



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

Tuesday, November 25, 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 November 25, 2025
THAT the agenda of November 25, 2025 be adopted as presented [amended].

3. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF




4. APPROVAL OF MINUTES

- a. Minutes of November 11, 2025 4 - 8
[November 11, 2025 - Minutes -Draft.docx](#) 
THAT the minutes of November 11, 2025 be adopted as presented [amended].

5. DEFERRED ITEMS


6. APPLICATIONS FOR CONSENT

7. APPLICATIONS FOR MINOR VARIANCE

- a. APPN-2025-0024 - VAN DRUNEN 9 - 73
[APPN-2025-0024 - Application](#) 
[APPN-2025-0024 - Sketch](#) 
[APPN-2025-0024 - Sketch \(Revised Nov 3, 2025\)](#) 

[APPN-2025-0024 - Sketch \(Revised Nov 4, 2025\)](#) 

[APPN-2025-0024 - Sketch \(Revised Nov 17, 2025\)](#) 

[APPN-2025-0024 - Map](#) 

[APPN-2025-0024 - Conservaiton Comments](#) 

[APPN-2025-0024 - Planning Report](#) 

[APPN-2025-0024 - Photos from Site](#) 

THAT Minor Variance application APPN-2025-0024 Van Drunen for Concession 8, Part Lot 17, Geographic Township of Hinchinbrooke, Township of Central Frontenac, 1365 4th Lake Road, be approved to allow for the construction of a 41 square metre(441 square feet) addition to an existing cottage and an addition to the lower deck of 3.36 square metres (36.2 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.

b. APPN-2025-0051 - LOCKE

74 - 115

[APPN-2025-0051 - Application](#) 

[APPN-2025-0051 - Sketch](#) 

[APPN-2025-0051 - Map](#) 

[APPN-2025-0051 - Conservaiton Comments](#) 

[APPN-2025-0051 - Planning Report](#) 

[APPN-2025-0051 - Photos from Site](#) 

THAT Minor Variance application APPN-2025-0051 Locke for PLAN 1608 BLK T PT LOT 25 40;RP 13R6514 PART 3 KENNEBEC;LAKE, GEOGRAPHIC TOWNSHIP OF KENNEBEC, 1290 BLUE HERON RIDGE, TOWSHIP OF CENTRAL FRONTENAC., be approved to allow for the construction of a 21.9 square metre (235.7 square feet) screened porch addition

to an existing 71.3 square metre (767.47 square feet) cottage. The addition will not further encroach on the waterbody setback of 30m.

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 December 9, 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, November 11, 2025 at 5:00 PM
Council Chambers, 14216 Road 38, Sharbot
Lake, ON

Roll Call

Members: Nicki Gowdy, Duncan McGregor, and Lynn Klages

Regrets: Cathy MacMunn, Frances Smith, Susan Irwin, Dan Meeks, Phillip Smith, Bill Everett, and Cindy Kelsey.

Staff in Attendance: Abigail McKinnon, Secretary Treasurer, Planning Services Assistant, Chris Nelson, Community Services Coordinator, and Jennie Kapusta, Community Planner – County of Frontenac

Public in Attendance: Danielle Kecso, Jodi Marshall, Todd Marshall, Jennifer Owens (online).

1. CALL TO ORDER

- a. Acting Chair

Motion #: 46-2025 Moved by: Nicki Gowdy

Seconded by: Duncan McGregor

THAT Lynn Klages act as chair for the meeting held
November 11, 2025.

Carried

2. APPROVAL OF AGENDA

- a. Agenda of 11 Nov 2025

Motion #: 47-2025 *Moved by:* Nicki Gowdy

Seconded by: Duncan McGregor

THAT the agenda of November 11, 2025, be adopted as
presented.

Carried

3. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

4. APPROVAL OF MINUTES

- a. Minutes of 11 Nov 2025

Motion #: 48-2025 *Moved by:* Duncan McGregor

Seconded by: Nicki Gowdy

THAT the minutes of October 14, 2025, be adopted as presented.

Carried

5. DEFERRED ITEMS

6. APPLICATIONS FOR CONSENT

7. APPLICATIONS FOR MINOR VARIANCE

- a. APPN-2025-0037 – CRUMP

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

No questions or comments were raised by Committee members, the applicant or their agent, or any member of the public.

The following motion was carried unanimously.

Motion #: 49-2025 *Moved by:* Nicki Gowdy

Seconded by: Duncan McGregor

THAT Minor Variance application APPN-2025-0037 Crump for Concession 1, Part Lot 11 & 12, Geographic Township of Oso 1014A Brewer Road, Township of Central Frontenac, be approved to allow for the construction of a 29.22 square meter (314.52 square foot) storage shed that is unable to meet the required waterbody set back of 30m;

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.

Carried

b. APPN-2025-0048 – OWENS

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

No questions or comments were raised by Committee members, the applicant or their agent, or any member of the public.

The following motion was carried unanimously.

Motion #: 50-2025 Moved by: Duncan McGregor

Seconded by: Nicki Gowdy

THAT Minor Variance application APPN-2025-0048 Owens for Concession 1, Part Lot 26 & 27, RP 13R-18881 Parts;2 And 3 Geographic Township of Hinchinbrooke, Township of Central Frontenac, be approved to allow for the construction of a 61.3 square meter (660 square feet) addition to an existing cottage that is unable to meet the required waterbody set back of 30m.

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.

Carried

- c. APPN-2025-0050 – MARSHALL
Jennie Kapusta introduced the application and provided an overview of the details.
No questions or comments were raised by Committee members, the applicant or their agent, or any member of the public.
The following motion was carried unanimously.

Motion #: 60-2025 Moved by: Nicki Gowdy
Seconded by: Duncan McGregor
THAT Minor Variance application APPN-2025-0050 Marshall for Concession 3, Part Lot 23, 1060 Oso Road, Geographic Township of Oso, Township of Central Frontenac, be approved to permit relief from Section 4.18.1 to allow for a building permit to be issued for a property that does not have frontage or direct access to a public street or private lane.

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.

Carried

8. OTHER PLANNING BUSINESS

9. ADJOURNMENT

- a. Adjournment

Motion #: 61-2025 Moved by: Duncan McGregor
Seconded by: Nicki Gowdy
THAT this meeting be adjourned until November 25, 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.

Carried

Adjourned at 5:26 p.m.

Abigail McKinnon,
Secretary Treasurer

Bill Everett, Chair

**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
FILE #
NAME

MINOR VARIANCE
APPN-2025-0024
VAN DRUNEN



**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): <i>Teresa van Drunen</i>	Name of Agent*: (see below)
Address: [REDACTED]	Address:
Home Phone Number: [REDACTED]	Home Phone Number:
Work Phone Number: [REDACTED]	Work Phone Number:
Cell/Alternate Phone Number:	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): <i>1365 Fourth Lake Road</i>	
Lot(s):	Concession(s): <i>Cow. 8</i>
Registered Plan Number: <i>13R9621</i>	Part Number(s): <i>PT lot 17</i>
Geographic Township (Former Township): <i>Hinchin brooke</i>	



2.2: Site Characteristics

Average Depth (m): <u>1,005</u>	Area (ha): <u>72.03</u>
Road/Water Frontage (m): <u>1500ft / 450 m</u>	Other:
Adjacent Body of Water (if applicable): <u>Echo Lake</u>	

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	<u>house</u>	<u>cottage</u>	<u>Garage/Shop</u>	<u>Shed</u>
Setback to Front Lot Line (m)	<u>108.25</u>	<u>5</u>	<u>110</u>	<u>54</u>
Setback to Rear Lot Line (m)	<u>1623.60</u>	<u>1434</u>	<u>1566</u>	<u>1380.06</u>
Setback to Side Lot Line (m)	<u>270.6</u>	<u>374.84</u>	<u>290</u>	<u>374</u>
Setback to Side Lot Line (m)	<u>514.14</u>	<u>406</u>	<u>460.02</u>	<u>419.43</u>
Height (m)	<u>6.8</u>	<u>3.35</u>	<u>3.658</u>	<u>2.6</u>
Building Footprint (m ²)	<u>418</u>	<u>83.6</u>	<u>37</u>	<u>10</u>
Year of Construction	<u>Approx 1991</u>	<u>Approx 1970</u>	<u>Approx. 1991</u>	<u>Aprox. 1970</u>

4. EXISTING USES

	Subject Property	Abutting Property to North	Abutting Property to East	Abutting Property to South	Abutting Property to West
Official Plan Designation	<u>Rural</u>	<u>R</u>	<u>Lake</u>	<u>LSR</u>	<u>R</u>
Zoning	<u>RW</u>	<u>R</u>	<u>Lake</u>	<u>LSR</u>	<u>R</u>
Primary Use	<u>Residential</u>	<u>Residential</u>	<u>Lake</u>	<u>Residential</u>	<u>Residential</u>

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 m	30
Front Yard (back lot) (m)	7 m	7.0
Rear Yard (m)	7.5 m	1.0
Side Yard (m)	3.0 m	1.0
Maximum Building Height (m)	10 m	6m
Minimum Lot Coverage (%)	10%	2%

6. NATURE OF APPLICATION

a) Seeking relief from By-law # 2011-52 (Central Frontenac Zoning By-law) if applicable.

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:

A:- The existing structure existed prior to being governed by by laws. It is now a legal but non complying structure

B:- Structure was built in place before being within the authority of any conservation authority.

C:- Further to the above, and due to the location of the structure, a minor variance is necessary to accommodate necessary repairs to support the use of the structure for the purpose that it was originally built

D:- Further to the above, after years of neglect, the structure requires repair, rebuilding and updating to support the use and the purpose that it was originally built to facilitate.



9. PROPERTY SERVICING

Existing Services – Check all that apply

Water Supply		Sewage System		Road Access	
Drilled Well	<input checked="" type="checkbox"/>	Class 2 (Greywater Pit)	<input type="checkbox"/>	Municipal – Paved	<input type="checkbox"/>
Dug Well	<input type="checkbox"/>	Class 3 (Cesspool)	<input type="checkbox"/>	Municipal – Gravel	<input checked="" type="checkbox"/>
Cistern	<input type="checkbox"/>	Class 4 (Leaching Bed)	<input checked="" type="checkbox"/>	Municipal – Seasonal Maintenance	<input type="checkbox"/>
Shore Well	<input type="checkbox"/>	Class 5 (Holding Tank)	<input type="checkbox"/>	Private Lane	<input type="checkbox"/>
Lake Water	<input checked="" type="checkbox"/>	Pit Privy (Outhouse)	<input type="checkbox"/>	Water Access Only	<input type="checkbox"/>
Other:	<input type="checkbox"/>	Other:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

Proposing Services – Check all that apply

Water Supply		Sewage System	
Drilled Well	<input checked="" type="checkbox"/>	Class 2 (Greywater Pit)	<input type="checkbox"/>
Dug Well	<input type="checkbox"/>	Class 3 (Cesspool)	<input type="checkbox"/>
Cistern	<input type="checkbox"/>	Class 4 (Leaching Bed)	<input type="checkbox"/>
Shore Well	<input type="checkbox"/>	Class 5 (Holding Tank)	<input type="checkbox"/>
Lake Water	<input checked="" type="checkbox"/>	Pit Privy (Outhouse)	<input type="checkbox"/>

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): July 31 2020
- 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.

Take Fourth Lake Road to 1365, travel approx 1.5 Kls to fork in driveway, stay left and proceed down the hill to cottage location

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

May 07 2025
DATE

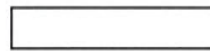

SIGNATURE OF OWNER

Teresa van Drunen
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.

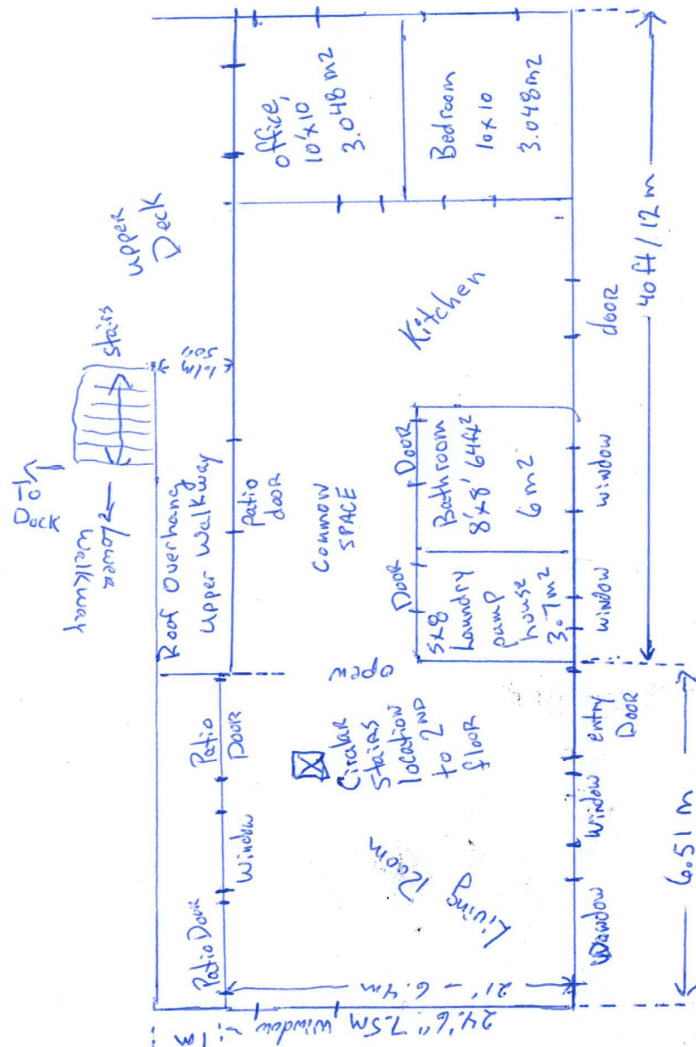

INITIALS


INITIALS

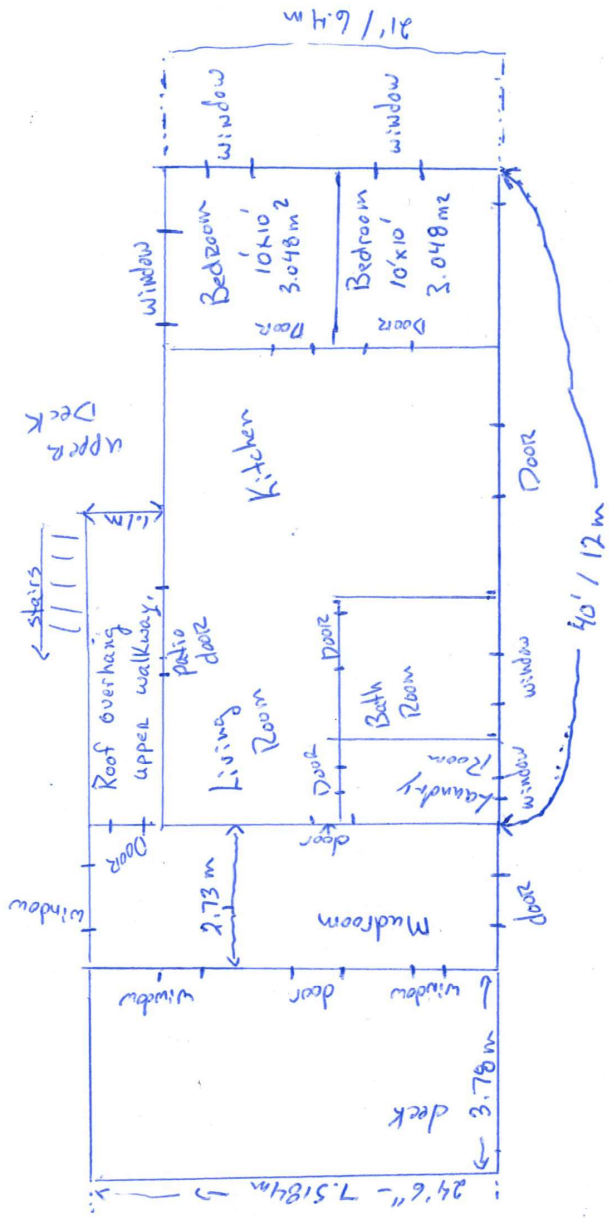
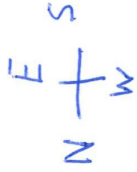
Proposed First Floor Floor Plan



Scale - 1" = 10'
1" = 3.048 m

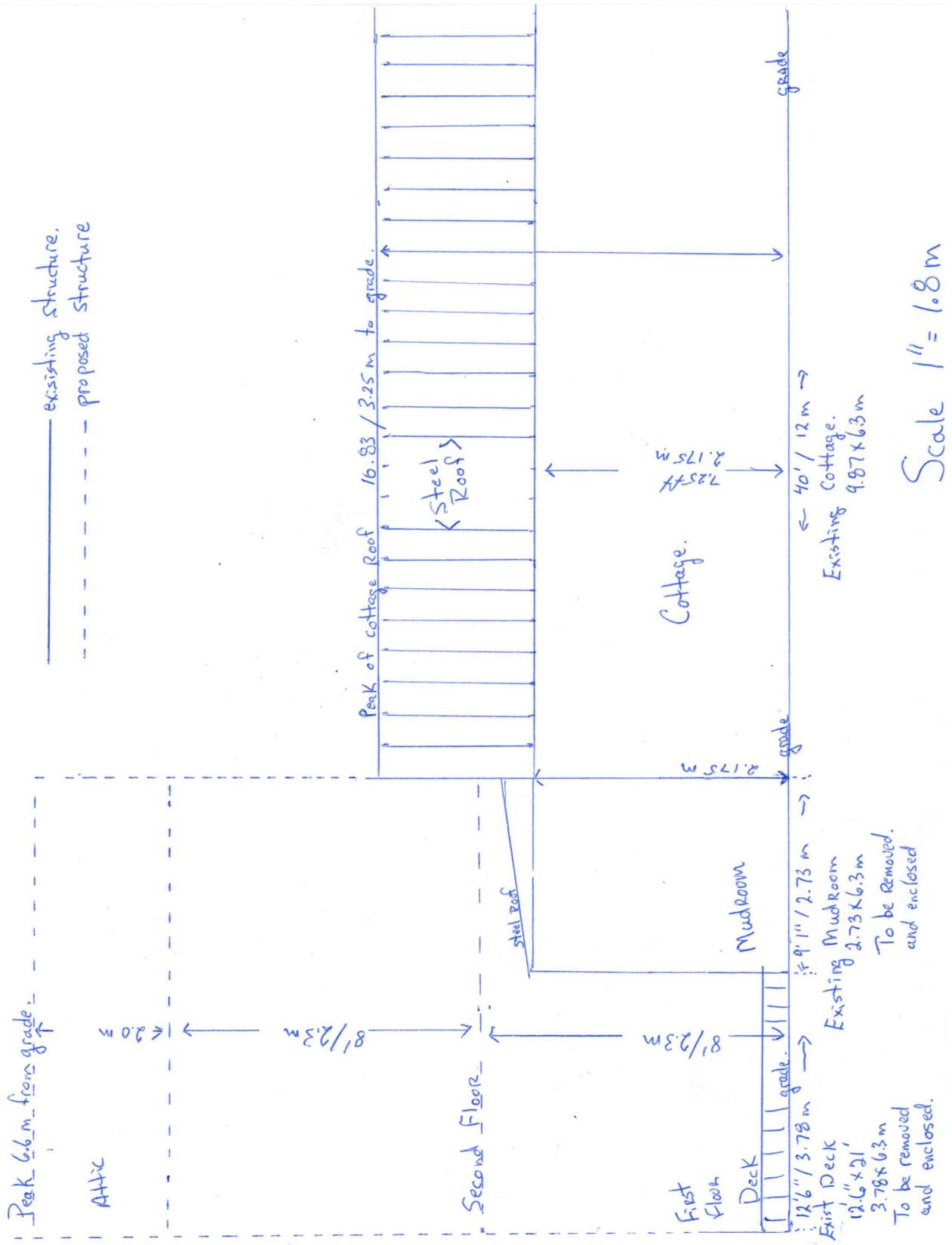


Existing Floor Plan. Cottage.

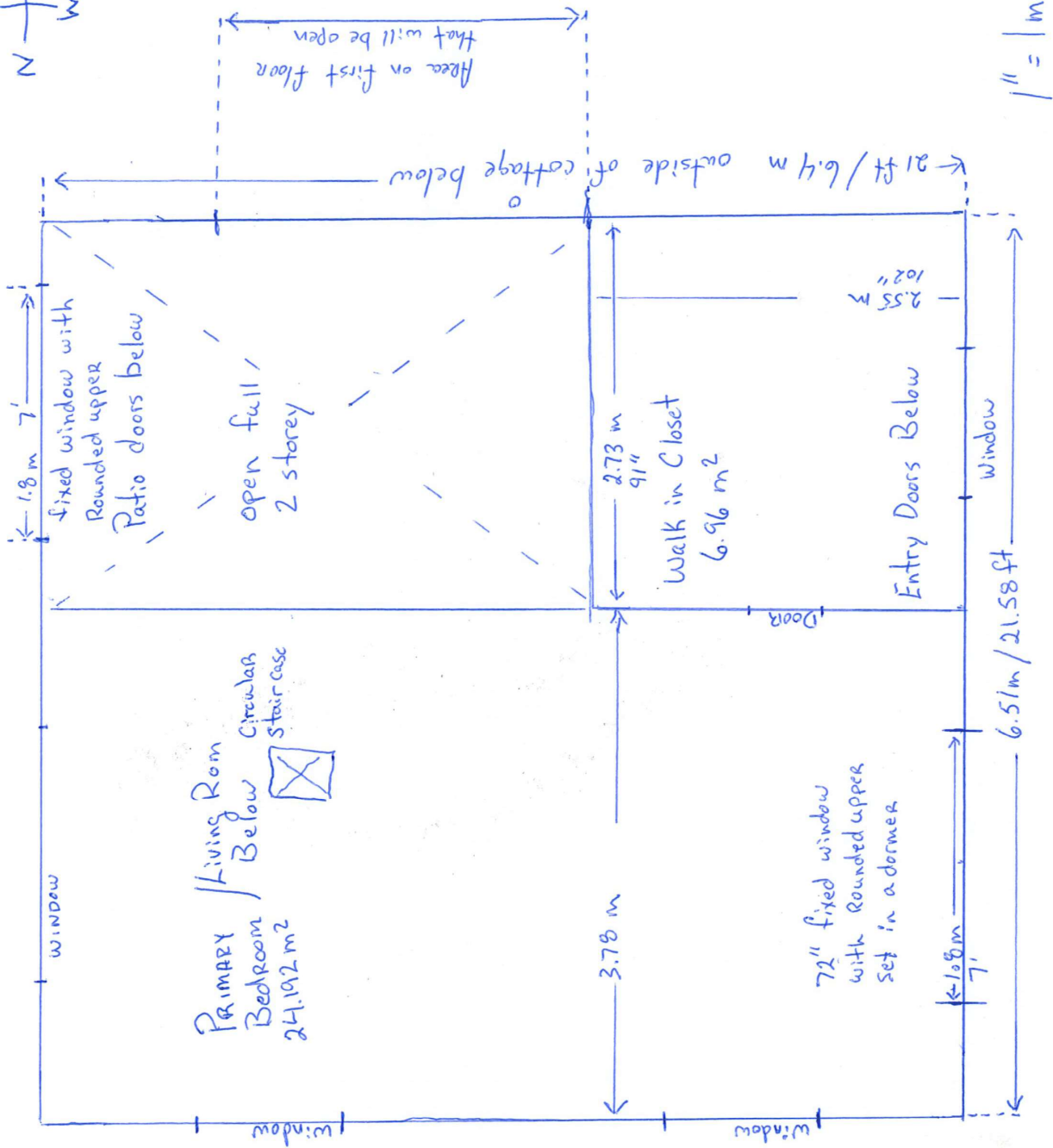
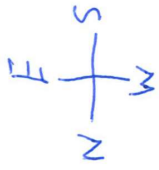


scale - 1" = 10'
1" = 3.048m

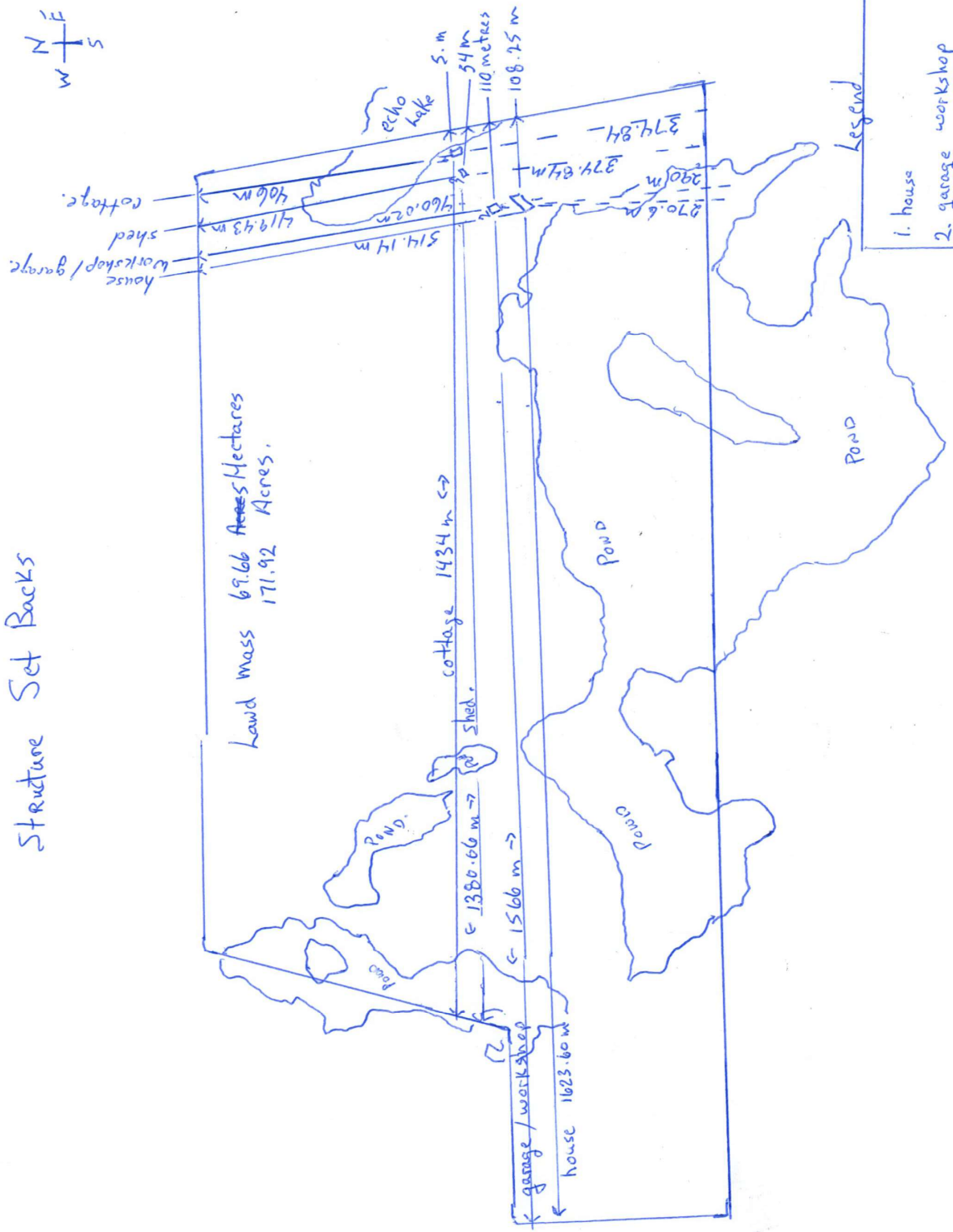
Elevation Measurement - Rear



Second Floor layout

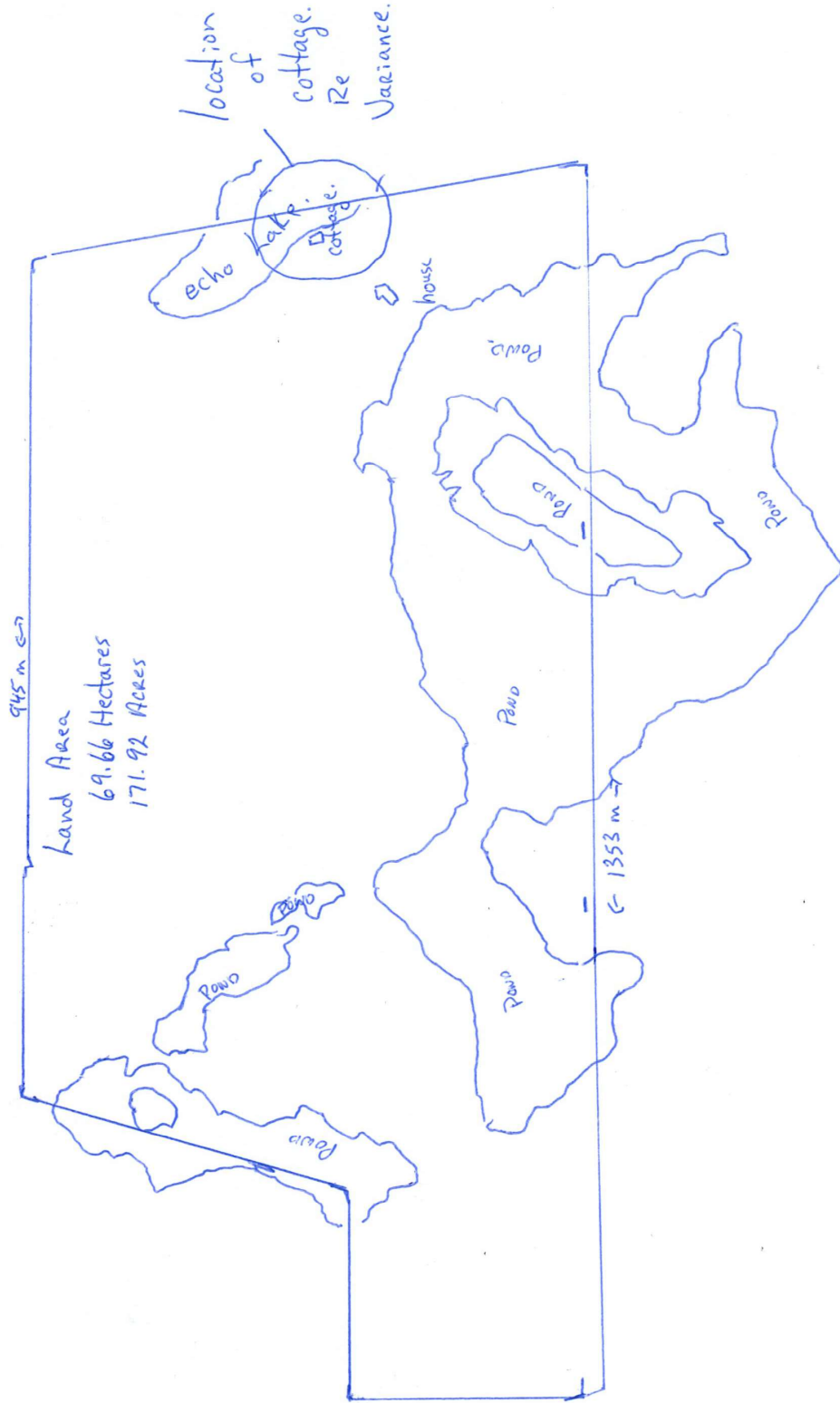


Structure Set Backs



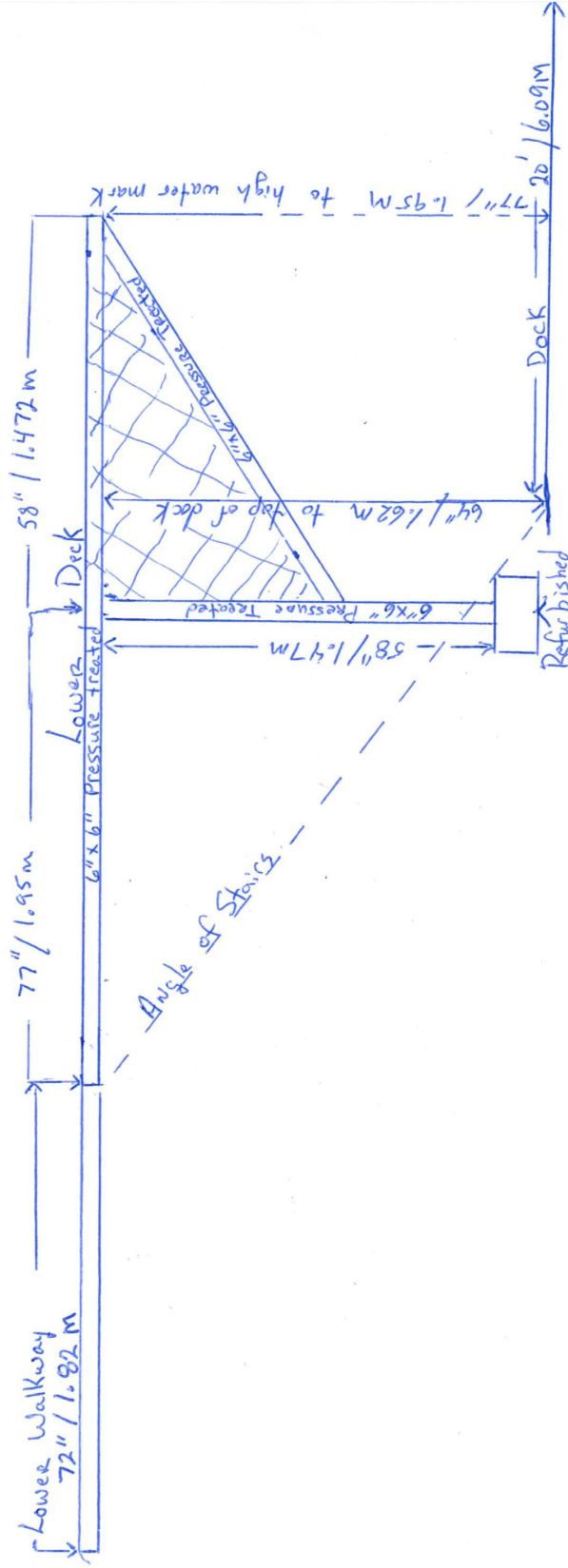
Scale 1 inch = 216.48 meters

Cottage Location.

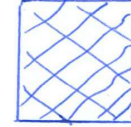


Scale.
1 in = 216.48 metres

Detail #2 Lower Deck Side View



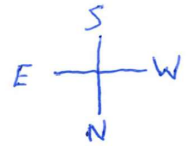
Area for consideration in Minor Variance



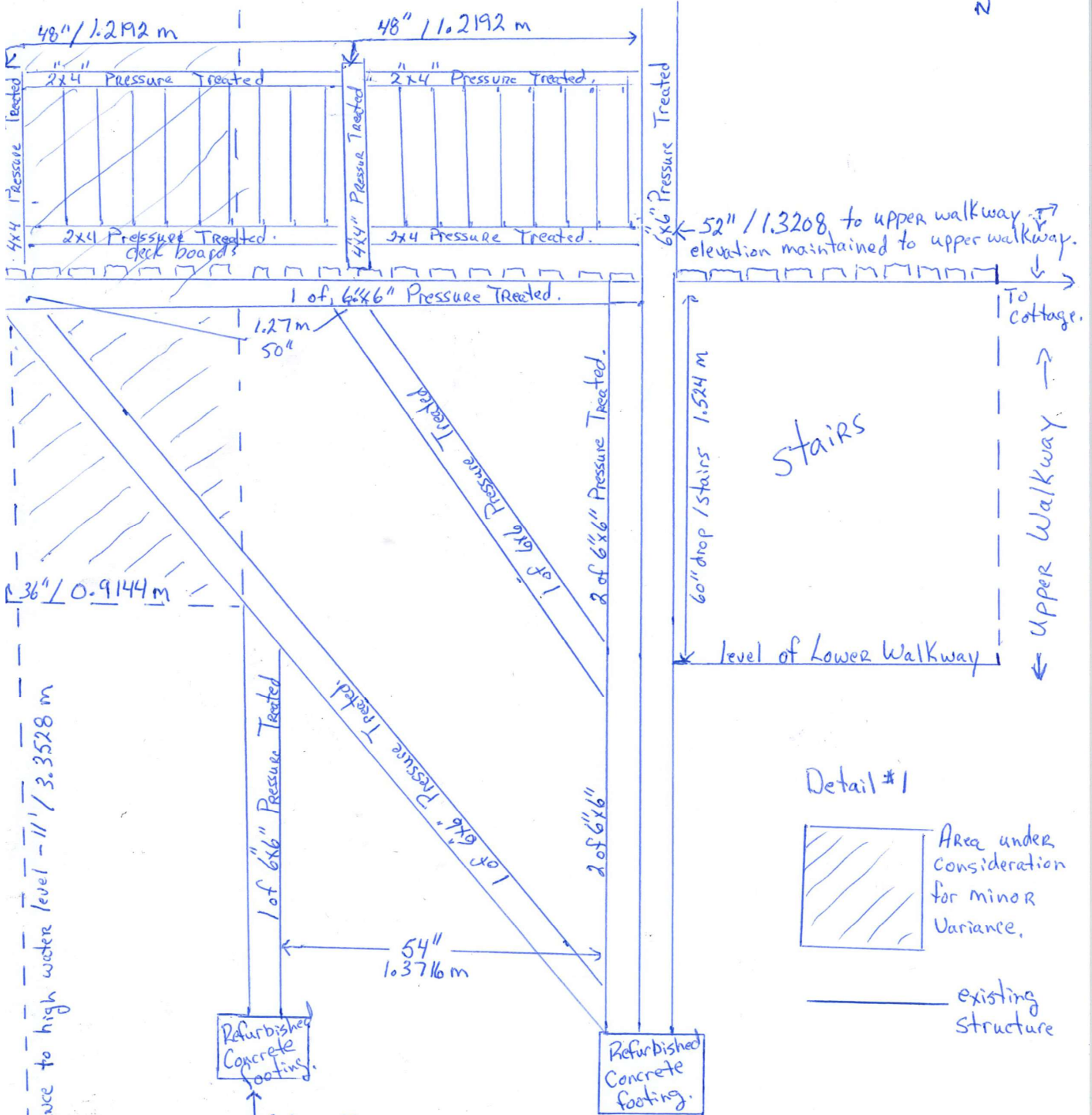
Solid line existing structure.

Scale 1" = 0.609 m

Crossview Upper Deck



36" / 0.9144 m

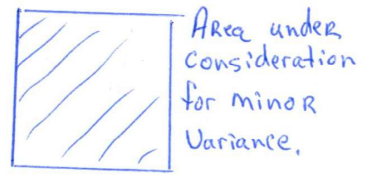


36" / 0.9144 m

Distance to high water level - 11' / 3.3528 m

This footing is 6" / 0.1524 m from high water level.

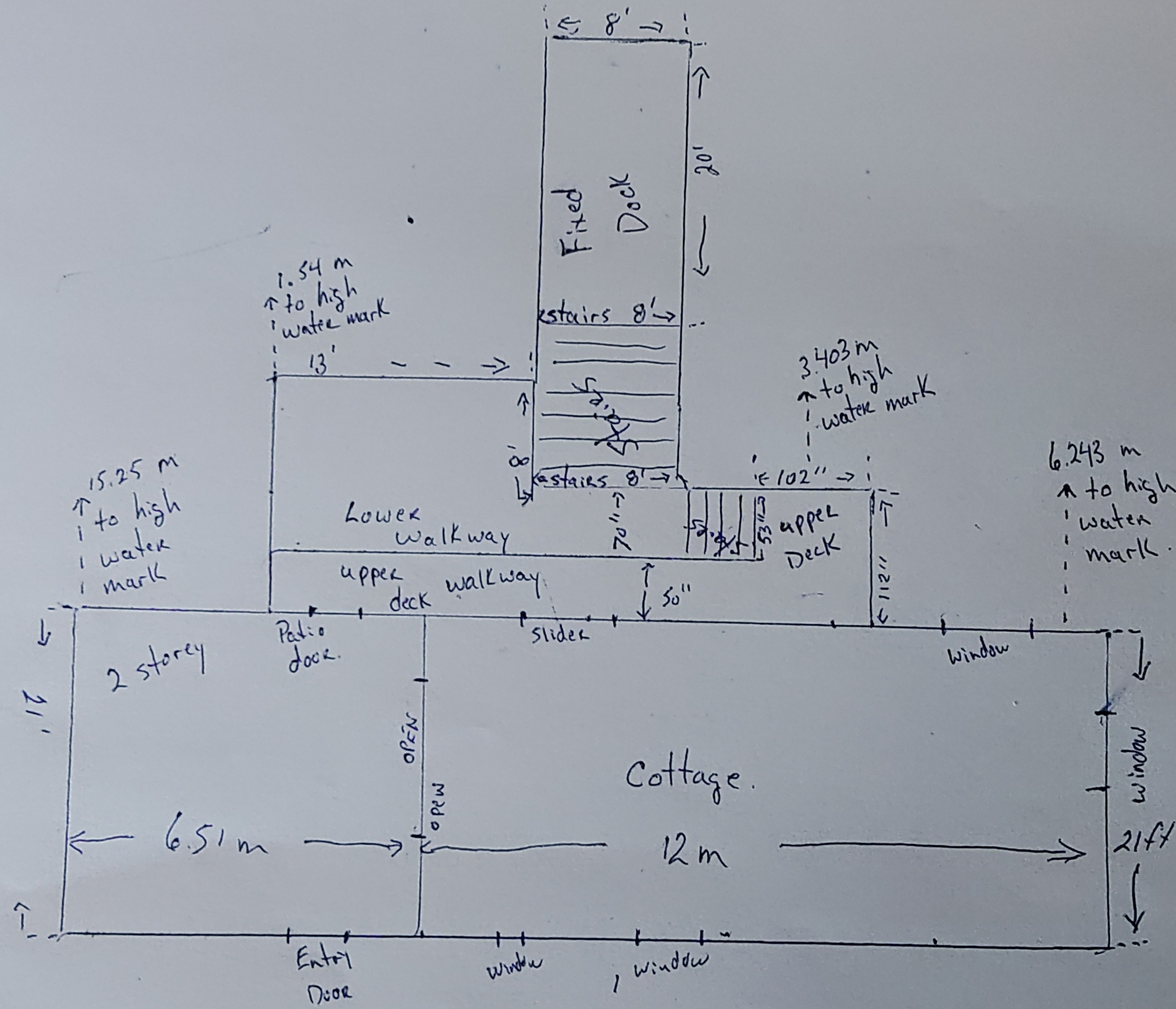
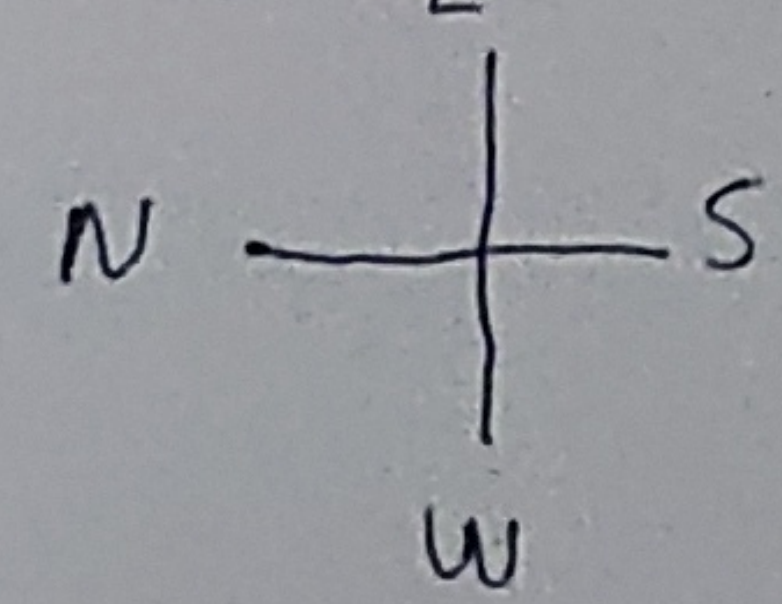
Detail #1



existing structure

Scale 1" = 0.508 m

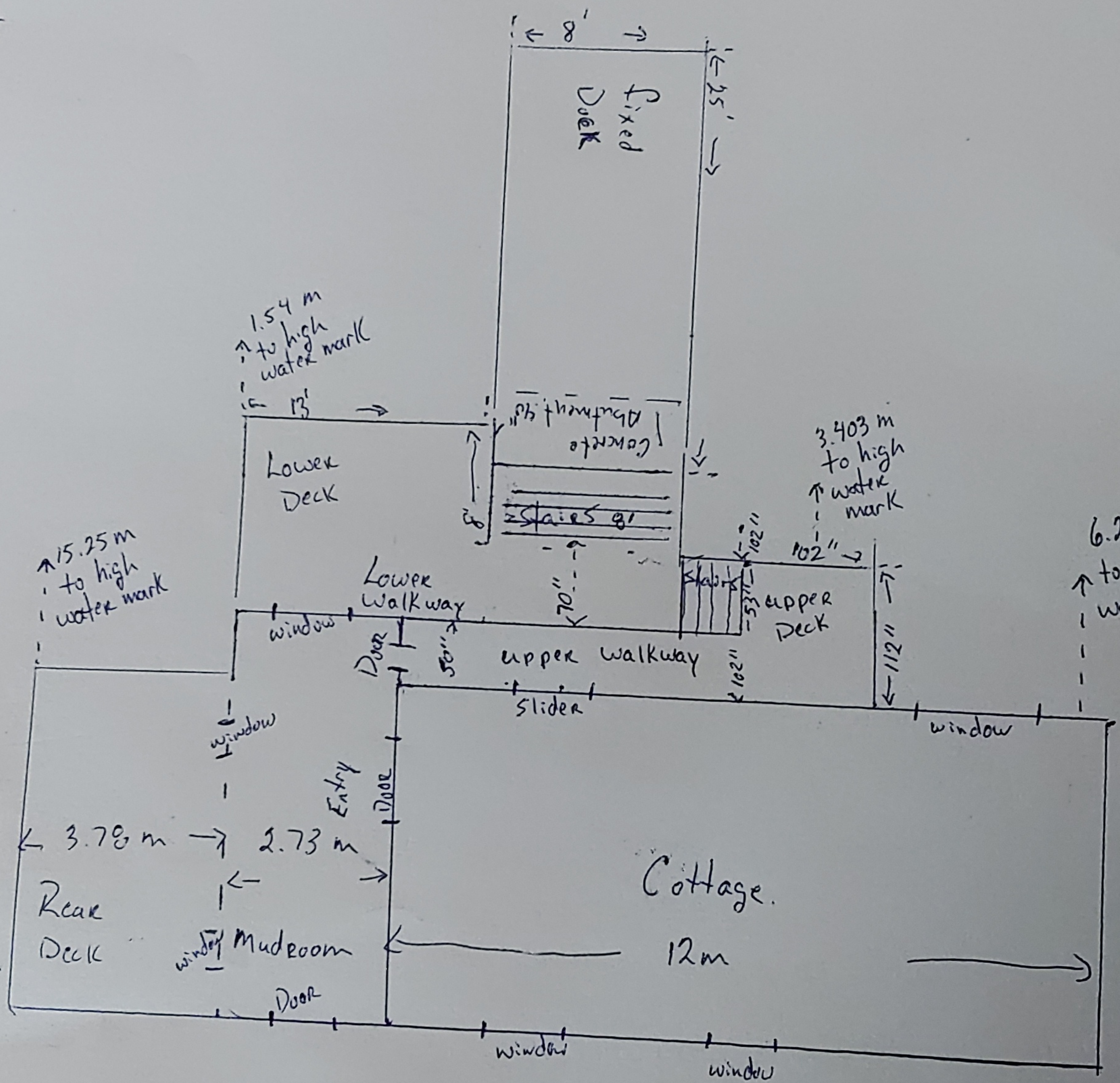
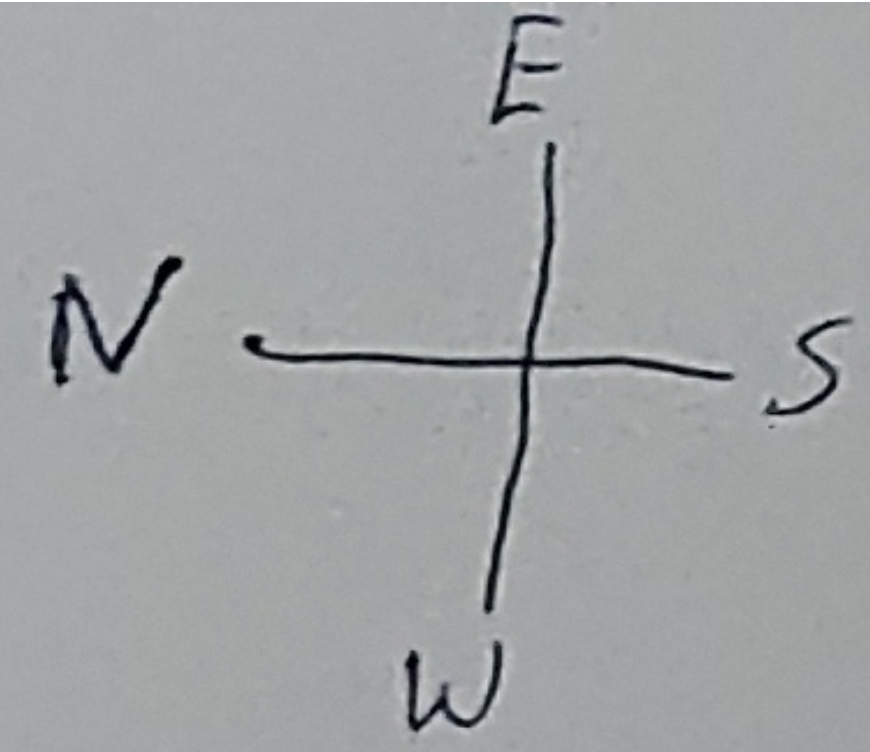
Current Site Plans
 Prepared Oct. 9 2025



10 sealic
 3.125 m from
 high water
 mark

Scale
 1" = 10'

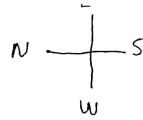
Existing Site Plan
 Prepared Oct. 9, 2025



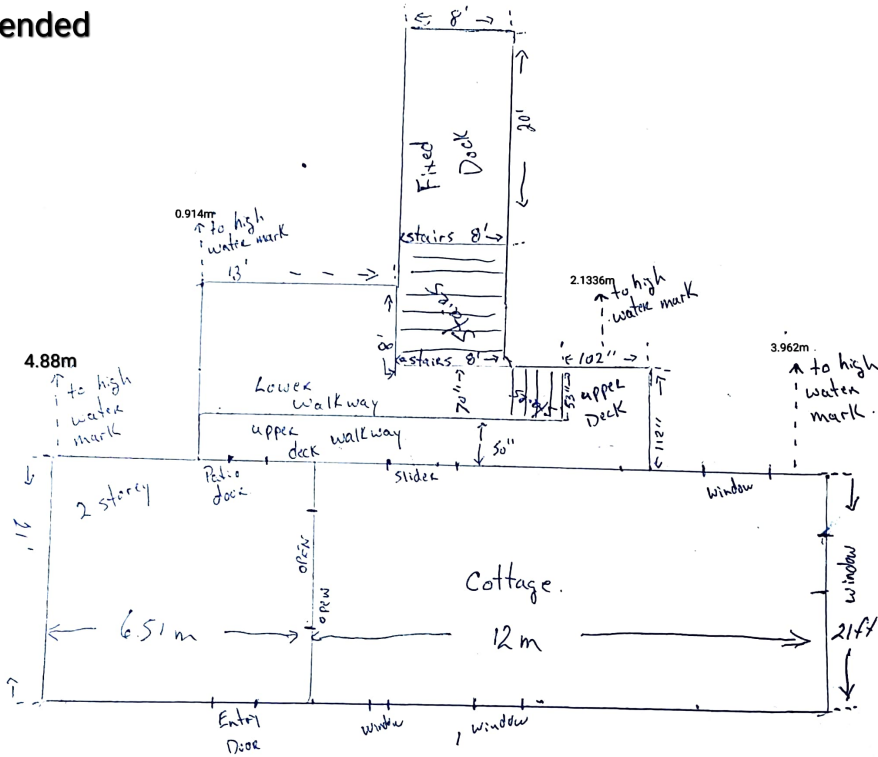
Scale
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35m from high water mark
 To Septic

Current Site Plan
 Prepared Oct. 9 2025

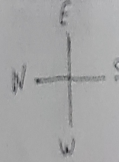


Site Plan Amended

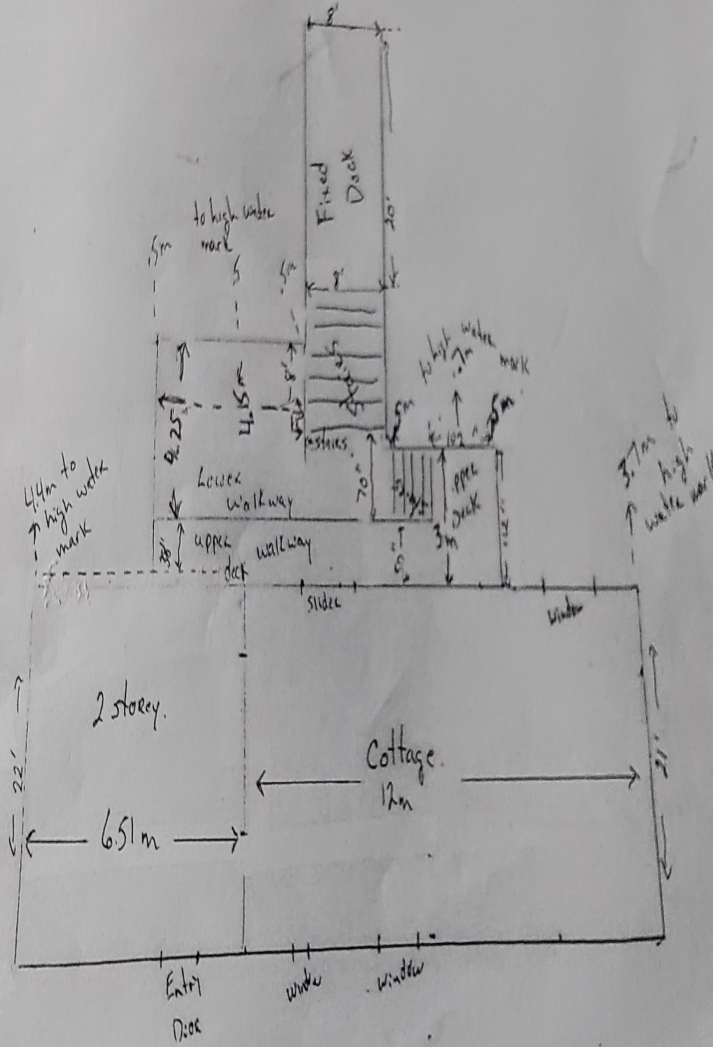


Scale
 1" = 10'

Current Site Plan.
High Water Mark Verified by QPC
Prepared Nov. 17, 2025



Site Plan



Scale
1" = 10'

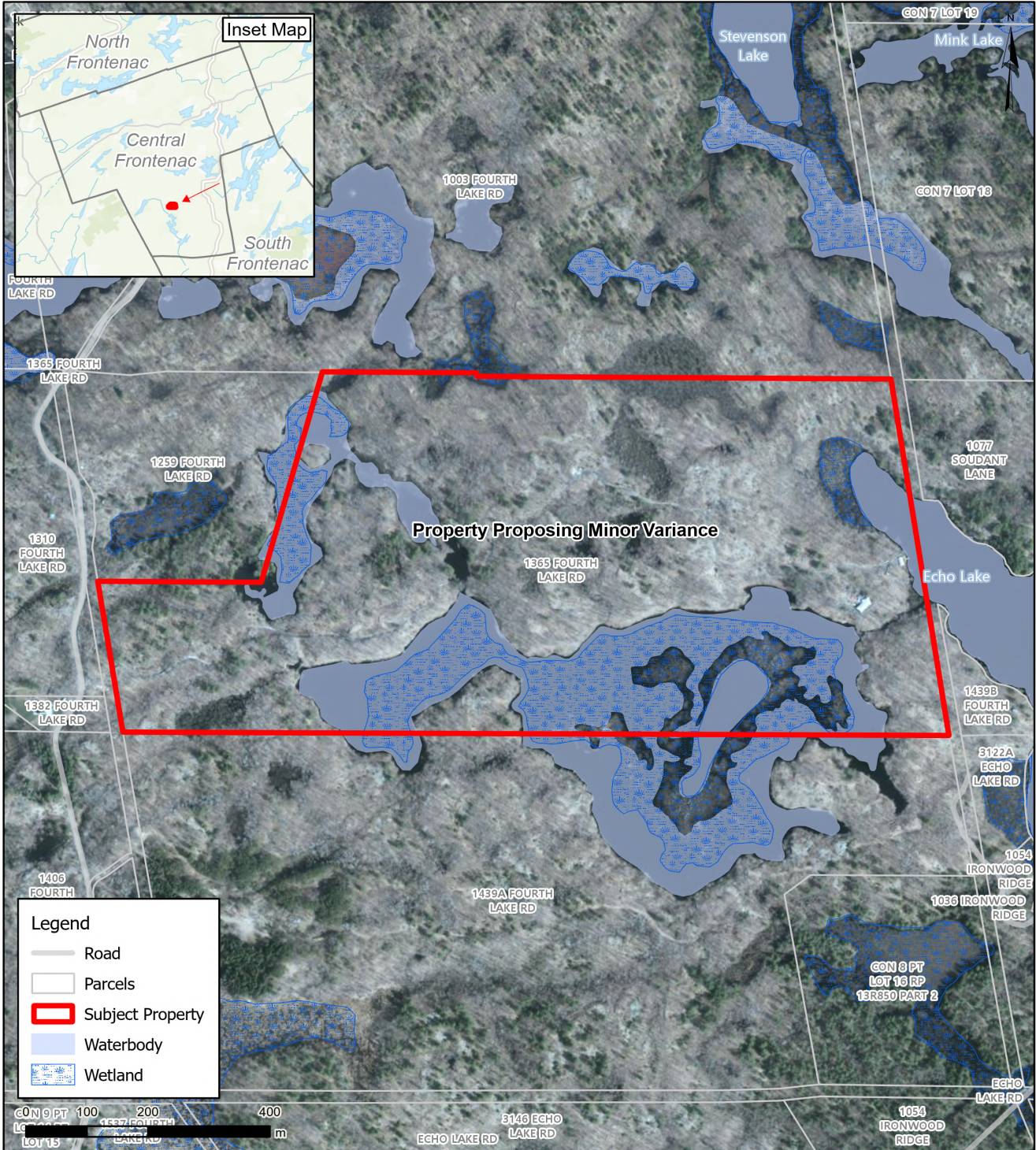


TOWNSHIP OF CENTRAL FRONTENAC

VAN DRUNEN APPLICATION FOR MINOR VARIANCE (APPN-2025-0024)

1365 FOURTH LAKE ROAD

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.

QUINTE CONSERVATION - PLANNING ACT REVIEW

QC File No. PL0163-2025

Municipality:	Township of Central Frontenac		
Landowner / Agent:	Teresa van Drunen and Henrietta Pellizzari / Cornelis Van Drunen		
Location:	1365 Fourth Lake Road	Part Lot 17, Concession 8	Hinchinbrooke
Roll #:	10390400500180000000		
Application Description:	Minor Variance Appl'n File No. APPN-2025-0024	The applicant is requesting relief from Section 4.26.5(a), and from Section 5.6.2 of Township of Central Frontenac Zoning By-Law No. 2011-52 for a reduction in the high-water mark and front yard setback from the required 30 metres to 4.4 metres to facilitate a 6.71 metre by 6.51 metre (43.7 square metre) addition onto the existing dwelling; and, for a reduction in the high-water mark setback from the required 30 metres to 0.5 metres for the 3.36 square metre lower deck addition.	
Regulated Features:	Echo Lake, waterbodies, watercourses and wetlands		
Comments:	<p><u>Natural Hazard policies of the Provincial Planning Statement and Quinte Conservation Planning Act Review policy</u></p> <p>Conservation Authorities have Provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the Provincial Planning Statement (PPS) (2024). Natural hazards include areas subject to flooding, prone to erosion, dynamic beaches, and unstable bedrock. Generally, the policies of the PPS direct development to areas outside of hazard lands.</p> <p>Staff attended the property on July 30, 2025, and again on November 17, 2025, and observed the partially constructed addition onto the dwelling, and the lower deck expansion subject to the minor variance application. <u>As the addition, and lower deck expansion and the associated footings are located above the seasonal high-water mark of Echo Lake, staff are satisfied that the application, as presented, is consistent with Section 5.2 of the PPS.</u></p> <p><u>Ontario Regulation #41/24 (Regulation of Prohibited Activities, Exemptions and Permits)</u></p> <p>The subject lands lie within the regulated area of Echo Lake, waterbodies, watercourses and wetlands (by virtue of Ontario Regulation #41/24 – Regulation of Prohibited Activities, Exemptions and Permits). It is understood that two (2) dwelling units exist on the subject property. The minor variance application applies to an addition and to a deck expansion for the dwelling located directly adjacent to Echo Lake. The original footprint of the shoreline-adjacent-dwelling is located within the 30-metre setback allowance from the high-water mark of the Lake.</p>		

As per the 'Current Site Plan' sketch prepared by Cornelis Van Drunen on November 17, 2025, and Quinte Conservation's site inspection conducted on November 17, 2025, measurements confirmed that the addition is located 4.4 metres from the seasonal high-water mark of Echo Lake. As the original footprint of the dwelling is located 3.7 metres from the seasonal high-water mark, the proposed addition does not encroach closer to the seasonal high-water mark than the original structure and is therefore consistent with Section 4.12.1. f) of *Quinte Conservation's Policy Manual to Implement the Conservation Authorities Act and Ontario Regulation 41/24* (dated May 2025). In addition, the lower deck is located 0.5 metres from the seasonal high-water mark of the lake. As the deck is not enclosed or covered, it is permitted to encroach into the seasonal high-water mark setback as per Section 4.12.3 of Quinte Conservation's Policy Manual. As a result, Quinte Conservation has no concerns regarding the relief being sought for the addition or for the lower deck expansion.

Although the variance pertains to structures that are located adjacent to Echo Lake, the entirety of the subject lands includes additional regulated features (unnamed waterbodies, wetlands and watercourses). Development activity (including construction / filling/ excavation/ site grading/ change of use) within 45 metres of the seasonal high water mark/top of bank adjacent to Echo Lake, within 45 metres of the seasonal high water mark/top of bank adjacent to any waterbody, within 45 metres of a seasonal high water mark/top of bank of any watercourse and within 30 metres of any wetland boundary would require a permit from this office.

The addition and lower deck addition subject to this minor variance application will require a permit from this office. These planning comments do not constitute permission to develop within a Quinte Conservation regulated area. The permitting process is a separate process from the plan review process, and a separate fee will be applied to future permit application(s) to this office.

Quinte Region Source Protection Plan

Quinte Conservation provides Risk Management services as prescribed by the *Clean Water Act*, 2006 on behalf of member municipalities. Part of this is reviewing building and planning applications to ensure no new significant drinking water threats as outlined in the Quinte Region Source Protection Plan are created. Policies for significant threats in the Quinte Region Source Protection Plan are not applicable as the subject property lies outside of an intake protection zone or wellhead protection area for a municipal drinking water system. As such no Section 59 Clearance Notice is required.

Other Potential Township Studies

As per Sections 21.1.1 and 21.1.2 of Ontario Regulation 596/22 (amendments made under the Conservation Authorities Act) as a result of the More Homes Built Faster Act, 2022, conservation authorities are no longer able to review or provide comment on Natural Heritage and Hydrogeology, nor is this office able to peer-review technical reports related to these matters. If the Township requests a hydrogeological assessment or Environmental Impact Study (EIS) it should be peer-reviewed by a qualified consultant.

**Final
Comments:**

The dwelling addition and deck expansion, subject to the minor variance are located outside of a natural hazard and are consistent with Section 5.2 of the PPS. The addition and lower deck are located within the setback allowance from the seasonal high-water mark; however, QC's Policy Manual permits encroachment of these structures within the setback allowance provided the addition encroaches no closer to the high-water mark than the original structure, and where the deck is not enclosed or covered. As a result, staff have no objection to the minor variance application, as presented.



Sam Carney
Planning Technician

November 20, 2025

Date

And:

Catherine Sinclair,
Regulations Officer



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 17, Concession 8, Geographic Township of Hinchinbrooke

Address: 1365 Fourth Lake Road

File Number: **APPN-2025-0024 (Van Drunen)**

Owner(s): **Teresa Van Drunen**

Applicant: Same as Owner

Date of Meeting: November 25, 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 enlarge an existing legal non-complying dwelling through the construction of a two storey addition, plus the reconstruction and enlargement of the existing decks and dock. These renovations were started prior to the owner obtaining any approvals from either the Township of Central Frontenac or Quinte Conservation Authority. The property owner has worked cooperatively with all agencies since being informed that permits were needed for the construction.

The proposed increase in footprint will be an uncovered and unenclosed deck with an area of 16.6 square metres (178.7 square feet) and is shown with the yellow square in Figure 1. Approximately half of this deck area is cantilevered out to help reduce impact on the shoreline. The remaining open deck area, connecting stairs and dock will have the same footprint as the existing.

The footprint where the two storey addition has been constructed was a single storey mudroom and uncovered deck. As there was no change in this footprint for the construction of this addition, the property owner did not realise planning approvals would be required. However, the new addition increases the gross floor area of the dwelling by converting the open deck into interior living space and adding a second story.

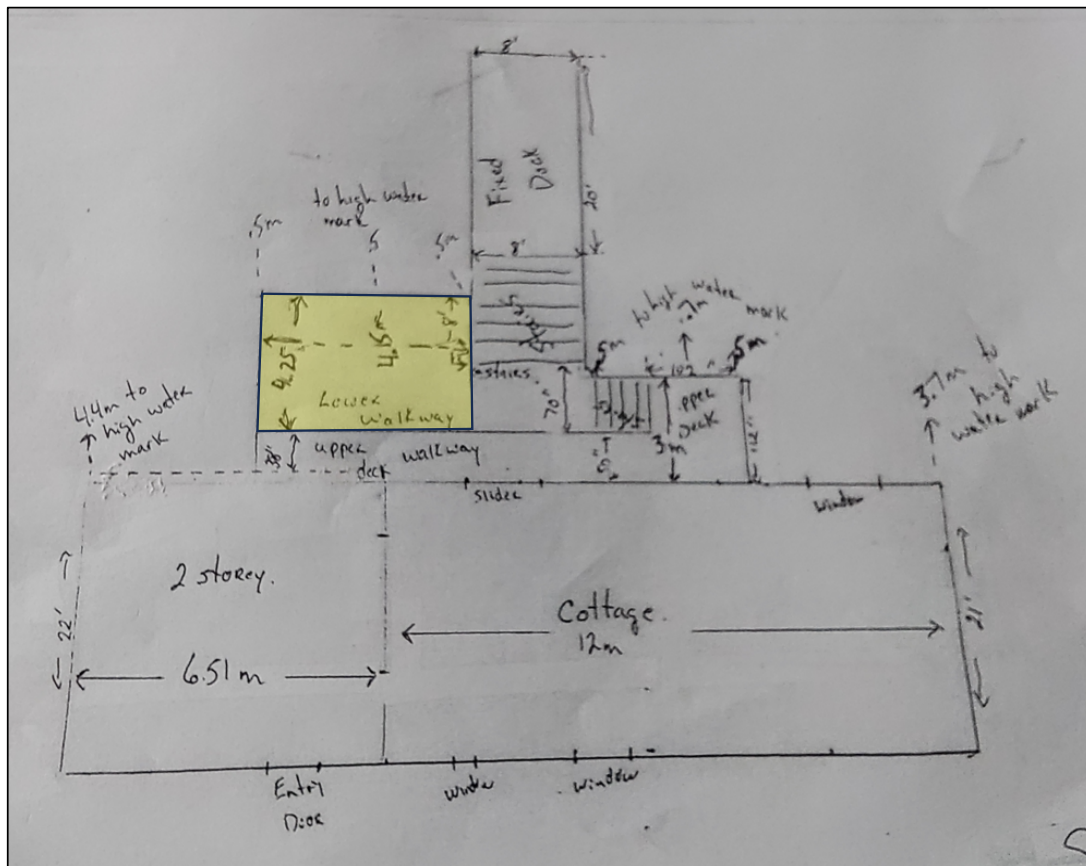


Figure 1: Sketch submitted by the applicant showing the existing structure and proposed additions. The measurements and setbacks shown on this sketch have been verified by Quinte Conservation Authority.

The increase in gross floor area will be 25.3 square metres on the lower level and 43.6 square metres on the upper level for a total increase of 68.9 square metres (741.6 square feet). There will be no reduction in waterbody setback for this addition, compared to the existing structure. The uncovered deck addition will reduce the water body setback by 2.4 metres (8 feet) for a minimum waterbody setback to Echo Lake of 0.5 metres (1.6 feet).

Existing Development

- The existing dwelling has the same footprint as the proposed structure, except for the uncovered and unenclosed deck addition with an area of 16.6 square metres (178.7 square feet), as described in the Proposal section above.
- One additional dwelling with a footprint of approximately 305 square metres (3,283 square feet) including attached decks. This dwelling is located approximately 70 metres from the high water mark of Echo Lake.
- Several accessory storage structures.
- Class 4 septic system for each dwelling.

Background Information

As noted above, the proposed construction has already begun on the subject property despite the owner not obtaining any planning approvals or permits. Since the property owner was informed that both planning approvals and permits would be required before the construction could be completed, they have worked with the Township and Quinte Conservation Authority to obtain the required approvals.

Township staff, County planning staff and Quinte Conservation Authority staff conducted a joint site visit July 30, 2025 to review this proposal and the construction that had taken place. QCA staff have completed some additional site visits to further review the proposal and verify measurements and setbacks.

Information Category	Response
Official Plan designation	Rural Area and within the Waterfront District
Zoning	Rural (R) and Waterfront Residential (RW)
Size (area) of subject property	69.6 hectares (171.9 acres)
Existing road frontage and access	Accessed via Fourth Lake Road
Waterfrontage	Approximately 533 metres (1,748 feet) on Echo Lake

Information Category	Response
Natural heritage features	Echo Lake, unnamed waterbodies, watercourses and unevaluated wetlands
Existing Development	2 detached dwellings, each with their own septic system and water servicing, accessory storage structures.
Surrounding land uses	Developed waterfront residential lots along the shoreline of Echo Lake with larger naturally vegetated parcels inland

Public Notice

A notice was placed on the subject property, and a notice of the public meeting was posted to the Township website, 10 days in advance of the meeting, in accordance with Section 3(4.1) of Ontario Regulation 200/96 under the *Planning Act, R.S.O. 1990, c. P.13*. The alternative of posting on the Township website was necessary because staff were unable to mail out the public notice due to the Canada Post strike.

Pre-application Consultation

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

Comments

Quinte Conservation Authority (QCA)

This application was circulated for review to Quinte Conservation Authority. Comments dated August 18, 2025 requested deferral of the application as it appeared that the two storey addition would slightly further encroach towards the high water mark of Echo Lake. Further encroachment of the dwelling would not be supportable under QCA development policies, and no permit could be issued. QCA had no objections to the enlarged deck area that does get closer to the shoreline.

Township and County planning staff have been communicating with QCA staff since these original comments were received. QCA provided further formal written comments date November 20, 2025 stating no objections to this application as proposed.

These comments noted that the proposed additions, both dwelling and decks, are located above the mapped floodplain for Echo Lake and therefore comply with the natural hazard section of the PPS. While the proposal is outside the flood hazard, it is located within the QCA regulated setback from a waterbody of 45 metres (147.6 feet). Therefore, all construction proposed through this application will require a permit from QCA.

Septic Approval Authority

Discussions with the Township Building Department regarding the septic systems on this property noted that there was no documentation for the septic system that currently services this dwelling. As such, the existing septic system will need to be uncovered to determine what upgrades will be required. Given the age of the dwelling, it is highly likely that a new system will be required to accommodate the enlarged dwelling. The building department has visited the property and confirmed that there is sufficient area outside the required waterbody setback for the installation of a new septic system.

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 subject property has an area of approximately 69.6 hectares (171.9 acres), with approximately 533 metres (1,748 feet) of frontage along Echo Lake. There are not lot coverage concerns associated with approval of this proposal.

Both the existing dwellings on the property were 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, and further reduce the existing non-complying waterbody setback, 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 dwelling addition will be located entirely within the existing footprint of the structure. There will be a small reduction in waterbody setback to accommodate the enlargement of the uncovered and unenclosed deck. The scale of the enlarged dwelling is in keeping with the other development along the shoreline of Echo Lake.

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. As noted above, the deck addition is cantilevered out from the existing structure to help reduce impacts to the shoreline.

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

Natural Heritage

The construction of the additions to the dwelling and deck will not require any vegetation removal along the shoreline due to the deck being elevated and cantilevered, and the dwelling addition being located within the existing footprint.

As discussed above, it is likely that the existing sewage system will be required to be replaced with a new system, located greater than 30 metres (98.4 feet) from the shoreline, which will aid in mitigating any negative impacts on Echo Lake.

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 Quinte Conservation Authority (QCA) 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, it is likely that the existing sewage system will be required to be replaced with a new system.

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 additions will increase the functionality of the dwelling for the owners. The construction will not cause the enlarged dwelling to exceed the permitted lot coverage, there are no natural hazard concerns, and 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 Echo Lake 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-2025-0024, 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

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-2025-0024 to:
 - a. Enlarge an existing dwelling with a 68.9 square metre (741.6 square foot) increase in gross floor area through the conversion of an uncovered 25.3 square metre (272.3 square foot) deck into interior living space, plus the construction of a second storey addition with an area of 43.6 square metres (469 square feet).
 - b. Construct a 16.6 square metre (178.7 square foot) uncovered and unenclosed deck addition to the existing uncovered and unenclosed deck. This addition shall have a minimum waterbody setback of 0.5 metres (1.6 feet).
2. This permission does not include zoning relief for any other existing or future structures on the property.
3. Application number APPN-2025-0024 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)



















































**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
FILE #
NAME

MINOR VARIANCE
APPN-2025-0051
LOCKE



**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): Dave Locke & Irene Vanderpluym-Locke	Name of Agent*: (see below) Jeff and/or Julie Conner
Address: [REDACTED]	Address: [REDACTED]
Home Phone Number: [REDACTED]	Home Phone Number: [REDACTED]
Work Phone Number: [REDACTED]	Work Phone Number: [REDACTED]
Cell/Alternate Phone Number: [REDACTED]	Cell/Alternate Phone Number: [REDACTED]
Fax: [REDACTED]	Fax: [REDACTED]
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): 1290 Blue Heron Ridge Rd. Arden, On	
Lot(s): Lot 19	Concession(s): Con 7
Registered Plan Number: 1608 (lots 25,40,block T & pt lot 22)	Part Number(s): part 3
Geographic Township (Former Township): Kennebec	



2.2: Site Characteristics

Average Depth (m): 112 m	Area (ha): .785 ha
Road/Water Frontage (m): 101 m	Other: steep embankment between cottage & lake.
Adjacent Body of Water (if applicable): Kennebec 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		
Setback to Front Lot Line (m)	~ 15m	~ 34m		
Setback to Rear Lot Line (m)	+/- 100m	~ 60m		
Setback to Side Lot Line (m)	~ 27m	~ 5.8m		
Setback to Side Lot Line (m)	+/- 45m	+/- 56m		
Height (m)	~ 6.7m	~ 6m		
Building Footprint (m ²)	71.3 sq.m	49 sq.m		
Year of Construction	1985	1995		

4. EXSISTING USES

	Subject Property	Abutting Property to North	Abutting Property to East	Abutting Property to South	Abutting Property to West
Official Plan Designation	waterfront	Lake	waterfront	Blue Heron Ridge Rd	waterfront
Zoning	RW	-----	RW	LSR	RW
Primary Use	seasonal cottage	Lake	seasonal cottage	Road	seasonal cottage

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)	30m	30m
Front Yard (back lot) (m)	7m	7m
Rear Yard (m)	7.5m	1m
Side Yard (m)	3m	1m
Maximum Building Height (m)	10m	6m
Minimum Lot Coverage (%)	15% or 10% within 60m of lakeshore	2%

6. NATURE OF APPLICATION

a) Seeking relief from By-law # 2011-52 (Central Frontenac Zoning By-law) <input checked="" type="checkbox"/>
b) Section(s) pertaining to variance request <input type="checkbox"/>

7. REASON FOR MINOR VARIANCE

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

Existing cottage was built closer than 30m from the lakeshore. All cottages in the area are built closer than the 30m setback. *** There is an established building line closer than 30m from the lakeshore.



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

	<input type="checkbox"/> New -or- <input checked="" type="checkbox"/> Addition to	<input type="checkbox"/> New -or- <input type="checkbox"/> Addition to	<input type="checkbox"/> New -or- <input type="checkbox"/> Addition to	<input type="checkbox"/> New -or- <input type="checkbox"/> Addition to
Main Use	seasonal rec. room			
Setback to Front Lot Line (m)	~18m			
Setback to Rear Lot Line (m)	~97m			
Setback to Side Lot Line (m)	~23m			
Setback to Side Lot Line (m)	~52m			
Height	~4.8m			
New/Addition Footprint (m)	6 x 3.65			

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.

N/A



9. PROPERTY SERVICING

Existing Services – Check all that apply

Water Supply		Sewage System		Road Access	
Drilled Well	<input checked="" type="checkbox"/>	Class 2 (Greywater Pit)	<input type="checkbox"/>	Municipal – Paved	<input type="checkbox"/>
Dug Well	<input type="checkbox"/>	Class 3 (Cesspool)	<input type="checkbox"/>	Municipal – Gravel	<input type="checkbox"/>
Cistern	<input type="checkbox"/>	Class 4 (Leaching Bed)	<input checked="" type="checkbox"/>	Municipal – Seasonal Maintenance	<input type="checkbox"/>
Shore Well	<input type="checkbox"/>	Class 5 (Holding Tank)	<input type="checkbox"/>	Private Lane	<input checked="" type="checkbox"/>
Lake Water	<input type="checkbox"/>	Pit Privy (Outhouse)	<input type="checkbox"/>	Water Access Only	<input type="checkbox"/>
Other:	<input type="checkbox"/>	Other:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

Proposing Services – Check all that apply

Water Supply		Sewage System	
Drilled Well	<input type="checkbox"/>	Class 2 (Greywater Pit)	<input type="checkbox"/>
Dug Well	<input type="checkbox"/>	Class 3 (Cesspool)	<input type="checkbox"/>
Cistern	<input type="checkbox"/>	Class 4 (Leaching Bed)	<input type="checkbox"/>
Shore Well	<input type="checkbox"/>	Class 5 (Holding Tank)	<input type="checkbox"/>
Lake Water	<input type="checkbox"/>	Pit Privy (Outhouse)	<input type="checkbox"/>

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.

N/A



10. HISTORY OF THE PROPERTY

- Date subject property was acquired by current owner(s): June 30, 2010
- 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

Unknown if previous owner obtained a minor variance or zoning amendment.

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.

Follow Hwy 7 west from Sharbot Lake. Turn right onto Henderson rd. at the flashing light. Travel north to Blue Heron Ridge rd. Turn left onto Blue Heron Ridge Rd. (before the Kennebec bridge). Follow Blue Heron Ridge Rd. west to # 1290, on the north side (right side) of the road.

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

August 29, 2025

DATE

[Redacted Signature]

SIGNATURE OF OWNER

DAVID LOCKE

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

Page | 8

[Redacted Initials]

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, Julie Conner 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 15 day of September, 2015.
Name Month Year

Abigail McKinnon
Commissioner of Oaths


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

Agent Authorization Letter

Irene Vanderpluym-Locke and David Locke

Property Owners Name

Corporation or Partnership

Mailing Address

Phone & E-mail

Date: August 19 2025

To: The Chief Building Official
Township of Central Frontenac
Building Department
PO Box 89
1084 Elizabeth St.
Sharbot Lake ON K0H 2P0

RE: Proposed Project: 3 season recreational room addition onto a cottage

(A brief description of the work to be performed)

Project Location:

1290 Blue Heron Ridge Rd. Arden, Ontario

L 18, C 7 / Plan# 1608 BLK T Pt Lot 25 40; RP 13R8514 Part 3

(Property Address, Legal Description etc...)

The undersigned, being the current owner of the above referenced property, authorizes;

Jeff and / or Julie Conner

J & J construction & Design

Agents Name

Company Name

to apply for a building permit for the above referenced project on my behalf. This will allow my agent to answer any and all questions on my behalf and to sign any and all documents for me; however, I understand that I shall be responsible to ensure that my project complies with the Ontario Building Code.

Irene Vanderpluym-Locke
David Locke

August 19 2025

Print Name

Of Individual Owner OR
Authorizing Officer

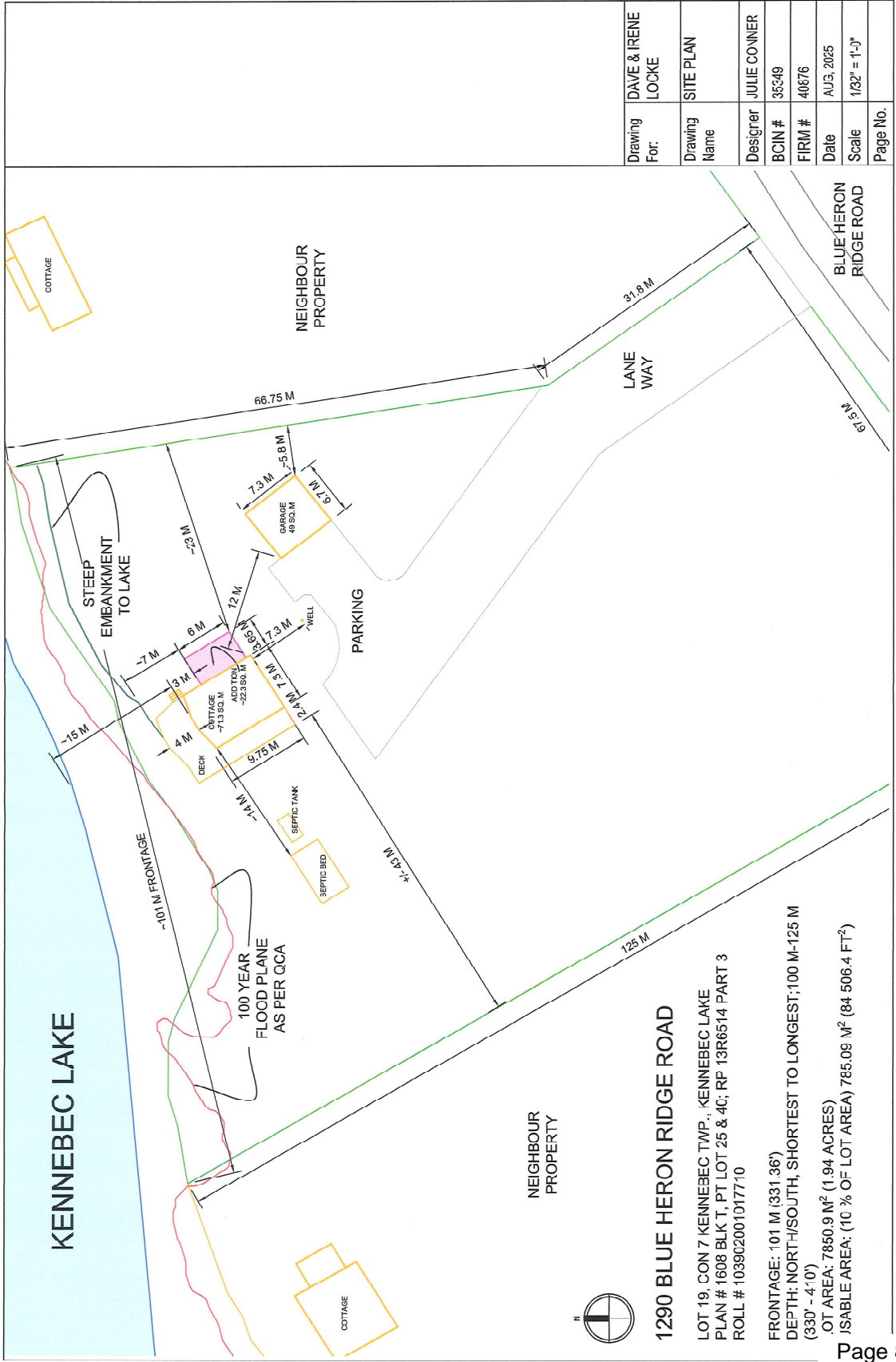
Signature

of Individual Owner OR
of Authorizing Officer

(I have authority to bind the Corporation)

Date

Note: This form is valid only for one access to Building Permit Record Application. Subsequent applications by an authorized agent will require a new agent authorization form completed by the current property owner.



Drawing For:	DAVE & IRENE LOCKE
Drawing Name:	SITE PLAN
Designer:	JULIE COWNER
BCIN #:	35349
FIRM #:	40676
Date:	AUG. 2025
Scale:	1/32" = 1'-0"
Page No.:	

KENNEBEC LAKE

100 YEAR FLOOD PLANE AS PER QCA

1290 BLUE HERON RIDGE ROAD

LOT 19, CON 7 KENNEBEC TWP., KENNEBEC LAKE
 PLAN # 1608 BLK T, PT LOT 25 & 40; RP 13R6514 PART 3
 ROLL # 103902001017710

FRONTAGE: 101 M (331.36')
 DEPTH: NORTH/SOUTH, SHORTEST TO LONGEST; 100 M-125 M (330' - 410')
 LOT AREA: 7850.9 M² (1.94 ACRES)
 USABLE AREA: (10 % OF LOT AREA) 785.09 M² (84 506.4 FT²)

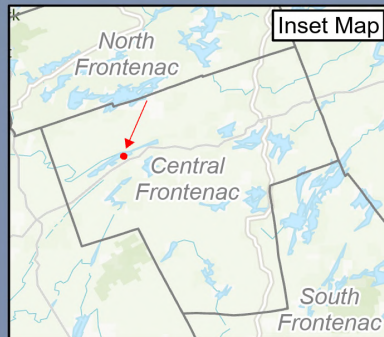




TOWNSHIP OF CENTRAL FRONTENAC

LOCK APPLICATION FOR MINOR VARIANCE (APPN-2025-0051)

1290 BLUE HERON RIDGE
GEOGRAPHIC TOWNSHIP OF KENNEBEC



Kennebec Lake




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.

QUINTE CONSERVATION - PLANNING ACT REVIEW

QC File No. PL0218-2025

Municipality:	Township of Central Frontenac		
Landowner / Agent:	Dave Locke and Irene Vanderpluym-Locke / Jeff and Julie Conner		
Location:	1290 Blue Heron Ridge Road	Part Lot 19, Concession 7	Kennebec
Roll #:	10390200101771000000		
Application Description:	Minor Variance Appl'n File No. APPN-2025-0051	Relief from Section 4.26.5. (a) and Section 5.6.2 of Township of Central Frontenac Zoning By-Law 2011-52 to allow for a 21.9 square metre screened porch addition to an existing cottage. The screened porch will be located 18 metres from the seasonal high-water mark of Kennebec Lake, where the Zoning By-law requires a 30-metre setback from the high-water mark.	
Regulated Feature:	Kennebec Lake		
Comments:	<p><u>Natural Hazard policies of the Provincial Planning Statement and Quinte Conservation Planning Act Review policy</u></p> <p>Conservation Authorities have Provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the Provincial Planning Statement (PPS) (2024). Natural hazards include areas subject to flooding, prone to erosion, dynamic beaches, and unstable bedrock. Generally, the policies of the PPS direct development to areas outside of hazard lands. Staff are satisfied that the application as presented is consistent with Section 5.2 of the PPS, as development can occur beyond hazard lands.</p> <p><u>Ontario Regulation #41/24 (Regulation of Prohibited Activities, Exemptions and Permits)</u></p> <p>The subject lands lie within the regulated area of Kennebec Lake (by virtue of Ontario Regulation #41/24 – Regulation of Prohibited Activities, Exemptions and Permits). As per the provided sketch with the minor variance application, the proposed addition will not encroach any closer to the top of the bank or to Kennebec Lake than the existing cottage, consistent with Quinte Conservation’s Policy Manual (dated May 2025).</p> <p>Please note that the owners will need to apply to the Conservation Authority for a permit prior to construction of the proposed addition. These planning comments do not constitute permission to develop within a Quinte Conservation regulated area. The permitting process is a separate process from the plan review process, and a separate fee will be applied to future permit application(s) to this office.</p> <p><u>Quinte Region Source Protection Plan</u></p> <p>Quinte Conservation provides Risk Management services as prescribed by the <i>Clean Water Act</i>, 2006 on behalf of member municipalities. Part of this is reviewing building and planning applications to ensure no new significant drinking water threats as outlined in the Quinte Region Source Protection Plan are created. Policies for significant threats in the Quinte Region Source Protection Plan are <u>not applicable</u> as the subject property lies outside of an intake protection zone or wellhead protection area for a municipal drinking water system. <u>As such no Section 59 Clearance Notice is required.</u></p> <p><u>Other Potential Township Studies</u></p> <p>As per Sections 21.1.1 and 21.1.2 of Ontario Regulation 596/22 (amendments made under the Conservation Authorities Act) as a result of the More Homes Built Faster Act, 2022, conservation authorities are no longer able to review or provide comment on Natural Heritage and</p>		

	Hydrogeology, nor is this office able to peer-review technical reports related to these matters. If the Township requests a hydrogeological assessment or Environmental Impact Study (EIS) it should be peer-reviewed by a qualified consultant.
Final Comments:	Quinte Conservation has <u>no objection</u> to the minor variance application as presented. A permit from this office will be required prior to construction of the proposed addition. Staff request that a copy of the decision on the application be forwarded to this office, when available.



 Sam Carney
 Planning Technician

October 1, 2025

 Date



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 7, Geographic Township of Kennebec

Address: 1290 Blue Heron Ridge

File Number: **APPN-2025-0051 (Locke)**

Owner(s): Dave Locke, Irene Vanderpluym-Locke

Applicant: Jeff & Julie Conner

Date of Meeting: November 25, 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 a single storey addition to an existing single storey, legal non-complying structure. The addition is proposed to be a covered screen porch. This addition will have an area of 21.9 square metres (236 square feet) and be located on the eastern side of the existing dwelling. This addition will be constructed farther from the high-water mark of Kennebec Lake than the existing dwelling with a waterbody setback of approximately 18 metres (59 feet).

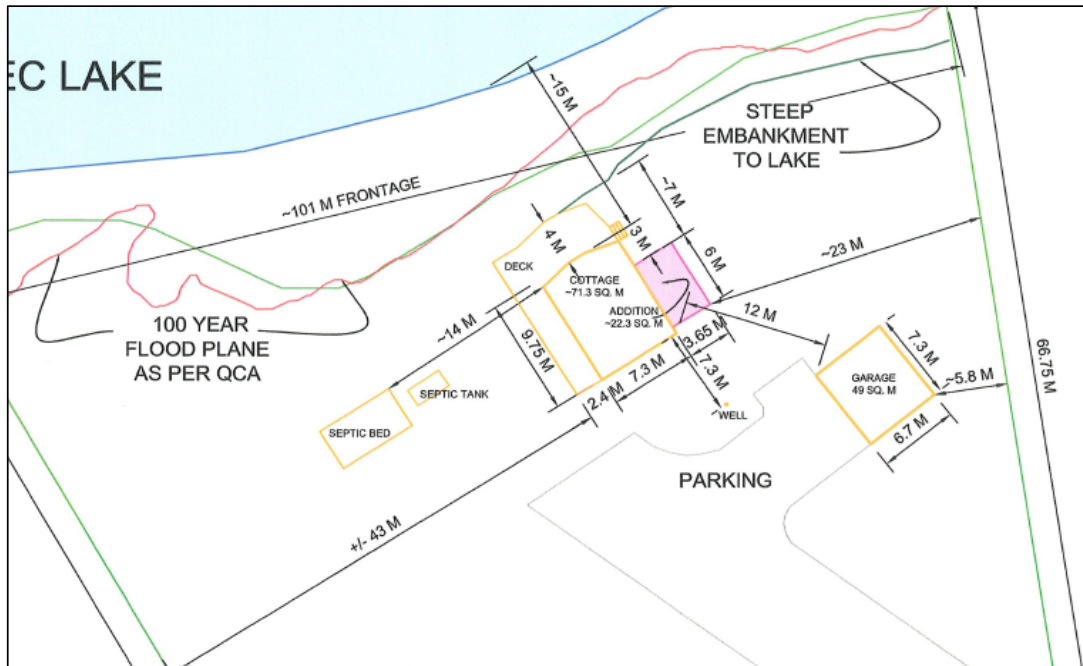


Figure 1: Sketch submitted with the application showing the existing dwelling (yellow outline), and the proposed addition area (pink box).

Existing Development

- The existing single-storey dwelling has a footprint of 71.4 square metres (768 square feet) and a waterbody setback of 15 metres (49.2 feet) to the high-water mark of Kennebec Lake, measured to the dwelling. There is an attached uncovered and unenclosed deck along the water side of the dwelling that wraps around to the western side of the structure. This deck has an area of 62.2 square metres (670 square feet) and reduces the overall waterbody setback by 4 metres (13 feet) to a minimum of 11 metres (36 feet).
- Garage with a footprint of 49 square metres (528 square feet) and a waterbody setback of approximately 34 metres (111.5 feet) from Kennebec Lake.
- Class 4 septic system.

Background Information

Information Category	Response
Official Plan designation	Rural Area and within the Waterfront District
Zoning	Waterfront Residential (RW)
Size (area) of subject property	0.78 hectares (1.93 acres)
Existing road frontage and access	Approximately 67.5 metres (269 feet) along Blue Heron Ridge
Waterfrontage	Approximately 92.8 metres (305 feet) on Kennebec Lake
Natural heritage features	Kennebec Lake
Existing Development	Dwelling, accessory structure, and septic system
Surrounding land uses	Developed waterfront residential lots along the shoreline of Kennebec Lake and Blue Heron Ridge

Public Notice

A notice was placed on the subject property, and a notice of the public meeting was posted to the Township website, 10 days in advance of the meeting, in accordance with Section 3(4.1) of Ontario Regulation 200/96 under the *Planning Act, R.S.O. 1990, c. P.13*. The alternative of posting on the Township website was necessary because staff were unable to mail out the public notice due to the Canada Post strike.

Pre-application Consultation

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

Comments

Quinte Conservation Authority (QCA)

This application was circulated for review to Quinte Conservation Authority. Comments dated October 1, 2025 indicated no objections to the application as submitted.

QCA staff are satisfied that the application as presented is consistent with Section 5.2 (Natural Hazards) of the PPS, as development can occur beyond identified hazard lands.

It was noted that the owners will need to apply to QCA for a permit prior to the construction of the proposed addition as it is located within their regulated area. The QCA permit process is separate from this Township planning approval process.

Septic Approval Authority

The proposed addition will not increase the amount of interior living space and as such, no upgrades are required to the existing septic system.

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 enlarged structure will have a total footprint of 155.5 square metres (1,674 square feet) which equals a lot coverage of 1.9 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 be located no closer to the high water mark of Kennebec Lake than the existing dwelling structure. The scale of the enlarged dwelling is in keeping with the other residential development along the shoreline of Kennebec Lake and Blue Heron Ridge.

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 Kennebec Lake.

Natural Heritage

The enlarged dwelling will have a lot coverage well under the maximum allowed within 60 metres of a waterbody and is not proposed to add any interior living space to the existing dwelling. As such this is considered to be a small-scale proposal. Further, the location of the existing dwelling makes it impossible to construct an addition that complies with the minimum required waterbody setback.

The proposed addition to the dwelling will not require any vegetation removal along the shoreline of Kennebec Lake or where the addition is proposed to be located. The enlarged dwelling will not further reduce the existing non-complying waterbody setback which aids in limiting potential negative impacts on Kennebec Lake.

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 Quinte Conservation Authority (QCA) 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, there will be no impact to the existing septic system as a result of this addition.

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 will increase the functionality of the dwelling for the owners and will not further reduce the existing non-complying waterbody setback.

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 existing vegetation along the shoreline and along the eastern lot line will screen the addition from view from the lake and the surrounding properties.

The proposed development is in keeping with the existing character of development along the shoreline of Kennebec 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-2025-0051, 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: Site Plan Drawing, dated August 2025

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-2025-0051 to:
 - a. Construct an addition to the existing dwelling located at 1290 Blue Heron Ridge. This addition shall be for a covered and screened porch and have a maximum area of 21.9 square metres (236 square feet) and be located on the eastern side of the existing dwelling. This addition shall have a waterbody setback of 18 metres (59 feet) from Kennebec Lake.
2. This permission does not include zoning relief for any other existing or future structures on the property.
3. Application number APPN-2025-0051 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. Prior to the issuance of a building permit for the addition described in Condition 1.a, the property owner shall complete a review of septic performance with the Township Building Department to ensure the enlarged dwelling can be appropriately serviced.
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).















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