of Adjustment for the Township of Central Frontenac receive comments from the public, and subject to any issues being raised at the public meeting, approve this application for permission to expand a legal non-complying structure, subject to the conditions outlined in Appendix A of this report.

Proposal

This application proposes to construct an addition to an existing legal non-complying structure. This addition will have an area of 14.2 square metres (152.8 square feet) and minimum waterbody setback of 9 metres (29.5 feet) from the high-water mark of Sharbot Lake. This addition will square off the footprint of the existing cottage and be constructed in an area currently being used as a paved patio. This addition will be a covered screen porch rather than interior living space.

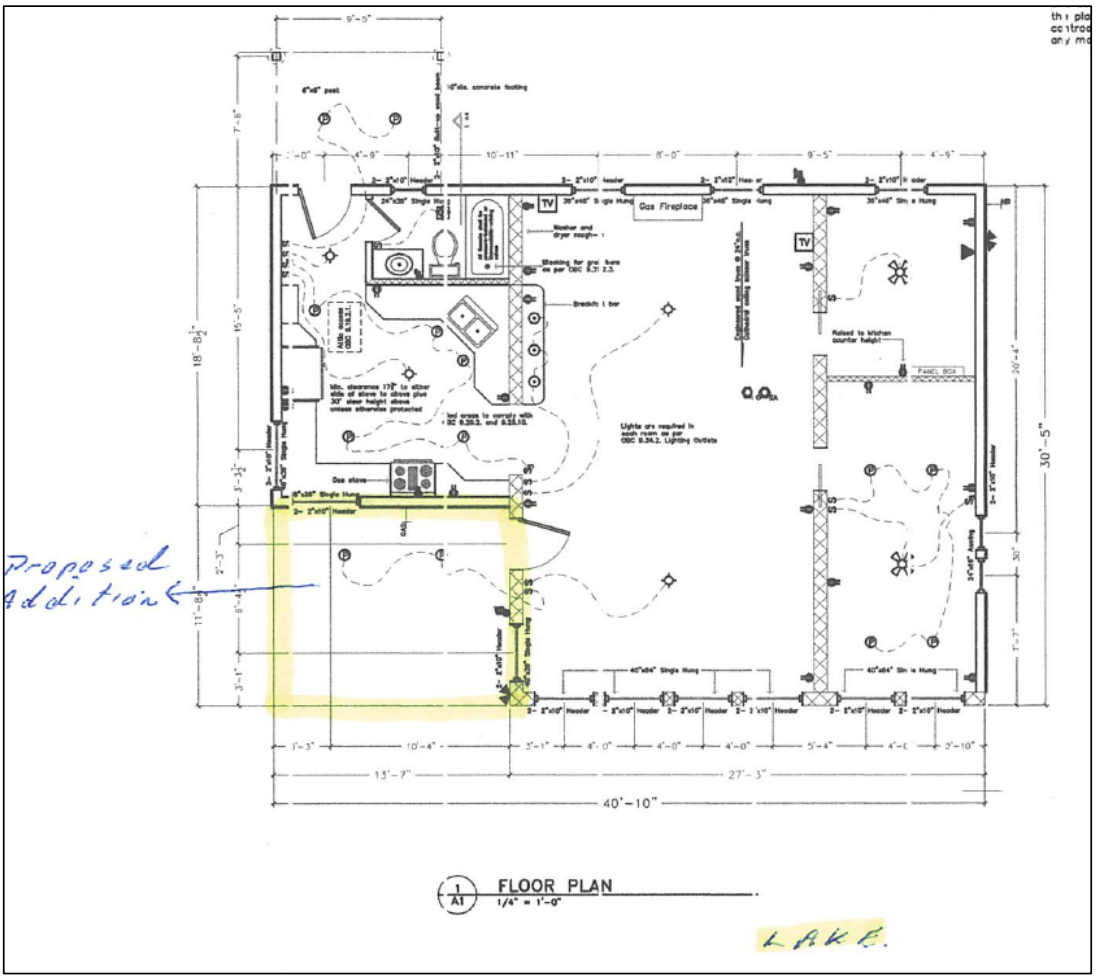


Figure 1: Sketch submitted with the application showing the existing dwelling, and the proposed addition area (outlined in yellow).

Existing Development

- The existing single-storey dwelling has a footprint of 115.6 square metres (1,244 square feet) and a minimum waterbody setback of 10 metres (32.8 feet) to the high-water mark of Sharbot Lake.

- Garage with a footprint of 46.5 square metres (500 square feet) and a waterbody setback of 30.5 metres (100 feet) from Sharbot Lake.

- Sleep cabin (bunkie) with a footprint of 8.9 square metres (95.8 square feet) and a waterbody setback of 10.5 metres (34.4 feet) from Sharbot Lake.

- Storage shed with a footprint of 16.5 square metres (177.6 square feet) and a waterbody setback of 57 metres (187 feet) from Sharbot Lake.

Figure 2: Photo taken by staff showing the area proposed for the addition (shown with red outline).

Background Information

Information Category	Response
Official Plan designation	Rural Area and within the Waterfront District
Zoning	Waterfront Residential (RW)
Size (area) of subject property	0.48 hectares (1.18 acres)
Existing road frontage and access	Accessed by Antoine Road
Waterfrontage	Approximately 90 metres (295 feet) on Sharbot Lake
Natural heritage features	Sharbot Lake (East Basin)

Information Category	Response
Existing Development	Dwelling, accessory structures, and septic system
Surrounding land uses	Developed waterfront residential lots along the shoreline of Sharbot Lake with larger naturally vegetated parcels inland

Public Notice

Notice of the public meeting before the Committee of Adjustment was given in accordance with the requirements of the Planning Act. A notice was placed on the subject property and mailed to all property owners within 60 metres of subject property, 10 days in advance of the meeting.

Pre-application Consultation

The applicant consulted with Township and planning staff prior to the submission of this application.

Comments

Mississippi Valley Conservation Authority (MVCA)

This application was circulated for review to Mississippi Valley Conservation Authority. Comments dated August 28, 2025 indicated no objections to the application as submitted, provided the following erosion control mitigation measures are followed:

- In accordance with the provisions of the relevant Municipal Zoning By-law, unvegetated sections of the shoreline that are not in compliance with the allowable clearing for water access, shall be planted to a minimum depth of 3m (measured from the shoreline towards the rear of the lot) with native plant species. This effort will help to mitigate the effects of erosion on the shoreline.

- Natural drainage patterns on the site shall not be substantially altered such that additional drainage is directed towards the lake. The drainage pipe in the face of the shoreline shall be rerouted away from the lake to a leach pit or well vegetated area.

- Erosion control measures shall be implemented throughout the construction process (mainly the placement of a sediment barrier such as staked straw bales between exposed soil and the lake). The barrier should remain in place until all disturbed areas have been re-vegetated.

It was noted that written permission would be required from MVCA prior to any alterations to the shoreline of Sharbot Lake. This would include shoreline structures such as docks that exceed a surface area of 20 square metres (215.3 square feet) and/or exceed a 2 metre (6.5 foot) contact with the shoreline.

Septic Approval Authority

This application was circulated for review by the Township Building Department. It was determined that this proposal does not require a septic performance review as there is no increase in interior living space proposed, and no enlargement of footprint that would encroach towards the existing on-site services.

Public Comments

As of the writing of this report, no public comments had been received regarding this application.

Conformity and Consistency with Policy Planning Documents

An application for permission to expand a non-complying structure is required to be consistent with the Provincial Planning Statement, 2024 and conform to both the County of Frontenac Official Plan and the Township of Central Frontenac Official Plan. It is the opinion of planning staff that the proposed change to the existing structure is consistent with and conforms to the planning policies of all these documents.

The key policies of each document that are applicable to the subject application are outlined in Appendix B of this report, and the policy issues are addressed in the planning analysis below.

Central Frontenac Zoning By-Law Number 2011-52

The subject property is an existing developed waterfront lot that is zoned Waterfront Residential (RW) in the Township of Central Frontenac Zoning By-Law Number 2011-52. The RW Zone permits single detached dwellings and a variety of low-impact accessory uses.

The RW zone permits a maximum lot coverage of 10 percent for a dwelling located within 60 metres of the high-water mark of a waterbody. The majority of the subject property is within 60 metres of Sharbot Lake. The enlarged structure will have a total footprint of 129.8 square metres (1,396.8 square feet) which equals a lot coverage of 3.3 percent.

The existing dwelling on the property was constructed before the current Zoning By-law came into effect and are therefore considered to be non-complying uses. Section 4.28.4(b) of the Zoning By-law allows the renovation and/or reconstruction of existing non-complying buildings or structures provided the renovation and/or reconstruction does not increase the gross floor area. Since the application proposes to increase the gross floor area of the existing dwelling structure, approval is required under Section 45(2) of the Planning Act.

Planning Analysis and Considerations

This application was reviewed against the policies of the Provincial Planning Statement 2024, the County of Frontenac Official Plan, and the Township of Central Frontenac Official Plan. The analysis below summarizes all relevant policies by theme. A list of all land-use planning policies relevant to these applications are found in Appendix B of this report.

Waterfront and Rural Character

The proposed addition will encroach slightly more towards the lake than the existing dwelling due to the shape of the shoreline. The scale of the enlarged dwelling is in keeping with the other residential development along the shoreline of Sharbot Lake and in the vicinity of the subject property.

The enlarged dwelling will not exceed the permitted lot coverage within 60 metres of the high-water mark of the lake and no shoreline vegetation removal is proposed as part of the construction of the addition.

Overall County planning staff are of the opinion that the proposed development will have no negative impact on the waterfront character of Sharbot Lake.

Natural Heritage

The enlargement of the dwelling will not require any vegetation removal along the shoreline of Sharbot Lake (East Basin), and as seen in the site photo, above, the addition is proposed in an area that has no existing vegetation and is in use as a stone patio and BBQ area.

As discussed above, this addition will not increase the amount of interior living space and will not require any alterations to the existing on-site services.

County planning staff do not anticipate any negative impact on the quality of the waterbody as a result of this application.

Natural and Human-Made Hazards

There were no human made hazards identified on the subject property. As noted in the Comments section above this application was reviewed by Mississippi Valley Conservation Authority (MVCA) who indicated no objections to the application as submitted and no natural hazard concerns for the property.

Sewage Disposal System Services

As noted in the Comments section above, the enlarged dwelling will not require any alterations to the existing on-site services.

Minimum Distance Separation

No livestock facilities, aggregate extraction operations, or landfills were identified within the applicable screening areas surrounding the subject property.

Legal Non-Conforming Structures

In accordance with Section 45(2) of the *Planning Act*, the Committee of Adjustment may permit the enlargement or extension of an existing legal non-conforming building or structure, where the use of such building or structure does not conform with the provisions of the Zoning By-law but legally has been in continuous existence before and following the date the By-law was passed. No permission may be given by the Committee to enlarge or extend the building or structure beyond the original limits of the land where the legal non-conforming building or structure is situated.

In considering whether to grant a permission pursuant to Section 45(2), the relevant tests are:

Whether the application is desirable for appropriate development of the subject property.

County planning staff are of the opinion that this application is desirable for the appropriate development of the subject property. The proposed enlarged dwelling will get 1 metre (3.3 feet) closer to the shoreline than the existing dwelling. This is due to the shape of the shoreline along the frontage of the property and the cottage being located near the tip of a peninsula which extends into the lake. This area is already developed as a stone patio (see Figure 2, above) so there will be no removal of any vegetation required to accommodate the added footprint.

As the construction will not require the removal of any shoreline vegetation or cause the enlarged dwelling to exceed the permitted lot coverage, there are no negative impacts anticipated on the natural heritage features or the rural character of the waterfront area.

Whether the application will result in undue adverse impacts on the surrounding properties and neighbourhood.

County planning staff are of the opinion that the proposed enlarged dwelling will not result in any undue adverse impacts on the surrounding properties and neighbourhood. The enlarged structure is not anticipated to result in any loss of privacy or overlook to the abutting properties. The proposed development is in keeping with the existing character of water access development along the shoreline of Sharbot Lake (East Basin) in the vicinity of the subject property and no negative impact is anticipated on the aesthetic or quality of the shoreline and waterbody.

Conclusion

Subject to any comments that may be received at the public meeting, it is recommended that the Committee of Adjustment approve application number APPN-2025-0042, subject to the conditions outlined in Appendix A of this report.

Attachments

Appendix A: Draft Conditions of Approval

Appendix B: Relevant Planning Policy and Legislation

Attachment 1 – APPN-2025-0042 Key Map

Appendix A: Draft Conditions of Approval

Note: Conditions are a decision of the Committee of Adjustment; the conditions below are recommended. The final approved conditions will be included in the signed decision.

Applicability

1. That permission is granted through application APPN-2025-0042 to:

    a. Construct an addition to the existing dwelling located at 1058B Antoine Road. This addition shall have a maximum area of 14.2 square metres (152.8 square feet) and minimum waterbody setback of 9 metres (29.5 feet) from the high-water mark of Sharbot Lake (East Basin). This addition shall be located at the southwest corner of the existing dwelling and shall be a covered screen porch.

2. This permission does not include zoning relief for any other existing or future structures on the property.

3. Application number APPN-2025-0042 is applicable only to the Township of Central Frontenac Zoning By-Law Number 2011-52, as amended, and not to any subsequent zoning by-laws.

No Adverse Impacts

4. The owner/applicant shall ensure that there are no adverse impacts on neighbouring properties as a result of the approved proposal, nor shall there be any increased runoff or grade changes to the property as a result of any excavation or downspout orientation.

5. Sediment control measures shall be implemented throughout the construction process, mainly the placement of a sediment barrier, such as staked straw bales, between exposed soil and the lake. The sediment barrier shall remain in place and in good working order until all disturbed areas have been stabilized and re-vegetated.

6. All excavated material and accumulated sediment along sediment control measures shall be disposed of more than 30 metres (98 feet) of the waterbody. Excess soil or fill shall not be placed in any low area and shall not interfere with any seasonal or permanent wetlands or watercourse.

7. Natural drainage patterns on the site shall not be substantially altered such that additional run-off is directed towards the lake, or onto neighboring properties. In order to achieve this, eaves troughing shall be installed on the additions and outlet away from the lake to a leach pit or well-vegetated area to maximize infiltration.

Building Permits

8. A building permit is required for all demolition and construction on the property. There shall be no additional development, or demolition of existing structures, on the property without approval from the Township of Central Frontenac.

9. The owner/applicant shall provide to the Building Department a copy of the decision of the Committee of Adjustment, together with a copy of any approved drawings. The drawings submitted with the building permit application must, in the opinion of the Township, conform to the general intent and description of any approved drawings, including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. Additional variances may be required should further zoning deficiencies be identified through the Building Permit application process.

Appendix B: Relevant Planning Policy and Legislation

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications “shall be consistent with” applicable provincial policy.

When assessing consent and minor variance applications on rural lands, planning authorities must comply with Sections 2.5 and 2.6 of the PPS, and apply the relevant policies of the following sections:

- Chapter 3: Infrastructure and Public Service Facilities of the PPS contains policies that direct the development of public and private infrastructure including transportation networks, sewage, water and stormwater services, waste management, and public spaces, recreation, parks, trails, and open spaces.
- Chapter 4: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural land, mineral and aggregate resources, and cultural heritage and archaeological resources for their economic, environmental and social benefits.
- Chapter 5: Protecting Public Health and Safety of the PPS contains policies intended to reduce the potential for public cost or risk to Ontario’s residents from natural or human-made hazards. Conservation Authorities have provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the PPS.

The following policies are applicable to this application:

- Permitted uses on rural lands include residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services; (Section 2.6.1.c).
- Development that can be sustained by rural service levels should be promoted (Section 2.6.2).
- Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure (Section 2.6.3).
- Conserving biodiversity and considering the ecological benefits provided by nature (Section 2.5.1.g).
- Supporting healthy, integrated and viable rural areas by building upon rural character and leveraging rural amenities and assets (Section 2.5.1.a).

- Individual on-site water and sewage services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts (Section 3.6.4).
- Natural features and areas shall be protected for the long term (Section 4.1.1).
- Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage and not create new or aggravate existing hazards (Section 5.1.1).

County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

The following policies are applicable to this application:

- Section 3.3, Rural Lands, provides policies for all lands outside of the settlement areas. The Plan recognizes that rural lands are used as an alternative location for those preferring a rural lifestyle. Low density residential development, as well as rural-related commercial, industrial, recreational and institutional development, is permitted.

- Section 3.3.3.4 Special Policies – Waterfront Areas provides policies that are intended to improve and protect waterfront areas as a significant cultural, recreational, economic and natural environmental resource and to maintain or enhance the quality of the land areas adjacent to the shore. Further, this section requires Township Official Plans to include criteria for determining an appropriate setback where an existing lot of record cannot achieve the minimum setback of 30 metres.

- Section 4.2, Servicing, includes policies for the use of private on-site water and sewage services, provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

- Section 7, Environmental Sustainability, sets out policies for environmental sustainability and the protection of the natural heritage system and the ecological functions it provides.

Township of Central Frontenac Official Plan (2021)

The property is designated as Rural Area and located within the identified Waterfront Area in the Township's Official Plan. Official Plan policies regarding Waterfront Area speak to the importance of maintaining the health of waterbodies throughout the

Township due to their crucial role in the overall ecosystem. Following guidance from Section 4.8 of the Official Plan, consideration may be given to development within the Waterfront Area designation provided that such proposals are consistent with policies that are intended to maintain: water quality objectives, highly sensitive lake trout lakes, moderately sensitive lake trout lakes, other lakes and waterbodies, and application of lake management tools and monitoring.

The following policies are applicable to this application:

- Residential development shall be adequately serviced with on-site water and sewage disposal services (Section 4.3.2.B).

- It is Council's intent that the water quality of all water bodies in the Municipality will be maintained at their present level or enhanced. Any new development must be considered in light of its effect of its impact on the environmental quality of any lake or river. (Section 4.8.1)

- To ensure that built form does not become concentrated or dominate the Waterfront to the detriment of natural form. (Section 4.8.5.B)

- To support redevelopment opportunities of waterfront properties while maintaining the character of the waterfront area. (Section 4.8.5.O)

- It is a policy of Council to protect and manage the identified wetlands as ecosystems which are important as habitat for a variety of plant and animal species, for water quality, flood control and water storage and recharge areas and for their value for passive recreation (Section 4.10.1.B).

PHOTOS TAKEN FROM SITE 2025-08-26

PHOTOS TAKEN FROM SITE 2025-08-26