



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

Tuesday, February 10, 2026 at 5:00 PM
Council Chambers, 14216 Road 38, Sharbot Lake, ON

Page


1. CALL TO ORDER

2. APPROVAL OF AGENDA

- a. Agenda of February 10, 2026
THAT the agenda of February 10, 2026 be adopted as presented [amended].

3. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF




4. APPROVAL OF MINUTES

- a. Minutes of January 13, 2026 3 - 8
[01-13-2026 - Minutes - Draft .docx](#) 
THAT the minutes of January 13, 2026 be adopted as presented [amended].

5. DEFERRED ITEMS

6. APPLICATIONS FOR CONSENT

7. APPLICATIONS FOR MINOR VARIANCE

- a. APPN-2025-0054 SMITH (MCKINNON) 9 - 52
[APPN-2025-0054 - Application](#) 
[APPN-2025-0054 - Sketch](#) 
[APPN-2025-0054 - Site Plan](#) 

[APPN-2025-0054 - Septic Sketch](#) 

[APPN-2025-0054 - Map](#) 

[APPN-2025-0054 - Mississippi Valley Conservaiton Authority Comments](#)


[APPN-2025-0054 - Planning Report](#) 

[APPN-2025-0054 - Photos from Site](#) 

b. APPN-2024-0020 HUSSEY

53 - 82

[APPN-2024-0020 - Application](#) 

[APPN-2024-0020 - Sketch](#) 

[APPN-2024-0020 - Map](#) 

[APPN-2024-0020- Quinte Conservaiton Authority Comments](#) 

[APPN-2024-0020 - Planning Report](#) 

Site visit was conducted August 8, 2024 with Quinte Conservation Authority

8. OTHER PLANNING BUSINESS

9. ADJOURNMENT

THAT this meeting be adjourned until March 10, 2026 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, January 13, 2026 at 5:00 PM

Council Chambers, 14216 Road 38, Sharbot Lake, ON

Roll Call

Members: Lynn Klages, Chair; Bill Everett, Acting Chair; Members: Frances Smith, Susan Irwin, Dan Meeks, Phillip Smith, Nicki Gowdy, Duncan McGregor.

Regrets: Cindy Kelsey, Member

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

1. CALL TO ORDER

2. APPOINTMENT OF CHAIR

a. Nomination

Motion No. 2026-01

Moved by: Phillip Smith

Seconded by: Susan Irwin

THAT Lynn Klages be nominated for the appointment of Chair of the Committee of Adjustment for 2026.

Carried

b. Voting

Motion No. 2026-02

Moved by: Phillip Smith

Seconded by: Susan Irwin

THAT Lynn Klages be acclaimed as Chair for the Committee of Adjustment for 2026.

Carried

- c. Acting Chair

Motion No. 2026-03

Moved by: Dan Meeks

Seconded by: Nicki Gowdy

THAT Bill Everett be appointed to act as chair for this meeting.

Carried

3. APPROVAL OF AGENDA

- a. Agenda of January 13, 2026

Motion No. 2026-04

Moved by: Nicki Gowdy

Seconded by: Duncan McGregor

THAT the agenda of January 13, 2026, be adopted as amended.

Carried

Section 2 on the agenda was amended to add item c) for the appointment of an acting chair for this meeting.

4. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

None.

5. APPROVAL OF MINUTES

- a. Minutes of November 25, 2025

[11-25-2025 - Minutes -Draft.docx](#) 

Motion No. 2026-05

Moved by: Susan Irwin

Seconded by: Lynn Klages

THAT the minutes of November 25, 2025, be adopted as presented.

Carried

6. DEFERRED ITEMS

None.

7. APPLICATIONS FOR CONSENT

None.

8. APPLICATIONS FOR MINOR VARIANCE

- a. APPN-2025-0056 - SAKELL

[APPN-2025-0056 - Application](#) 

[APPN-2025-0056 - Sketch](#) 

[APPN-2025-0056 - Map](#) 

[APPN-2025-0056 - Conservaiton Comments](#) 

[APPN-2025-0056 - Planning Report](#) 

APPN-2025-0056 - Photos from Site (not able to access lot due to seasonal road)

Motion No. 2026-06

Moved by: Duncan McGregor

Seconded by: Frances Smith

THAT Minor Variance application APPN-2025-0056 Sakell for Concession 1 Part Lot 15 Registered Plan 13R189;Part 9 & Part 11, Geographic Township Of Hinchinbrooke, Township Of Central Frontenac, be approved to permit a 6.7 square metre (72.12 square foot) addition to an existing cottage, resulting in a total building footprint of 133.5 square metres (1,437 square feet), and to permit the enclosure of a portion of the existing deck to create a screened porch. Permission is also requested for the installation of a septic system.

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

Jennie Kapusta presented an overview of the application details and planning opinion.

Phillip Smith asked why a minor variance is being requested for the septic. He commented that on the drawing there appears to be an area where the septic could be installed to the rear of the property.

Tyson Myers, agent for the applicant, remarked that several constraints limit the placement of the septic including, available parking area, turnaround space for emergency vehicles, ability to maintain an adequate separation distance between the well and the proposed septic system and the conditions of the site being mostly rock and not suitable for septic.


No further questions were asked.

The motion was carried.

b. APPN-2025-0057 - HOTSON

[APPN-2025-0057 - Application](#) 

[APPN-2025-0057 - Sketch](#) 

[APPN-2025-0057 - Map](#) 

APPN-2025-0057 - Conservation Comments (None required as conservation has issued a permit, received with the application)

[APPN-2025-0057 - Planning Report](#) 

[APPN-2025-0057 - Photos from Site](#) 

Motion No. 2026-07

Moved by: Susan Irwin

Seconded by: Dan Meeks

THAT Minor Variance application APPN-2025-0057 Hotston for Concession 10 Part Lot 7 Registered Plan 13R7661;Parts 1 to 3, 1082 Breen Lane, Geographic Township Of Hinchinbrooke, Township Of Central Frontenac, be approved to allow for the construction of a dwelling with a foot print of 133.8 square metre (1440 square feet), an attached covered porch with a footprint of 33.45 square metre (360 square feet), and a septic system to service the dwelling, all of which are 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

Jennie Kapusta presented an overview of the application details and planning opinion.

Matthew Hotson, applicant, thanked staff and the committee for their work on this and further commented that there is not intended to be any grading of the site.

Phillip Smith reiterated his question from the previous item, noting that there appears to be an area outside the required setback where the septic system could be installed without the need for a variance, and requested clarification on the rationale for the decision.

Jennie Kapusta commented based on her site visit and the design information submitted she is not sure the area being referred to would be suitable for septic installation.

Nicole Brown-Maclauchlan, agent, commented that the septic designer did locate the system as far back from the water as possible, but the property is limited.

No further questions were asked.

The motion was carried.

9. OTHER PLANNING BUSINESS

None.

10. ADJOURNMENT

Motion No. 2026-08

Moved by: Phillip Smith

Seconded by: Nicki Gowdy

THAT this meeting be adjourned until February 10, 2026 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 5:32 p.m.

Abigail McKinnon, Secretary
Treasurer

Lynn Kalges, 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-2025-0054

**FRANCES SMITH
(ABIGAIL MCKINNON)**



**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>Frances Smith</i>	Name of Agent* (see below) <i>Abigail McKinnon</i>
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): <i>17860 Road 509 / 1039 - 080-040-26800</i>	
Lot(s): <i>PT LT 17</i>	Concession(s): <i>2</i>
Registered Plan Number: [REDACTED]	Part Number(s): [REDACTED]
Geographic Township (Former Township): <i>050</i>	



2.2: Site Characteristics

Average Depth (m): 175 m	Area (ha): 7.79 ac
Road/Water Frontage (m): 175 m	Other:
Adjacent Body of Water (if applicable):	

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	Home	Shed		
Setback to Front Lot Line (m)	37.89 m	39.8 m		
Setback to Rear Lot Line (m)	132.9 m	132.9 m		
Setback to Side Lot Line (m)	40 m	22 m		
Setback to Side Lot Line (m)	128 m	150 m		
Height (m)	2 Storey	10 feet		
Building Footprint (m ²)	576 #	200 #		
Year of Construction	Unknown	Unknown		

4. EXISTING USES

	Subject Property	Abutting Property to North	Abutting Property to East	Abutting Property to South	Abutting Property to West
Official Plan Designation	Rural	Rural	Rural	Rural	Rural
Zoning	Rural	Rural	Rural	Rural	Rural
Primary Use	Residential	Residential	Residential	Residential	Residential

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

If yes, please indicate Severance Application File No.



5. BY-LAW REQUIREMENTS

Please indicate zone requirements of the subject property

Requirements/Setbacks	Main Building	Accessory Buildings
Front Yard (waterfront) (m)	7m	7m
Front Yard (back lot) (m)		
Rear Yard (m)	7m	
Side Yard (m)	3m / 7m (exterior)	1m
Maximum Building Height (m)	10m	6m
Minimum Lot Coverage (%)	15%	5%

6. NATURE OF APPLICATION

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

b) Section(s) pertaining to variance request

7. REASON FOR MINOR VARIANCE

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

I am requesting a minor variance, because my house is an existing legal non-conforming structure and we need an addition to provide more interior living space. We can not extend toward the road as that is where our septic is located.



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 checked="" 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 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 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 checked="" 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.



10. HISTORY OF THE PROPERTY

- Date subject property was acquired by current owner(s):
- 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.

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

November 3, 2025

DATE

[Redacted Signature]

SIGNATURE OF OWNER

FRANCES SMITH

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

[Redacted Initials]

INITIALS



15. AFFIDAVIT OR SWORN DECLARATION

I, Abigail McKinnan 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 3rd day of November, 2025.
Name Month Year

Cathy MacMunn Commissioner of Oaths
Cathy MacMunn, AMCT, ACST Applicant or Agent
CAO/Clerk Commissioner, ETC.
 Township of Central Frontenac

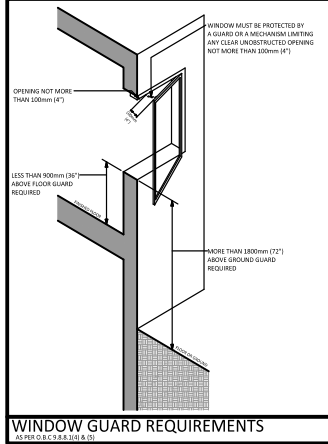
16. AGENT AUTHORIZATION (if applicable)

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

[Redacted Signature] Oct 31/25
Owner's Signature Date

Cathy MacMunn Cathy MacMunn
Witness' Signature Print Name of Witness



BUILDING SPECIFICATIONS (minimum)
AS PER 98-12 TABLE 3.1.1.1 (UP) COMPLIANCE PACKAGE "ZONE 1"

BUILDING COMPONENT	R-VALUE	BUILDING COMPONENT	EFFICIENCY RATINGS
THERMAL INSULATION		WINDOWS & DOORS	
CEILING WITH ATTIC SPACE	R60	WINDOWS/SLIDING GLASS DOORS	29 (ENERGY RATING)
CEILING WITHOUT ATTIC SPACE	R31	SKYLIGHTS	0.49 (U-VALUE)
EXPOSED FLOOR	R35	MECHANICALS	
WALLS ABOVE GRADE	R19+Sci	SPACE HEATING EQUIPMENT	EXISTING
BASEMENT WALLS	R12+10ci	HRV EFFICIENCY (%)	75%
SLAB (ALL >2'-0" BELOW GRADE)	R10	DHW HEATER (EF)	N/A
SLAB (EDGE ONLY = 2'-0" BELOW GRADE)	R10	CLIMATIC ZONE	ZONE 1
SLAB (ALL = 2'-0" BELOW GRADE OR HEATED)	R10	SPACE HEATING FUEL SOURCE	GAS

WINDOW SCHEDULE

UNIT	DISCRPTION	R.S.O	OPERATOR	
A	CASEMENT	49" X 49"	YES	ALL WINDOWS TO CONFORM TO CSA A440S1 AS PER O.B.C. 9.7.4 WINDOW OPERATORS AND GRILLS AS SHOWN ON ELEVATIONS ALL WINDOWS TO BE LOW 'E' ARGON GAS RESTRICTORS REQUIRED FOR WINDOWS WHERE SILL IS LESS THAN 900mm (2'-11") ABOVE INTERIOR OR LESS THAN 1800mm (5'-11") ABOVE GROUND/FLOOR ON OTHER SIDE OF WINDOW
B	CASEMENT	73" X 49"	YES	
C	CASEMENT	25" X 37"	YES	
D	SLIDER	48" X 36"	YES	

TOTAL GLAZED OPENINGS - ADDITION ONLY

TOTAL AREA OF EXTERIOR WALLS	1,409.0 SQ.FT
TOTAL AREA OF GLAZED OEPINGS	182.0 SQ.FT
TOTAL PERCENTAGE OF GLAZED OPENINGS	12.9 %

IE UNDERSIGNED HAS REVIEWED AND TAKES THE RESPONSIBILITY FOR THIS DESIGN, HAS QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE BUILDING CODE TO BE A DESIGNER
SDUTCH DESIGN 205544 BCIN
SIGNER *[Signature]* 38999 BCIN

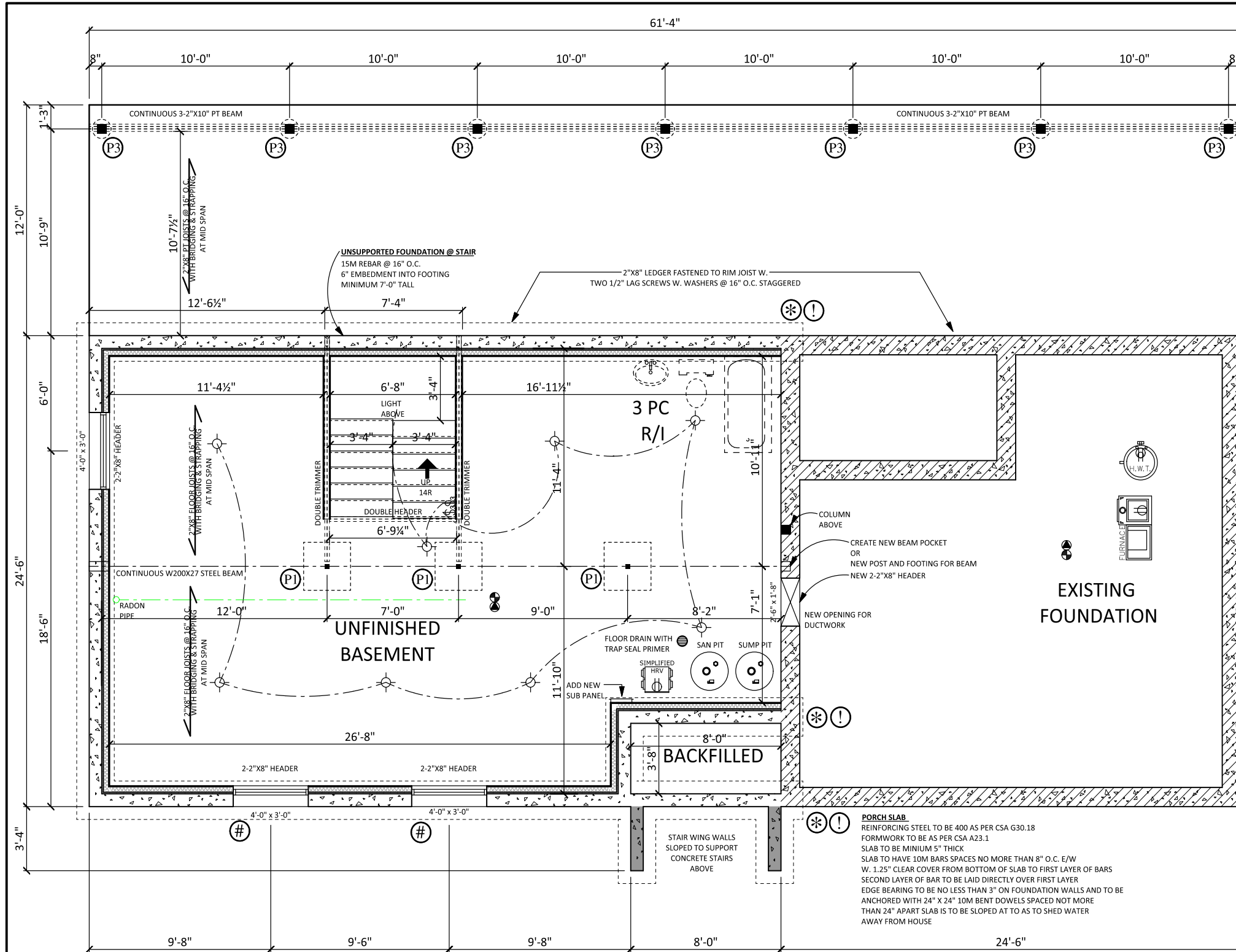
ELEVATIONS
THESE PLANS FOR THE BASIS FOR PERMIT ISSURANCE AND ANY DEVIATION FROM THESE PLANS AND DETAILS; INCLUDING THE VENTILATION OR HEATING SYSTEMS, WOOD STOVES, FIREPLACES, DECKS, BALCONIES AND FINISHED BASEMENT, WILL REQUIRE A REVISED DRAWING AND CLEARANCE BY THE BUILDING INSPECTION DEPARTMENT

AREA 0000.0 ft²
THIS PLAN IS DESIGNED AND IS TO BE BUILT IN ACCORDANCE WITH THE 2024 ONTARIO BUILDING CODE

LOCATION
**17860 HWY 509
SHARBOT LAKE, ON.**

SCALE 1/8" = 1'-0"
DATE OCTOBER 27, 2025
DRAWN BY JORDAN VAN LEUKEN

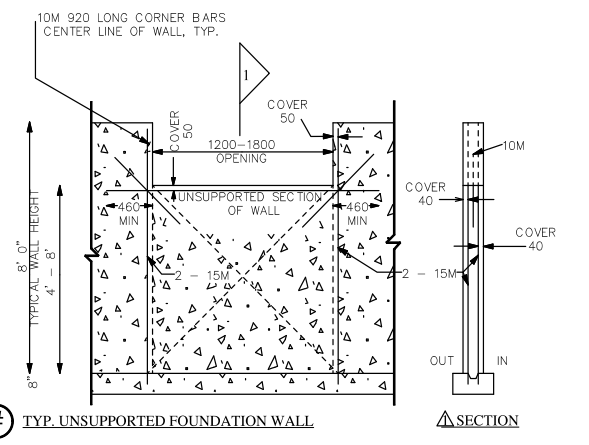
A1
1 of 7



- ! FOUNDATION CONNECTION
10M BARS @ 8" O.C. DRILLED INTO EXISTING FOUNDATION AND EPOXY IN. MINIMUM OF 6" EMBEDMENT WITH 12" INTO NEW FOUNDATION WALL
 - * FOOTING CONNECTION
10M BARS @ 8" O.C. DRILLED INTO EXISTING FOOTING AND EPOXY IN. MINIMUM OF 6" EMBEDMENT WITH 12" INTO NEW FOOTING
- | | |
|----|--|
| P1 | REDJACK 3.0 (R30X108)
FACTORED RESISTANCE: 37,600 lbs
FOOTING PER MITek DESIGN
75kPa SOIL BEARING
30" X 30" X 9" C/W
3-10M - 12" O.C. E/W |
| P2 | 3-2" X 6" BUILT UP COLUMN
ON 25" X 25" X 10"
CONCRETE FOOTING |
| P3 | PIER NOT SUPPORTING ROOF
12" dia. SONO TUBE
32MPa CONCRETE
W. 5-8% AIR ENTRAINMENT
6" POST SADDLE
6" X 6" PT COLUMN |

- GENERAL NOTES**
- SMOKE ALARMS SHALL BE WIRED SO THAT WHEN ONE ALARM SOUNDS, ALL ALARMS WILL SOUND
 - ALL WORK TO BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE CODES HAVING JURISDICTION
 - THESE PLANS SHALL BE CONSIDERED 'NOT FOR CONSTRUCTION' UNTIL THEY ARE APPROVED BY THE LOCAL BUILDING INSPECTOR
 - DRAWINGS, SPECIFICATIONS AND RELATED DOCUMENTS ARE THE COPYRIGHT PROPERTY OF THE DESIGNER
 - CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND SHALL REPORT ANY DISCREPANCY TO THE DESIGNER BEFORE PROCEEDING
 - DRAWING FINISH GRADE ELEVATIONS ARE APPROXIMATE ONLY & MAY BE ALTERED DUE TO EXISTING OR PROPOSED FINISH GRADED REQUIREMENTS
 - COVERS FOR SUMP PITS SHALL BE DESIGNED TO RESIST REMOVAL BY CHILDREN
 - THE GENERAL CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCY TO THE DESIGNER.
 - DRAWINGS SHALL NOT BE SCALED
 - EXISTING FORCED AIR DUCTS TO BASEMENT TO BE CAPPED FORCED AIR SYSTEM TO BE RE-BALANCED FOR UPPER UNIT
 - SUPPORTING ELEMENTS TO BE FIRE PROTECTED EQUIVALENT TO THE SUPPORTED ASSEMBLY
 - PROVIDE MIXING VALVE ON EXISTING WATER HEATER
 - PROVIDE ACCESS PANELS FOR ALL CLEANOUTS - MAY BE REQUIRE FRR

- CONCRETE 20 MPa
- REINFORCING STEEL 400 MPa
- THE WALL AROUND THE OPENING IS REINFORCED TO WITHSTAND THE SOIL PRESSURE
- ASSUMED LATERAL LOAD FROM SOIL PRESSURE 4.7 KPa PER METER OF DEAPTH



THE UNDERSIGNED HAS REVIEWED AND TAKES THE RESPONSIBILITY FOR THIS DESIGN, HAS QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE BUILDING CODE TO BE A DESIGNER

BIGDUTCH DESIGN 205544
FIRM BCIN

DESIGNER *Jordan Van Leuken* 38999 BCIN

BASEMENT

THESE PLANS FOR THE BASIS FOR PERMIT ISSURANCE AND ANY DEVIATION FROM THESE PLANS AND DETAILS, INCLUDING THE VENTILATION OR HEATING SYSTEMS, WOOD STOVES, FIREPLACES, DECKS, BALCONIES AND FINISHED BASEMENT, WILL REQUIRE A REVISED DRAWING AND CLEARANCE BY THE BUILDING INSPECTION DEPARTMENT

AREA 1,726.1 ft²

LOCATION 17860 HWY 509 SHARBOT LAKE, ON.

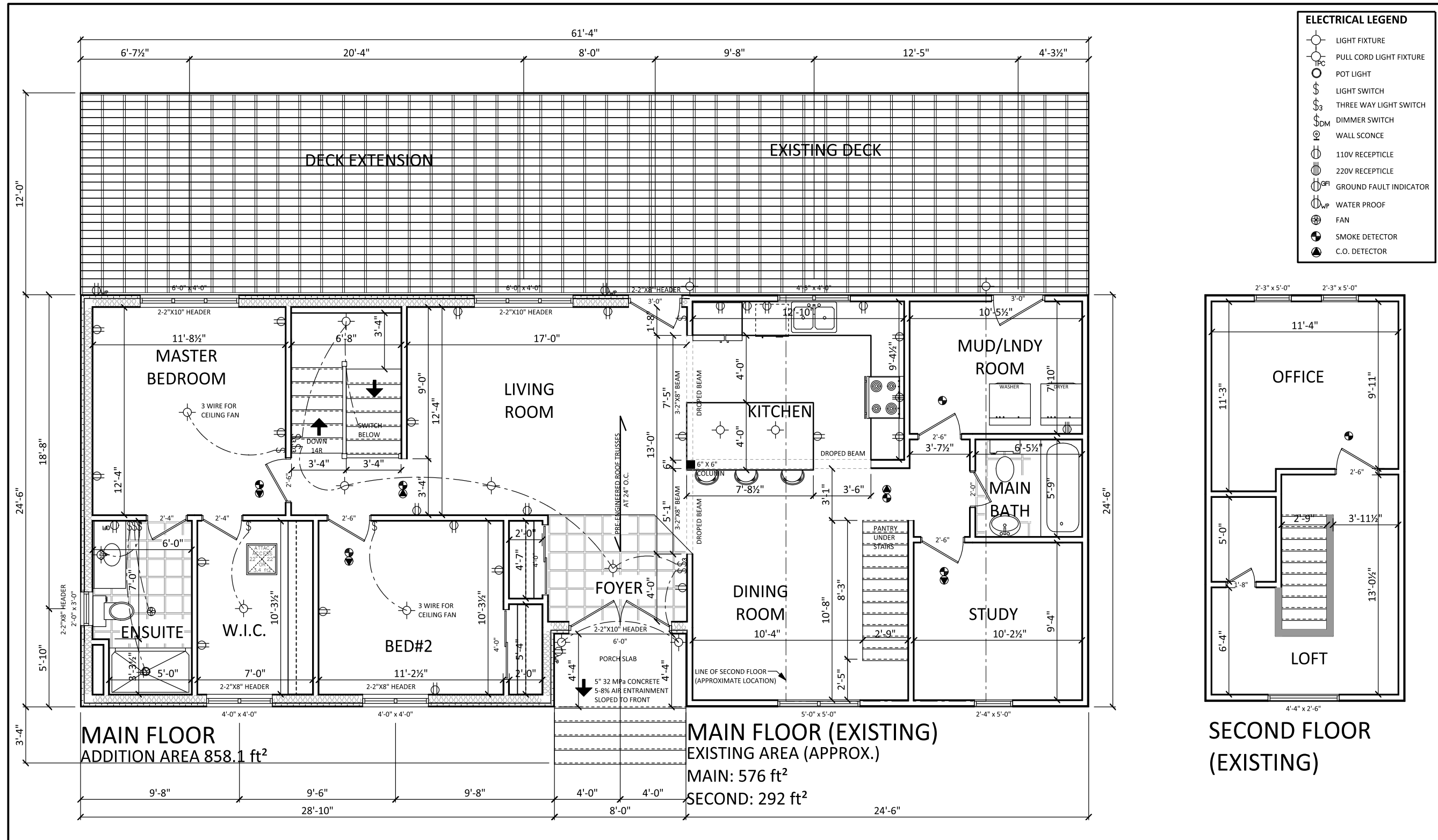
SCALE 3/16" = 1'-0"

DATE OCTOBER 27, 2025

DRAWN BY JORDAN VAN LEUKEN

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THE UNDERSIGNED HAS REVIEWED AND TAKES THE RESPONSIBILITY OR THIS DESIGN, HAS QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE BUILDING CODE TO BE A DESIGNER

GDUTCH DESIGN 205544 BCIN

IRMSIGNER *Jordan Van Leuken* 38999 BCIN

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MAIN & LOFT

THESE PLANS FOR THE BASIS FOR PERMIT ISSURANCE AND ANY DEVIATION FROM THESE PLANS AND DETAILS; INCLUDING THE VENTILATION OR HEATING SYSTEMS, WOOD STOVES, FIREPLACES, DECKS, BALCONIES AND FINISHED BASEMENT, WILL REQUIRE A REVISED DRAWING AND CLEARANCE BY THE BUILDING INSPECTION DEPARTMENT

AREA 1,726.1 ft²

THIS PLAN IS DESIGNED AND IS TO BE BUILT IN ACCORDANCE WITH THE 2024 ONTARIO BUILDING CODE

LOCATION 17860 HWY 509 SHARBOT LAKE, ON.

SCALE 3/16" = 1'-0"

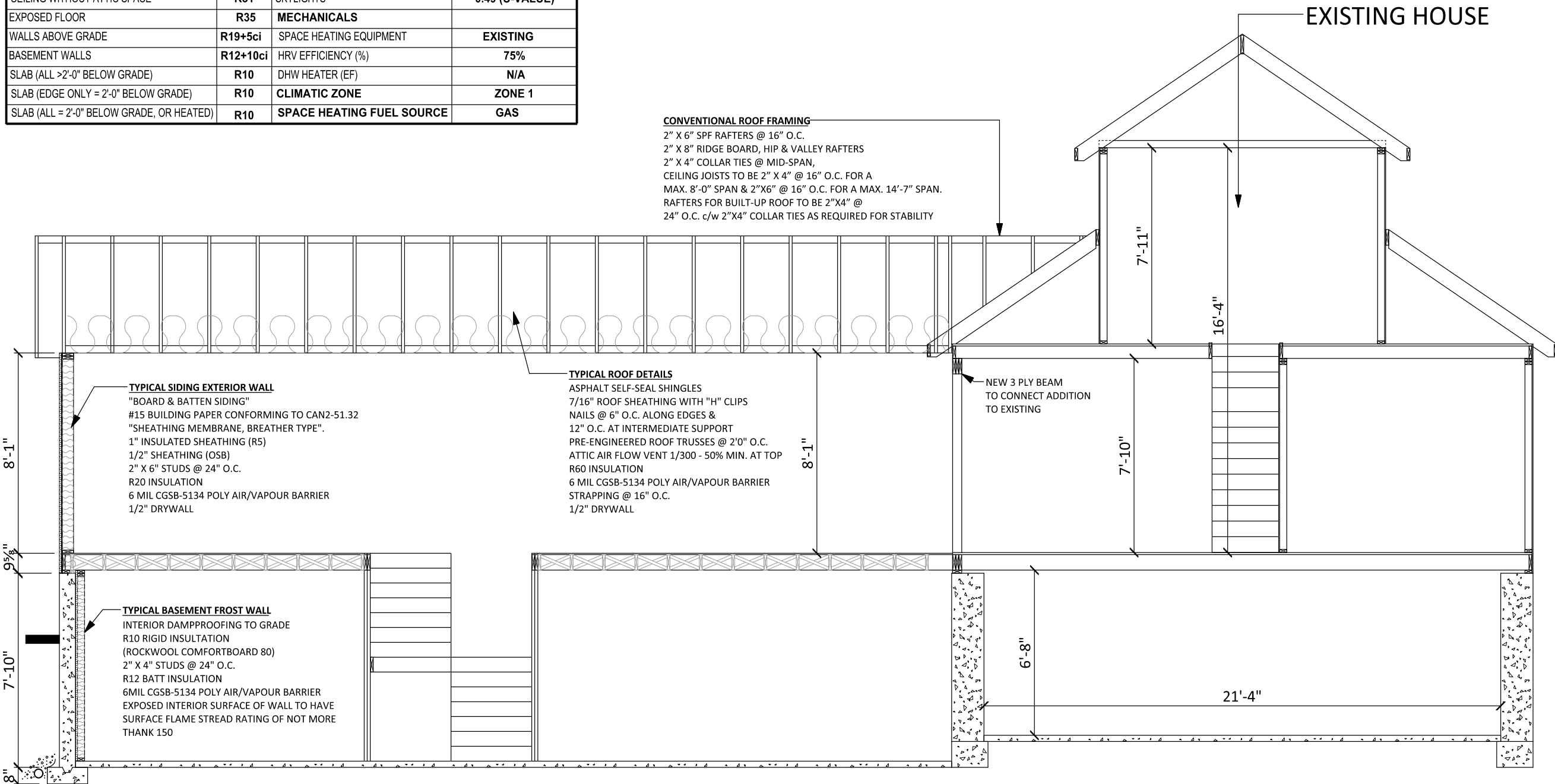
DATE OCTOBER 27, 2025

DRAWN BY JORDAN VAN LEUKEN

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BUILDING SPECIFICATIONS (minimum)			
AS PER SB-12 TABLE 3.1.1.11(IP) COMPLIANCE PACKAGE "ZONE 1"			
BUILDING COMPONENT	R-VALUE	BUILDING COMPONENT	EFFICIENCY RATINGS
THERMAL INSULATION			
CEILING WITH ATTIC SPACE	R60	WINDOWS/SLIDING GLASS DOORS	29 (ENERGY RATING)
CEILING WITHOUT ATTIC SPACE	R31	SKYLIGHTS	0.49 (U-VALUE)
EXPOSED FLOOR	R35	MECHANICALS	
WALLS ABOVE GRADE	R19+5ci	SPACE HEATING EQUIPMENT	EXISTING
BASEMENT WALLS	R12+10ci	HRV EFFICIENCY (%)	75%
SLAB (ALL >2'-0" BELOW GRADE)	R10	DHW HEATER (EF)	N/A
SLAB (EDGE ONLY = 2'-0" BELOW GRADE)	R10	CLIMATIC ZONE	ZONE 1
SLAB (ALL = 2'-0" BELOW GRADE, OR HEATED)	R10	SPACE HEATING FUEL SOURCE	GAS



CONVENTIONAL ROOF FRAMING
 2" X 6" SPF RAFTERS @ 16" O.C.
 2" X 8" RIDGE BOARD, HIP & VALLEY RAFTERS
 2" X 4" COLLAR TIES @ MID-SPAN,
 CEILING JOISTS TO BE 2" X 4" @ 16" O.C. FOR A
 MAX. 8'-0" SPAN & 2" X 6" @ 16" O.C. FOR A MAX. 14'-7" SPAN.
 RAFTERS FOR BUILT-UP ROOF TO BE 2" X 4" @
 24" O.C. c/w 2" X 4" COLLAR TIES AS REQUIRED FOR STABILITY

TYPICAL SIDING EXTERIOR WALL
 "BOARD & BATTEN SIDING"
 #15 BUILDING PAPER CONFORMING TO CAN2-51.32
 "SHEATHING MEMBRANE, BREATHER TYPE".
 1" INSULATED SHEATHING (R5)
 1/2" SHEATHING (OSB)
 2" X 6" STUDS @ 24" O.C.
 R20 INSULATION
 6 MIL CGSB-5134 POLY AIR/VAPOUR BARRIER
 1/2" DRYWALL

TYPICAL ROOF DETAILS
 ASPHALT SELF-SEAL SHINGLES
 7/16" ROOF SHEATHING WITH "H" CLIPS
 NAILS @ 6" O.C. ALONG EDGES &
 12" O.C. AT INTERMEDIATE SUPPORT
 PRE-ENGINEERED ROOF TRUSSES @ 2'0" O.C.
 ATTIC AIR FLOW VENT 1/300 - 50% MIN. AT TOP
 R60 INSULATION
 6 MIL CGSB-5134 POLY AIR/VAPOUR BARRIER
 STRAPPING @ 16" O.C.
 1/2" DRYWALL

TYPICAL BASEMENT FROST WALL
 INTERIOR DAMPPROOFING TO GRADE
 R10 RIGID INSULATION
 (ROCKWOOL COMFORTBOARD 80)
 2" X 4" STUDS @ 24" O.C.
 R12 BATT INSULATION
 6MIL CGSB-5134 POLY AIR/VAPOUR BARRIER
 EXPOSED INTERIOR SURFACE OF WALL TO HAVE
 SURFACE FLAME STREARD RATING OF NOT MORE
 THAN 150

I, UNDERSIGNED HAS REVIEWED AND TAKES THE RESPONSIBILITY
 FOR THIS DESIGN, HAS QUALIFICATIONS AND MEETS THE
 REQUIREMENTS SET OUT IN THE BUILDING CODE TO BE A DESIGNER
 DUTCH DESIGN 205544 BCIN
 M
 SIGNER *Jordan Van Leuken* 38999 BCIN

EXT. SECTION
 THESE PLANS FOR THE BASIS FOR PERMIT ISSURANCE AND ANY DEVIATION FROM THESE
 PLANS AND DETAILS; INCLUDING THE VENTILATION OR HEATING SYSTEMS, WOOD STOVES,
 FIREPLACES, DECKS, BALCONIES AND FINISHED BASEMENT, WILL REQUIRE A REVISED
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AREA 0000.0 ft²
 LOCATION
 17860 HWY 509
 SHARBOT LAKE, ON.

SCALE 1/4" = 1'-0"
 DATE OCTOBER 27, 2025
 DRAWN BY JORDAN VAN LEUKEN

A4
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9.4.2.2 SPECIFIED SNOW LOAD

S = Cb • Ss + Sr
 Cb = 0.55
 Ss = 2.1kPa (SB-1 TABLE 2 - KINGSTON)
 Sr = 0.4 kPa (SB-1 TABLE 2 - KINGSTON)
 S = 0.55 • 2.1 + 0.4
 S = 1.555 kPa < 2.0 kPa

TYPICAL FOOTING & GROUND DETAILS

MINIMUM SOIL BEARING CAPACITY TO BE 75 kPa

PERIMETER FOOTINGS

20" X 8" FOOTING WITH KEY FOR WALLS
 ON UNDISTURBED SOIL OR ROCK
 6" CLEAN STONE OVER BIG 'O'
 4" BIG 'O' AROUND HOUSE FOUNDATION

NOTE:

AS PER TABLE 9.12.2.2. MINIMUM DEPTH OF FOUNDATION IS NIL WHEN FORMED ON ROCK

TYPICAL POURED FOUNDATION WALL

PARGING TO EXTERIOR OF WALL
 FOUNDATION COATING TO GRADE ON EXTERIOR
 TAR PAPER INTERIOR
 8" - 20 MPA POURED CONCRETE
 (AS NOTED ON PLANS)

TYPICAL BASEMENT FROST WALL

INTERIOR DAMPPROOFING TO GRADE
 R10 RIGID INSULATION (ROCKWOOL COMFORTBOARD 80)
 2" X 4" STUDS @ 24" O.C.
 R12 BATT INSULATION
 6MIL CGSB-5134 POLY AIR/VAPOUR BARRIER
 EXPOSED INTERIOR SURFACE OF WALL TO HAVE SURFACE FLAME STREARD RATING OF NOT MORE THAN 150

BASEMENT SLAB

3" MIN. 15 MPa CONCRETE SLAB
 6 mil POLY. UNDER SLAB
 5" CLEAN STONE
 NOTE: 25 MPa CONCRETE IF NO POLY.

TYPICAL WATER PROOFING

FOUNDATION WALL WATER PROOFING TO BE PROVIDED BY "TUFF-N-DRI" OR SIMILAR APPROVED PROPRIETARY WATER PROOFING INSTALLED IN ACCORDANCE WITH MANUFACTURERS INSTRUCTIONS. PROTECTION LAYER TO BE PROVIDED AS PER 9.13.3.4.(3)

BUILDING SAFETY DETAILS

C.O. DETECTOR INTERCONNECTED A.C. SMOKE DETECTOR W. BATTERY ADJACENT TO ALL SLEEPING AREA'S
 INTERCONNECTED A.C. SMOKE DETECTOR W. BATTERY IN ALL SLEEPING AREA'S (BEDROOMS)
 ALL SMOKE ALARMS TO BE INSTALLED SHALL COME WITH A VISUAL SIGNALLING COMPONENT SUCH AS A CLEAR, NOMINAL WHITE LIGHT W. A MINIMUM LUMINOUS INTENSITY OF 172 cd AS PER 9.10.19.1

AT LEAST ONE WINDOW IN A FLOOR LEVEL CONTAINING BEDROOMS TO BE OPENABLE FROM THE INSIDE WITHOUT TOOLS, HAVE OPENABLE AREA OF MIN. 3.77 ft² (0.35 m²) AND TO HAVE A MAX. SILL HEIGHT OF 3'-3" (1.0 m) ABOVE FLOOR LEVEL, TO COMPLY WITH O.B.C. 9.9.10.1

RESTRICTORS REQUIRED FOR WINDOWS WHERE SILL IS LESS THAN 900mm (2'-11") ABOVE INTERIOR OR LESS THAN 1800mm (5'-11") ABOVE GROUND/FLOOR ON OTHER SIDE OF WINDOW

TYPICAL SIDING EXTERIOR WALL

"BOARD & BATTEN SIDING"
 #15 BUILDING PAPER CONFORMING TO CAN2-51.32
 "SHEATHING MEMBRANE, BREATHER TYPE".
 1" INSULATED SHEATHING (R5)
 1/2" SHEATHING (OSB)
 2" X 6" STUDS @ 24" O.C.
 R20 INSULATION
 6 MIL CGSB-5134 POLY AIR/VAPOUR BARRIER
 1/2" DRYWALL
 AIR BARRIER TO BE CONTINUOUS.
 1/2" ANCHOR BOLTS @ MAX. 6'0" O.C. & WITHIN 24" OF A CORNER
 2" X 6" SILL PLATE W. ETHA-FOAM SILL GASKET

TYPICAL ROOF DETAILS

ASPHALT SELF-SEAL SHINGLES
 7/16" ROOF SHEATHING WITH "H" CLIPS
 NAILS @ 6" O.C. ALONG EDGES & 12" O.C. AT INTERMEDIATE SUPPORT
 PRE-ENGINEERED ROOF TRUSSES @ 2'0" O.C.
 ATTIC AIR FLOW VENT 1/300 - 50% MIN. AT TOP
 R60 INSULATION
 6 MIL CGSB-5134 POLY AIR/VAPOUR BARRIER
 STRAPPING @ 16" O.C.
 1/2" DRYWALL
 #28 FIBREGLASS BASE SHEET EAVE PROTECTION
 MIN. 3'-0" UP ROOF SLOPE AND MIN. 12" BEYOND INNER FACE OF EXTERIOR WALLS. EAVE PROTECTION TO COMPLY WITH O.B.C. CLAUSE 9.26.5

ALUMINUM VENTED SOFFIT
 2" X 6" FASCIA BACKING
 ALUMINUM FASCIA

ALL ROOF OVERHANGS AT GABLES AND EAVES TO BE 18" FROM FINISHED FACE OF BUILDING.

FLASHING TO BE INSTALLED AS PER O.B.C.

3 1/2" X 3 1/2" X 1/4" STEEL
 LINTLES OVER ALL OPENINGS TO SUPPORT BRICK VENEER (EXCEPT WHERE SHOWN OTHERWISE)

PORCH SLAB

REINFORCING STEEL TO BE 400 AS PER CSA G30.18
 FORMWORK TO BE AS PER CSA A23.1
 SLAB TO BE MINIMUM 5" THICK
 SLAB TO HAVE 10M BARS SPACES NO MORE THAN 8" O.C. E/W
 W. 1.25" CLEAR COVER FROM BOTTOM OF SLAB TO FIRST LAYER OF BARS
 SECOND LAYER OF BAR TO BE LAID DIRECTLY OVER FIRST LAYER
 EDGE BEARING TO BE NO LESS THAN 3" ON FOUNDATION WALLS AND TO BE ANCHORED WITH 24" X 24" 10M BENT DOWELS SPACED NOT MORE THAN 24" APART SLAB IS TO BE SLOPED AT TO AS TO SHED WATER AWAY FROM HOUSE

FRAMING DETAILS

AIR BARRIER TO BE CONTINUOUS.
 INSULATED DOOR WITH DEADBOLT, BLOCKING AS PER O.B.C. 9.7.4 WITH WEATHER STRIPPING AND SELF CLOSER AS PER O.B.C. 9.10.13.15
 5/8" T & G SUB-FLOOR GLUED & SCREWED
 PRE-ENGINEERED FLOOR JOISTS
 (BRIDGING AND STRAPPING AS NOTED ON PLANS).

MULTIPLE STUDS:
 DOUBLE STUD UNDER DOUBLE JOISTS ETC.
 TRIPLE STUD UNDER TRIPLE JOISTS ETC.
 DOUBLE JOIST UNDER ALL WALLS OVER 7'-0" LONG.
 DOUBLE HEADER AROUND ALL STAIR OPENINGS.

NON PRESSURE TREATED WOOD FRAMING SUPPORTED ON CONCRETE IN CONTACT WITH THE GROUND TO BE SEPARATED FROM THE CONCRETE WITH POLYETHYLENE FILM, NOT LESS THAN 2 mil THICK

ALL PARTITIONS RUNNING PARALLEL TO THE SPAN OF THE FLOOR JOISTS TO BE SUPPORTED ON DOUBLE JOISTS.

BLOCKING FOR PARTITIONS RUNNING PARALLEL TO FLOOR JOISTS TO BE 2"x4" LUMBER SPACED NOT MORE THAN 3'-11" APART AS PER O.B.C. 9.23.9.8

1" X 3" STRAPPING NAILED TO UNDERSIDE OF FLOOR JOISTS EACH SIDE OF STEEL BEAM TO PROVIDE LATERAL RESTRAINT
 GUARDS TO BE DESIGNED TO MEET O.B.C. 9.8.8 AND SB-7 OF THE SUPPLEMENTARY STANDARDS

2-2"x10" HEADERS OVER ALL OPENINGS, EXCEPT WHERE SHOWN OTHERWISE, WITH INSULATION BETWEEN HEADERS.

CONTINUOUS STUDS:

DOUBLE HEIGHT STUD WALLS (WALLS GREATER THAN 16'0")
 AS PER 9.23.10.1 (2)
 EXTERIOR CLADDING
 R5 INSULATED SHEATHING
 3/8" OSB SHEATHING ON EXTERIOR
 2" x 6" STUDS @ 12" O.C.
 BLOCKING @ 3'-11"
 BATT INSULATION
 MIN. 1/2" DRYWALL

TYPICAL STAIR & LANDING DETAILS

TYPICAL STAIRS:
 RISE 7 7/8" MAX.
 RUN 10" MIN.
 TREAD 11" MIN.
 HEADROOM 6'6" MIN.
 WIDTH 2'10" MIN.

TYPICAL RAILING:
 36" MIN. AT LANDING
 35" MIN. AT STAIRS
 36" MAX. AT STAIRS
 4" MAX. OPENING

INTERIOR LANDING
 2"x6" JOISTS @ 12" O.C. CORNER POST(S) 2-2"x4"
 STUDS DOUBLE JOIST AT LEADING EDGE
 GUARDS TO BE DESIGNED TO MEET O.B.C. 9.8.8 AND SB-7 OF THE SUPPLEMENTARY STANDARDS

BASEMENT STAIRS TO HAVE 2" X 4" NON-LOADBEARING PARTITION TO EACH SIDE, DRYWALL TO FLOOR LEVEL ON STAIRCASE FACES TO PROVIDE GUARD.

HVAC & PLUMBING DETAILS

ALL SHOWER TO HAVE PRESSURE BALANCED VALVES INSTALLED AND 4.8 LITRE CISTERNS TO W.C.'S THERMOSTATICALLY CONTROLLED MIXING VALVES AT WATER HEATER SOURCE.
 ALL INTAKE VENTS TO BE INSTALLED AT A MINIMUM 17 3/4" ABOVE FINISHED GRADE LEVEL AS PER 9.32.3.12(3)

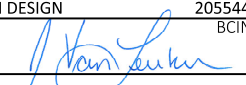
ALL THERMOSTATS TO BE PROGRAMMABLE TYPE TO CONFIRM TO 12.3.1.3.(2)
 ALL RESIDENTIAL FURNACES TO BE EQUIPPED WITH A BRUSHLESS DIRECT CURRENT MOTOR AS PER 12.3.1.5 (1)

HOT WATER TANKS TO HAVE HEAT TRAPS INSTALLED AS CLOSE AS PRACTICAL TO THE INLET AND OUTLETS OF THE TANK. THE OUTLET PIPEING IS TO BE INSULATED FOR 2.5m (8'-3") FROM THE TANK. INLET PIPE IS TO BE INSULATED BETWEEN THE TANK AND THE HEAT TRAP.

OUTDOOR INTAKE & EXHAUST OPENINGS

EXHAUST OUTLETS FROM DRYER AND BATHROOM VENTILATION TO BE LOCATED 6'-0"(1.8m) FROM VENTED SOFFITS
 IF EXHAUST IS LOCATED IN SOFFIT IT IS TO BE SOLID FOR A DISTANCE OF 6'-0" (1.8m) ON EACH SIDE OF THE EXHAUST OUTLET
 IF EXHAUST IS LOCATED IN A SIDE WALL THAT IS LESS THAN 6'-0" (1.8m) FROM A SOFFIT, THAT SOFFIT IS TO BE SOLID OR BLOCKED
SUMP PIT (IF REQUIRED)
 PIT TO BE MINIMUM 750mm (2'-6") DEEP AND NOT LESS THAN 0.25m² (2.7 ft²) IN AREA W. COVER
 COVERS TO BE DESIGNED TO RESIST REMOVAL BY CHILDREN AND AIR TIGHT (9.14.5.2)

BUILDING SPECIFICATIONS (minimum)			
AS PER SB-12 TABLE 3.1.1.11(IP) COMPLIANCE PACKAGE "ZONE 1"			
BUILDING COMPONENT	R-VALUE	BUILDING COMPONENT	EFFICIENCY RATINGS
THERMAL INSULATION		WINDOWS & DOORS	
CEILING WITH ATTIC SPACE	R60	WINDOWS/SLIDING GLASS DOORS	29 (ENERGY RATING)
CEILING WITHOUT ATTIC SPACE	R31	SKYLIGHTS	0.49 (U-VALUE)
EXPOSED FLOOR	R35	MECHANICALS	
WALLS ABOVE GRADE	R19+5ci	SPACE HEATING EQUIPMENT	EXISTING
BASEMENT WALLS	R12+10ci	HRV EFFICIENCY (%)	75%
SLAB (ALL >2'-0" BELOW GRADE)	R10	DHW HEATER (EF)	N/A
SLAB (EDGE ONLY = 2'-0" BELOW GRADE)	R10	CLIMATIC ZONE	ZONE 1
SLAB (ALL = 2'-0" BELOW GRADE, OR HEATED)	R10	SPACE HEATING FUEL SOURCE	GAS

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 DUTCH DESIGN 205544 BCIN
 M SIGNER  38999 BCIN

SPECIFICATIONS

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AREA 0000.0 ft²

THIS PLAN IS DESIGNED AND IS TO BE BUILT IN ACCORDANCE WITH THE 2024 ONTARIO BUILDING CODE

LOCATION

17860 HWY 509
 SHARBOT LAKE, ON.

SCALE

1/4" = 1'-0"

DATE

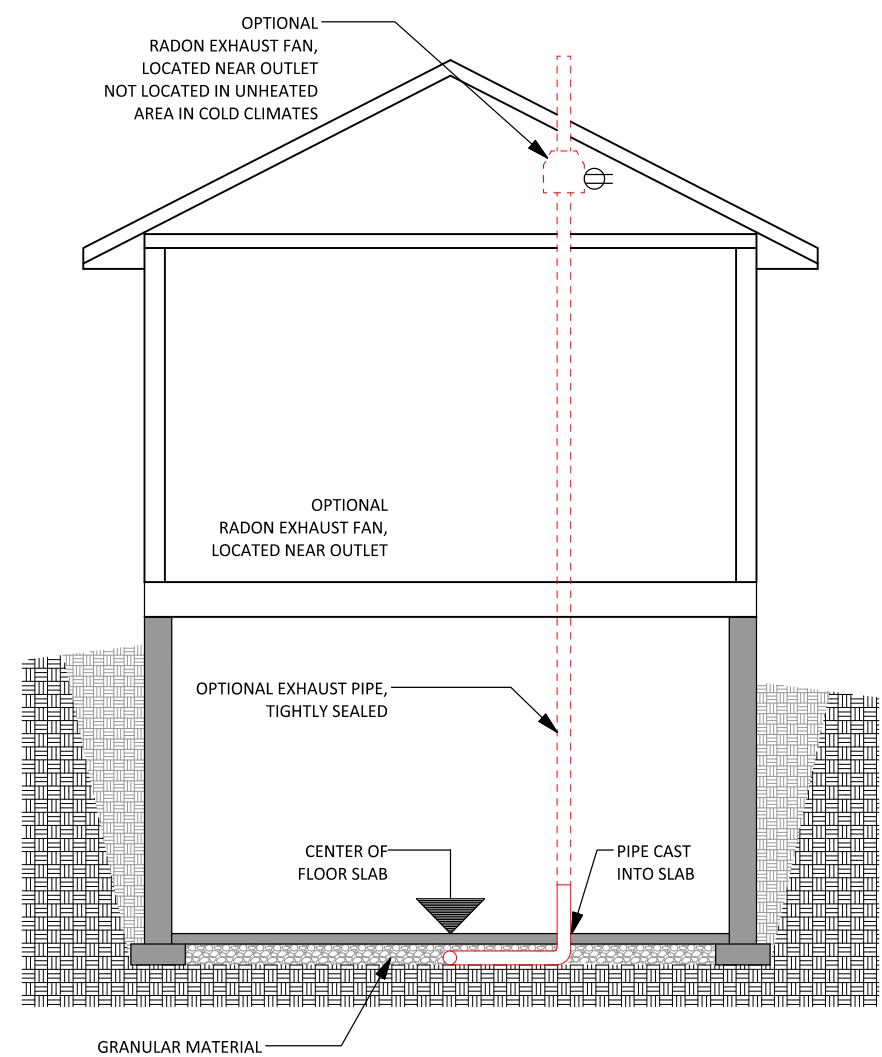
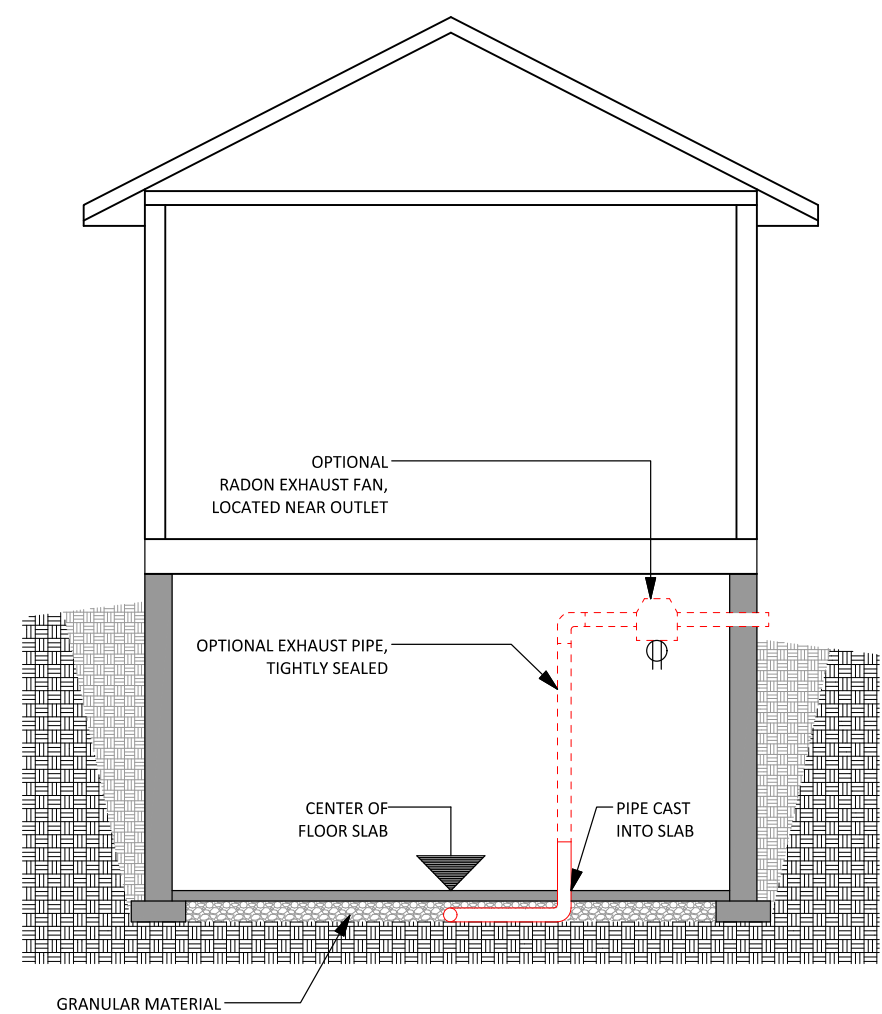
OCTOBER 27, 2025

DRAWN BY

JORDAN VAN LEUKEN

A5

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TWO TYPES OF SUBFLOOR DEPRESSURIZATION SYSTEMS

RADON GAS PROTECTION

KFL&A AREA NOTED TO BE HIGH RADON GAS MITAGRATION SYSTEM IS REQUIRED AS PER 9.13.4.2

RADON GAS DEPRESSURIZATION ROUGH-IN

SOIL GAS BARRIER (6mil POLY) INSTALLED AND SEALED BELOW CONCRETE SLAB LAP OF JOINTS TO BE MINIMUM 12" (300mm), TAPE RECOMMENDED TO SEAL PIPE THROUGH FLOOR SLAB SUCH THAT ITS BOTTOM END OPENS CENTRAL TO SLAB INTO MINIMUM 4" (100mm) COARSE CLEAN GRANULAR CONTAINING NOT MORE THAN 10% OF MATERIAL THAT WILL PASS A 4mm SIEVE FOR A RADIUS NOT LESS THAN 4" (100mm) PROJECTING BEYOND THE END OF THE PIPE THE END OF THE PIPE INTO THE CONDITIONED SPACE IS TO BE SEALED WITH AN AIR TIGHT CAP LABELLED AS "SOIL GAS REMOVAL ONLY" NEAR THE CAP, AT EVERY 6'-0"(1.8m) AND AT EVERY CHANGE OF DIRECTION FLOOR ON GROUND TO BE SEALED AROUND ITS PERIMETER TO THE INNER SURFACE OF ADJACENT WALLS USING FLEXIBLE SEALANT ALL PENETRATIONS THROUGH THE FLOOR SLAB TO BE SEALED AGAINST SOIL GAS LEAKAGE

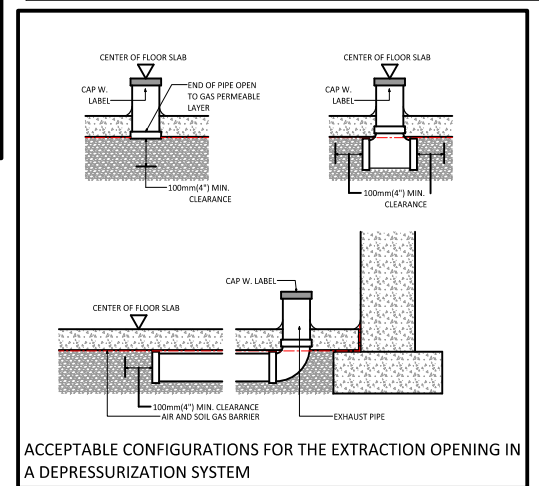
SUBSOIL DEPRESSURIZATION SYSTEM

SOIL GAS PIPE IS TO EXTEND FROM ROUGH-IN IN SLAB THROUGH THE ROOF, RIM JOIST SYSTEM OR WALL PENETRATION AND SHALL HAVE CONTINUOUS DUTY CENTRIFUGAL IN LINE RADON FAN PROVISIONS FOR MAKE UP AIR AS PER 9.32.3.8 REQUIRED. *NOTE: 9.32.3.8(8) NOTES THAT MAKEUP AIR IS NOT REQUIRED FOR RADON GAS DEPRESSURIZATION SYSTEMS MEASURES TO ENSURE THAT ANY RESULTANT DECREASE IN SOIL TEMPERATURE WILL NOT AFFECT THE FOUNDATION*

EXTERIOR VENT PIPE SHALL BE INSULATED WHERE IT PASSES THROUGH UNCONDITIONED SPACE PIPE TERMINATION TO BE FITTED WITH CORROSION-RESISTANT GRILLE FOR PROTECTION AGAINST ENTRY OF ANIMALS

PIPE TERMINATION ON EXTERIOR TO HAVE CLEARANCES AS PER TABLE BELOW

VERTICAL DISTANCE FROM TERMINATION	
ABOVE DRIVEWAY OR SIDEWALK AND OPENABLE WINDOW OR DOOR	6'-7" (2.0m)
BELOW SOFFIT: PERMANENTLY CLOSED WINDOWS, ABOVE GRADE, PORCH, DECK	3'-3" (1.0m)
FROM MECHANICAL AIR SUPPLY INLET	6'-0" (1.8m)
ABOVE THE ROOF AT THE POINT OF PENETRATION	12" (0.3m)
ABOVE WINDOWS AND DOORS	2'-0" (0.6m)
ABOVE MECHANICAL AIR SUPPLY INLET (AIR INTAKE)	3'-0" (0.9m)
HORIZONTAL DISTANCE FROM TERMINATION	
FROM WINDOWS, DOORS OR MECHANICAL AIR SUPPLY INLET	9'-10" (3.0m)
FROM PROPERTY LINE	6'-0" (1.8m)



ACCEPTABLE CONFIGURATIONS FOR THE EXTRACTION OPENING IN A DEPRESSURIZATION SYSTEM

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 GDUTCH DESIGN 205544 BCIN
 RM
 SIGNER *Jordan Van Leuken* 38999 BCIN

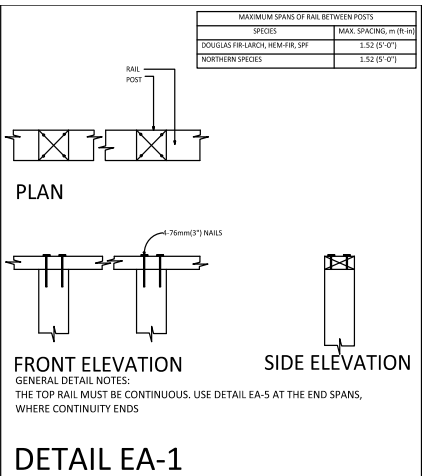
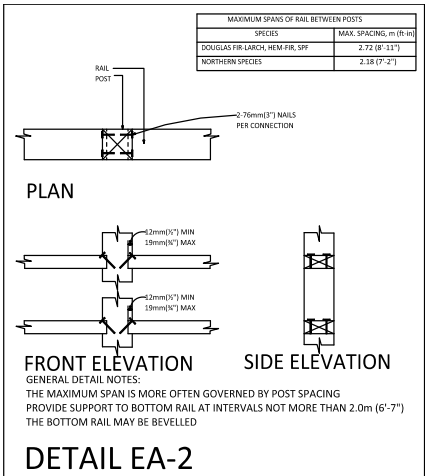
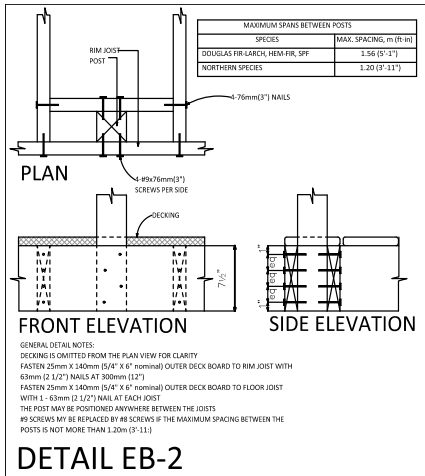
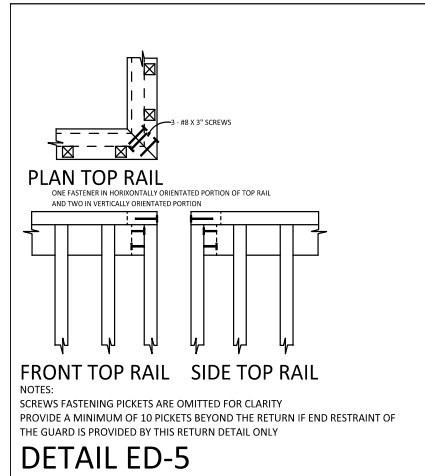
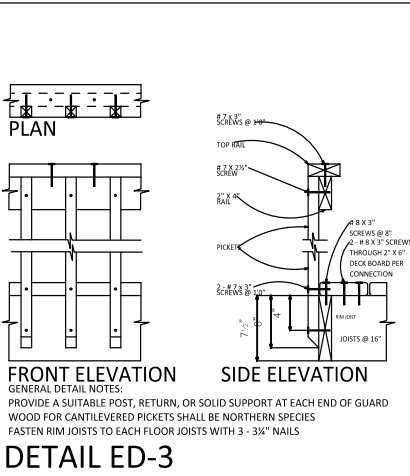
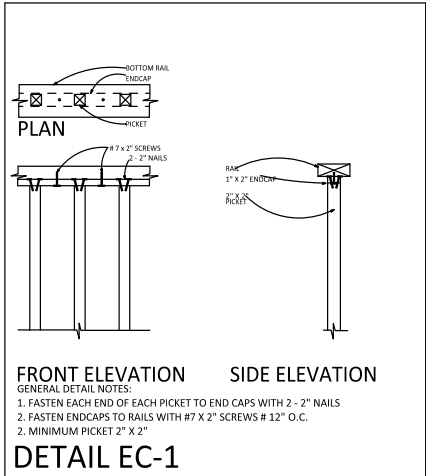
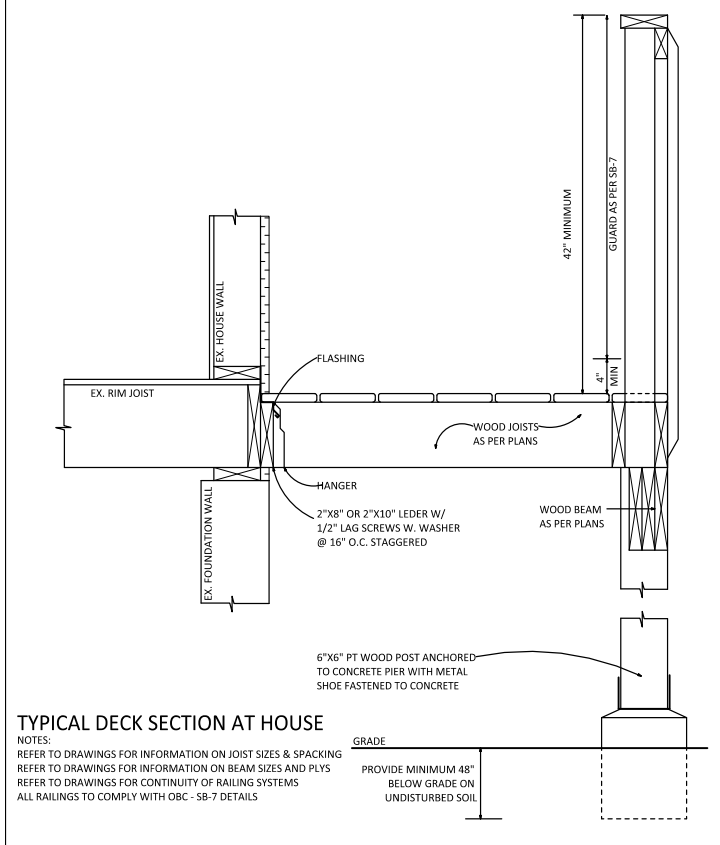
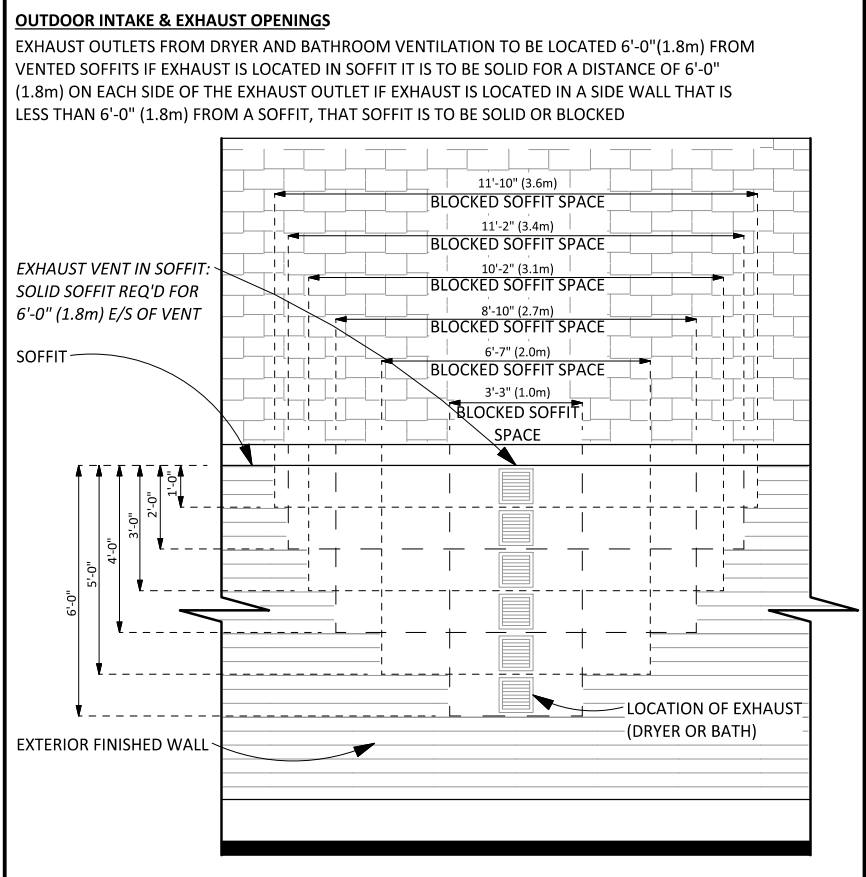
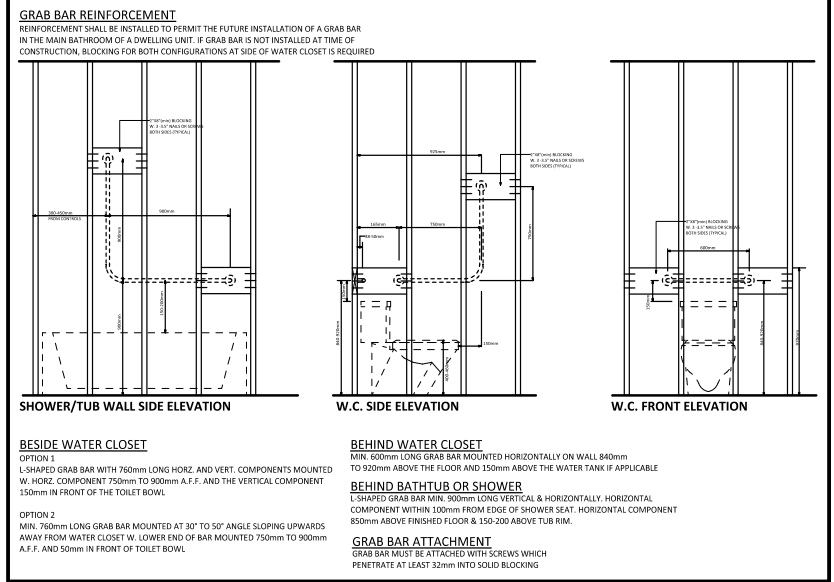
RADON DETAILS
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AREA 0000.0 ft²
 THIS PLAN IS DESIGNED AND IS TO BE BUILT IN ACCORDANCE WITH THE 2024 ONTARIO BUILDING CODE

LOCATION
 17860 HWY 509
 SHARBOT LAKE, ON.

SCALE 1/4" = 1'-0"
 DATE OCTOBER 27, 2025
 DRAWN BY JORDAN VAN LEUKEN

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 6 of 7



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GDUTCH DESIGN 205544 BCIN
 RM
 SIGNER *Jordan Van Leuken* 38999 BCIN

DETAILS & DECK DETAILS

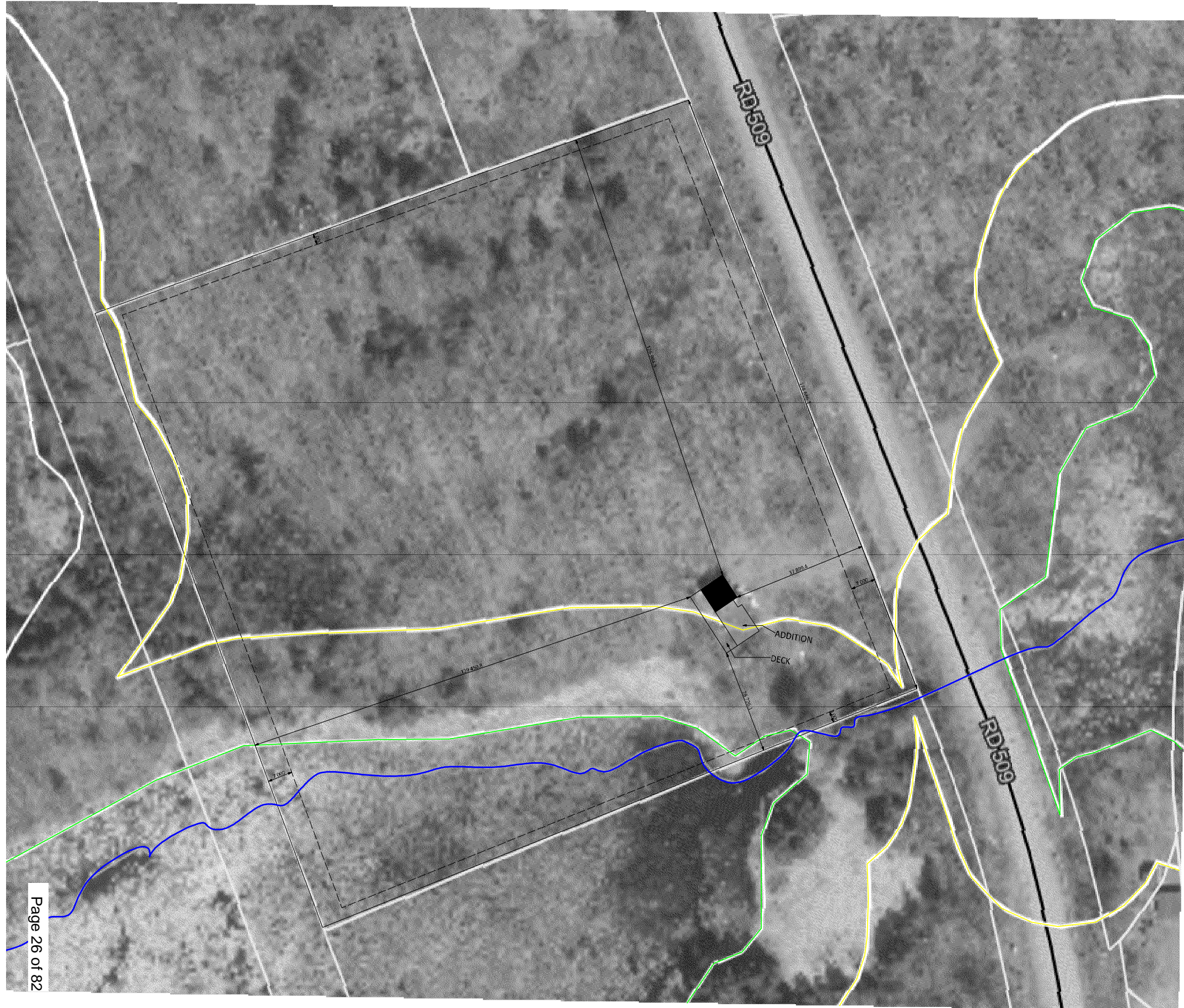
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AREA 0000.0 ft²
 LOCATION 17860 HWY 509 SHARBOT LAKE, ON.

SCALE 1/4" = 1'-0"
 DATE OCTOBER 27, 2025
 DRAWN BY JORDAN VAN LEUKEN

7 of 7

A7

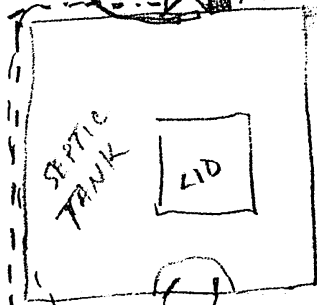
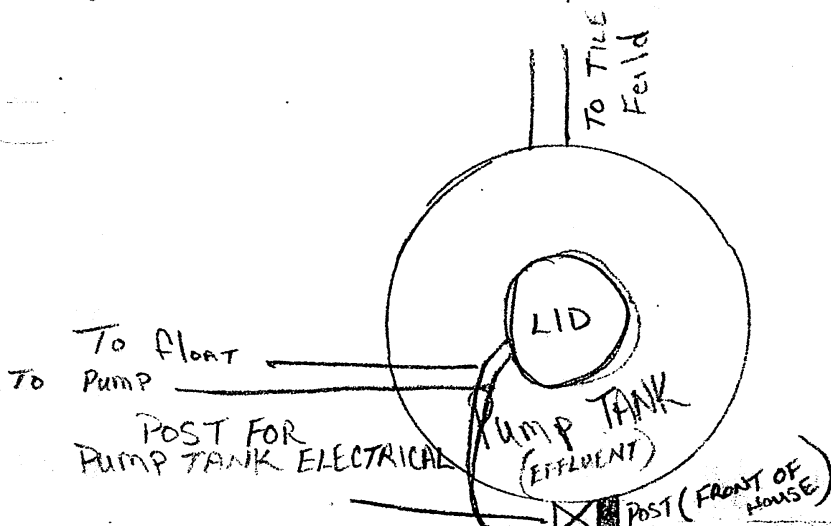


	Minimum/Maximum	EXISTING	PROVIDED
1 LOT AREA	0.8 ha	3.18 ha	3.18 ha
2 LOT FRONTAGE	46.0 m	174.68 m	174.68 m
3 FRONT YARD	7.0 m	37.89 m	37.89 m
4 REAR YARD	7.0 m	132.9 m	129.4 m
5 INTERIOR SIDE YARD	3.0m	40.47 m	24.72 m
6		126.98 m	126.98 m
7 EXTERIOR SIDE YARD	n/a		
8 BUILDING HEIGHT	10.0 m		
9 LOT COVERAGE			
10 MAIN BUILDING	15%	0.0016%	0.0016%
11 ACCESSORY BUILDINGS	5%	0.0005%	0.0005%

DIAGRAM OF SEPTIC SYSTEM O/S P. WEBB

NEW PIPES FROM HOUSE TO SEPTIC TANK INSTALLED

MAR. 18 2005
INSTALLED BY
TSI ENGLAND



WIRE TO POST
CAUTION WHEN DIGGING

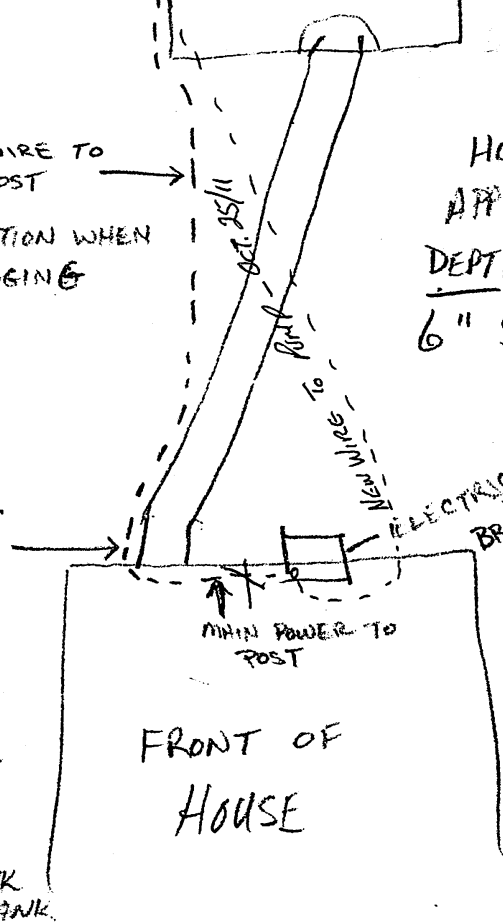
HOUSE TO TANK
APPROX 40 ft. (4-5, 10 ft pcs.)
DEPTH: 3-4 ft.
6" SLOPE FROM HOUSE TO TANK

!! NOTE !! - Oct. 25/11

"NEW Sewage pump INSTALLED with new WIRE FROM panel IN basement."

Approx 2 ft. from NORTH WALL
About 2 1/2 - 3ft deep

* ELECTRICAL WIRE IS BESIDE PIPE for about 10 ft then CURVES NORTH AROUND SEPTIC TANK TO EFFLUENT TANK.





TOWNSHIP OF CENTRAL FRONTENAC

SMITH (MCKINNON) APPLICATION FOR MINOR VARIANCE
(APPN-2025-0054)

17860 ROAD 509, GEOGRAPHIC TOWNSHIP OF OSO



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25-CF-MV

January 19, 2026

Planning Department
Township of Central Frontenac
14216 Road 38, Sharbot Lake ON, K0H 2P0

**Re: Application for Permission – #APPN-2025-0054
Part Lot 17, Con 2, Township of Central Frontenac (Oso)
17860 Rd 509
SMITH & MCKINNON**

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

PROPOSAL

According to the Notice, *Minor Variance is to allow for the construction of a 79.72 square metre (858.1 square feet) addition to an existing 53.51 square metre (576 square feet) house for a combined total foot print of 133.23 square metre (1,434.1 square feet), that can not meet the wetland setback of 30 metres (98.4 feet).*

Notes:

- The footprints, as indicated in the Notice, do not include the existing and proposed decking. Existing decking is 732 sq.ft. and the proposed is approximately the same (supplemental information provided by proponent after formal circulation).
- Based on MVCA’s on-site observations and a review of aerial imagery, the existing dwelling is roughly 22 m from the wetland while the proposed is 18 M (this is closer than depicted on current MVCA mapping and the plans provided with the application)
- Following the formal circulation, the proponent provided the following:
 - an assessment, by a licensed septic installer, indicating that the existing septic system (east of existing dwelling) can accommodate the proposed expansion.
 - a site plan showing the location of the existing septic system on the east

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Your partner in natural hazard management, resource conservation and stewardship.

- side of the existing dwelling.
- a sketch showing the dimensions of the dwelling and proposed addition

PROPERTY CHARACTERISTICS

According to a review of MVCA mapping and a site visit, part of a non-evaluated wetland that is regulated by MVCA, exists on the south side of the dwelling. A tributary of Little Round Lake flows through this wetland. High steep slopes exist on the rear and west sides of the dwelling.

REVIEW

Natural Hazards (Advisory)

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

Erosion Hazard (slopes)

It is provincial policy that: *Development shall generally be directed to areas outside of hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding and/or erosion hazards* (Provincial Policy Statement 2024, Section 5.2.2b). The document entitled *Understanding Natural Hazards* (Ministry of Natural Resources, 2001) was prepared as a guide to identify and provide direction and methods to address these hazards. As per the guide, *Erosion Hazards* include slopes which have the potential for erosion and/or instability due to their steepness and height i.e. steeper than a gradient of 3:1 and higher than 3 m.

Based on MVCA's desktop analysis using LiDAR, the height of the identified slopes exceeds 3 m, however the overall slope gradient does not appear to exceed 3:1 (maximum gradient estimated to be 3.2:1). Based on these estimates, the slopes do not meet the criteria of an Erosion Hazard.

Wetland

All wetlands play an important role in providing hydrologic, ecosystem and human benefits. In terms of hydrologic benefits (i.e. flooding and erosion control), wetlands retain water during the spring freshet and storm events, allowing water to slowly release into watercourses, infiltrate into the ground to recharge groundwater, and to evaporate. When located along the shoreline of a waterbody, wetlands also reduce the energy of moving water including boat wakes and mitigate associated shoreline erosion. A minimum development setback of 30 m is generally considered sufficient to ensure there are no impacts in terms of flooding and erosion.

The subject proposal involves a reduction to the 30 m wetland setback. Therefore, an MVCA permit is required. See *MVCA Ontario Regulation 41/24* below for further discussion.

MVCA Ontario Regulation 41/24 (Regulatory)

Pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, written permission is required from MVCA prior to any alterations to the shoreline of the waterbody; and for any interference in, or within 30 m of (Regulation Limit), a regulated wetland. Given that the proposed development is within 30 m of a regulated wetland, an MVCA permit is required.

In general, MVCA Regulation Policies do not permit further encroachments into wetland setbacks. However, MVCA permission has been deemed appropriate for the following reasons:

- There is no opportunity to improve the setback due to the existing constraints (slope on N and W sides; wetland on S side; and septic system on E side).
- The proposed setback is greater than 15 m, which provides sufficient space to maintain/establish a minimum vegetated buffer of 15 m.
- The septic system is greater than 30 m from the wetland.
- Impacts to the hydrology of the wetland are not anticipated.

RECOMMENDATIONS AND CONCLUSION

Based on the above, MVCA does not have any objections to the subject application.

Pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, an **MVCA permit is required** for the proposed works. Once the proponent has notified MVCA of approval of the subject Application for Permission, the MVCA permit application process will commence. At that time, MVCA will provide additional details on what is required to submit a complete permit application. Mitigation measures and Best Management Practices will be provided through the MVCA permit application process. This will include the maintenance of existing drainage patterns to the wetland, erosion control and a vegetation buffer.

NOTES

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

The applicant should be advised that, pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, written permission is required from MVCA prior to any alterations to the shoreline of the waterbody, or for any interference in, or within 30 m of, the wetland.

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

Yours truly,

A handwritten signature in black ink, appearing to read "Benjamin C. Dopson". The signature is fluid and cursive, with the first name being the most prominent.

Benjamin C. Dopson
Manager, Planning and Stewardship



Planning Report

To: Chair and 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 2, Geographic Township of Oso

Address: 17860 Road 509

File Number: **APPN-2025-0054 (Smith/McKinnon)**

Owner(s): Frances Smith

Applicant: Abigail McKinnon

Date of Meeting: February 10, 2026

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 legal non-complying structure. The existing structure is located approximately 22 metres (72.2 feet) from the edge of a wetland that is regulated by Mississippi Valley Conservation Authority (MVCA). This addition will include both interior living space and an attached uncovered and unenclosed deck. The total footprint increase will be 79.7 square metres

(858.1 square feet). This addition will reduce the setback to the edge of the wetland to a minimum of 18 metres (59.1 feet), measured to the attached deck.

There is an existing attached uncovered and unenclosed deck that wraps around two sides of the dwelling, 27.3 square metres (294 square feet) of this deck will be converted to interior living space. The addition will have a footprint of 79.7 square metres (858.1 square feet) for the dwelling structure portion and a footprint of 27.7 square metres (298 square feet) for the attached uncovered and unenclosed deck extension. This deck extension will have approximately the same area as the existing deck that will be converted into interior living space.

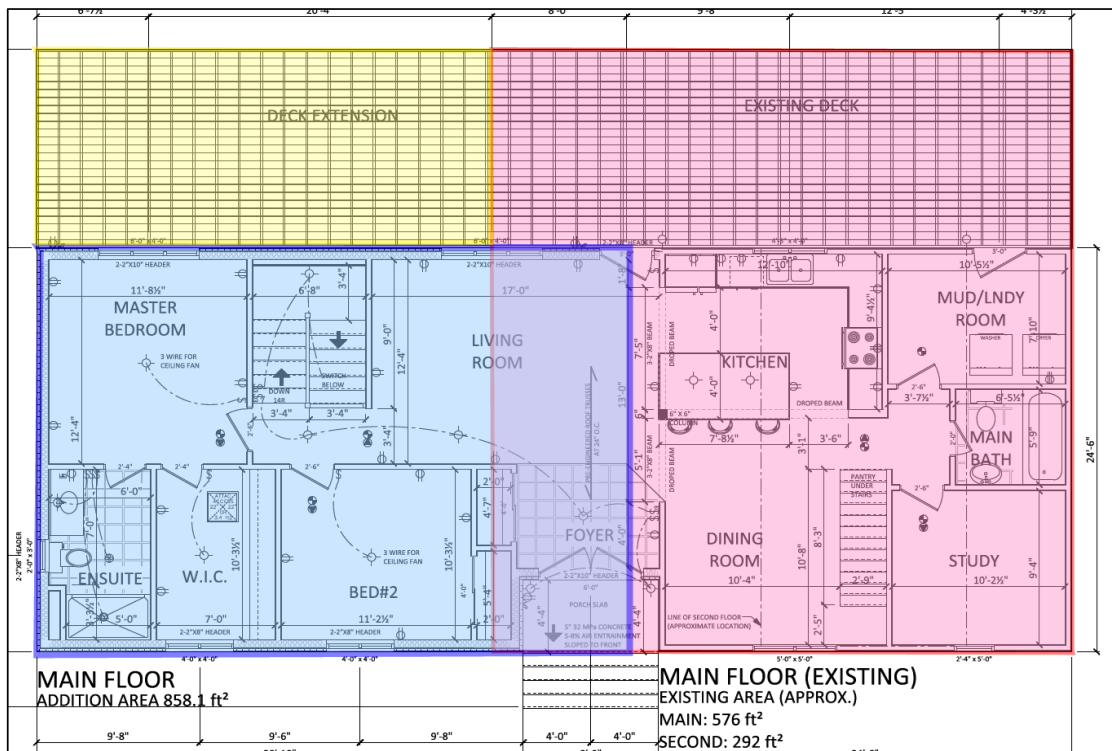


Figure 1: Sketch submitted with the application showing the existing footprint (red area), new interior living space (blue area) and uncovered deck extension (yellow area).

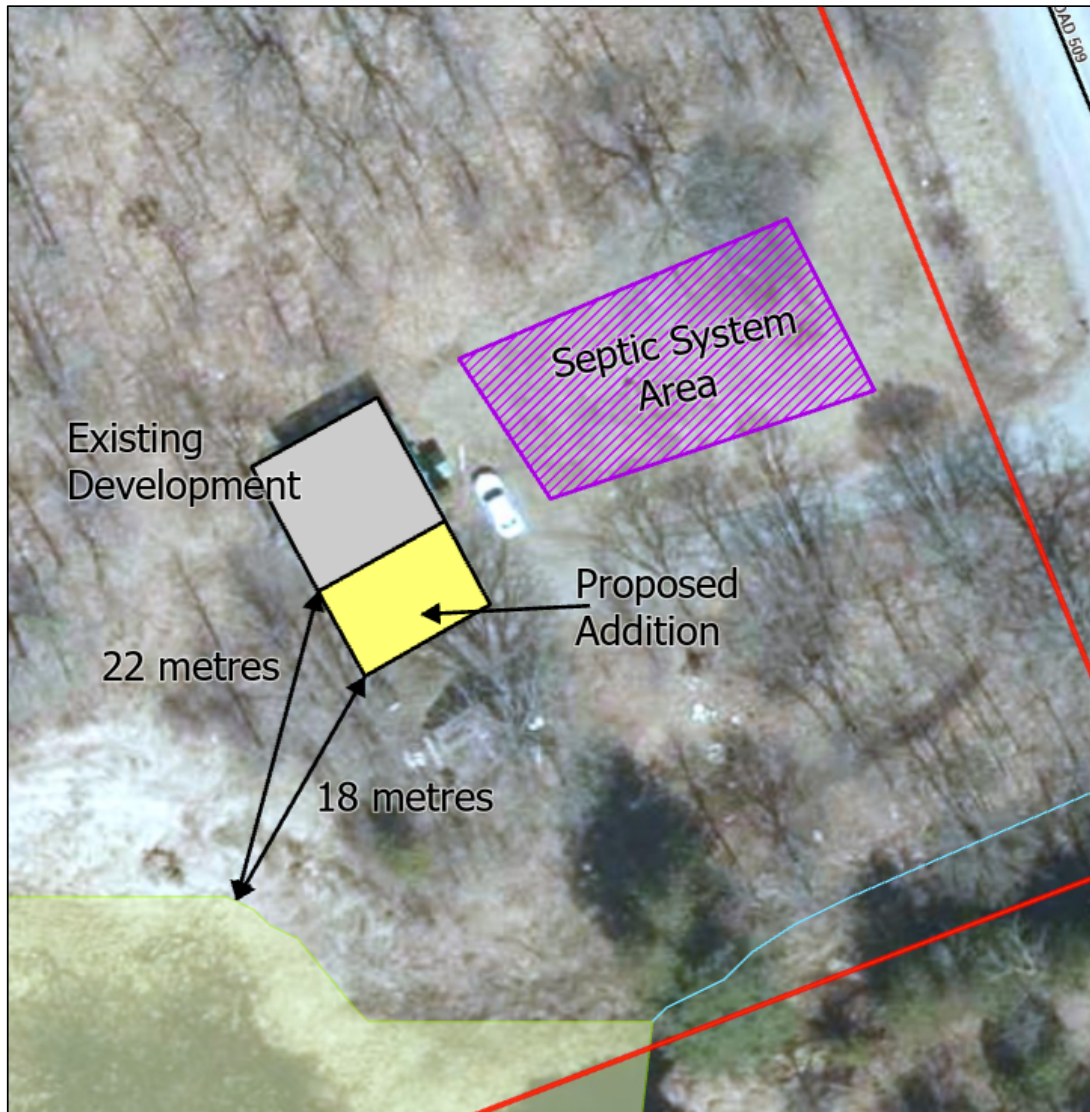


Figure 2: Sketch prepared by planning staff showing the existing and proposed development, the septic system area and the setbacks to the wetlands.

Existing Development

- The existing two-storey dwelling has a total footprint of 123.8 square metres (1,332.5 square feet) including the attached 68 square metre (732 square foot) uncovered and unenclosed deck. This structure has a waterbody setback of approximately 22 metres (72.2 feet).

- Class 4 septic system located more than 30 metres (98.4 feet) from the edge of the wetlands on the property.

Background Information

Information Category	Response
Official Plan designation	Rural Area
Zoning	Rural
Size (area) of subject property	3.15 hectares (7.79 acres)
Existing road frontage and access	Approximately 175 metres (574 feet) along Road 509
Waterfrontage	None
Natural heritage features	MVCA regulated wetland
Existing Development	Dwelling, accessory storage structure, and septic system
Surrounding land uses	Rural residential and agricultural uses along Road 509. Rural and commercial uses along Highway 7.

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*.

Pre-application Consultation

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

Comments

Mississippi Valley Conservation Authority (MVCA)

This application was circulated for review to Mississippi Valley Conservation Authority. Comments dated January 19, 2026 indicated no objections to the application as submitted.

MVCA comments noted that the total footprint for the existing and proposed attached decking is approximately the same, with a portion of the existing decking being relocated to facilitate the added interior living space.

As part of the review process MVCA staff conducted a site visit in December 2025. During this site visit MVCA staff observed the presence of high steep slopes to the west and north of the existing dwelling, in addition to the regulated wetlands. It was noted that a tributary of Little Round Lake flows through this wetland along the southern boundary of the subject property. Measurements made on site indicate that the overall gradient of the slopes on the property do not meet the criteria of an erosion hazard.

In general, MVCA policies do not permit further encroachment into deficient wetland setbacks, however in this case MVCA staff have determined that MVCA permission to reduce the setbacks is appropriate for the following reasons:

- There is no opportunity to improve the setback due to the existing constraints on the property (slopes on north and west sides of dwelling, wetland on the south side and septic system on the east side).
- The proposed setback is greater than 15 metres (49.2 feet), which provides sufficient space to maintain/establish a minimum vegetated buffer of 15 metres (49.2 feet).
- The septic system is greater than 30 metres (98.4 feet) from the edge of the wetland.
- Impacts to the hydrology of the wetland are not anticipated.

MVCA regulates development within 30 metres (98.4 feet) of the wetlands on the property, and an MVCA permit is required for the proposed works. Mitigation measures and best management practices will be provided to the property owner through the MVCA permit application process. These will include the maintenance of existing drainage patterns to the wetland, erosion control and a vegetation buffer.

Septic Approval Authority

The existing septic system on the property is located greater than 30 metres (98.4 feet) from the edge of the MVCA regulated wetlands. Provided with the application was a review of septic performance (daily design flow calculations) completed by licenced septic installer Brad Berends (BCIN 123517). This information stated that the existing septic system on the property is sufficient to accommodate the proposed enlarged dwelling.

Public Comments

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

Conformity and Consistency with Policy Planning Documents

Applications for permission to expand a non-complying structure are 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 changes to the existing structure and property are consistent with and conform 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 rural lot that is zoned Rural in the Township of Central Frontenac Zoning By-Law Number 2011-52. The Rural Zone permits a wide variety of uses, including residential, agricultural, limited commercial, and limited institutional.

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.

The Zoning By-law requires all non-waterfront buildings and structures to be located a minimum of 30 metres (98.4 feet) from the highwater mark of any waterbody or wetland. The intent of the 30 metre (98.4 foot) setback is to provide a vegetative buffer between a development envelope and shoreline/edge of wetland for the purpose of maintaining aquatic habitat, filtration of run-off, and reducing visual impacts of development on the waterfront character of the area.

The proposed development complies with all other provisions of the zoning by-law.

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 this application are found in Appendix B of this report.

Rural Character

The proposed addition will be located inline with the existing dwelling. The size, scale and design of the enlarged dwelling is in keeping with other developed rural residential lots along Road 509.

Overall County planning staff are of the opinion that the proposed development will have no negative impact on the rural character of the Township in the vicinity of the subject property.

Natural Heritage

The enlarged dwelling will have a lot coverage well under the maximum allowed for lots in the Rural zone. The enlargement and reconfiguration of the dwelling will increase the amount of gross floor area, but will not increase the number of bedrooms, and the enlarged dwelling can be appropriately serviced with the existing on-site services.

The location of the existing dwelling, along with other constraints on the property, makes it impossible to construct any addition that complies with the minimum required wetland setback. Comments from MVCA stated that they did not anticipate any negative impacts on the hydrology of the wetland as a result of this application.

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

Natural and Human-Made Hazards

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

Sewage Disposal System Services

As noted in the Comments section above, the applicants submitted documentation from a qualified septic installer that the existing septic system on the property is sufficient to accommodate the proposed 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 can be appropriately serviced with the existing on-site services.

There are no negative impacts anticipated on the natural heritage features on the subject and abutting properties or the rural character of the 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 Road 509 and in the vicinity of the subject property.

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-2025-0054, 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: Building Plans dated October 27, 2020 prepared by Jordan Van Leuken of Big Dutch Design

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-2025-0054 to:
 - a. Construct an addition to the existing dwelling located at 17860 Road 509. This addition shall have a footprint of 79.7 square metres (858.1 square feet) and be located on the south side of the existing dwelling.
 - b. Construct a 27.7 square metres (298 square feet) uncovered and unenclosed deck on the west side of the addition described in Condition 1a. This deck shall have a minimum wetland setback of 18 metres (59.1 feet) to edge of the MVCA regulated wetland on the property.
2. This permission approval does not include zoning relief for any other existing or future structures on the property.
3. Application number APPN-2025-0054 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/wetland. 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, wetland, 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 the building plans dated October 27, 2020 prepared by Jordan Van Leuken of Big Dutch Design. 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).















**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-2024-0020

DANNY HUSSY

BRIDGET THOMPSON



*Rec.
Jan 22nd*



**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): Danny Hussey/Bridget Thompson	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): 4089 Arden Road	
Lot(s): Part lot 5	Concession(s): Concession 4
Registered Plan Number:	Part Number(s):
Geographic Township (Former Township): Kennebec	



2.2: Site Characteristics

Average Depth (m): ~32 m	Area (ha): .78 ha
Road/Water Frontage (m): ~215 m water / ~223 m road	Other:
Adjacent Body of Water (if applicable): Salmon River	

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	n/a			
Setback to Front Lot Line (m)				
Setback to Rear Lot Line (m)				
Setback to Side Lot Line (m)				
Setback to Side Lot Line (m)				
Height (m)				
Building Footprint (m ²)				
Year of Construction				

4. EXSISTING USES

	Subject Property	Abutting Property to North	Abutting Property to East	Abutting Property to South	Abutting Property to West
Official Plan Designation	Rual	River	Rual	Rual	Crown
Zoning	RW	River	RW	R	EP-C
Primary Use	vacant	River	Residential	Rual	Rual

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)	7.5	1m
Side Yard (m)	3m	1m
Maximum Building Height (m)	10m	6m
Minimum Lot Coverage (%)	10%	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 checked="" type="checkbox"/> Section 5.6.2 Front Yard Setback for main building and for accessory buildings

7. REASON FOR MINOR VARIANCE

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

The subject property is a long narrow lot with a depth of approximately 35 meters. There is no development opportunity on the site that could comply with the water body setback. The top of the slope has been surveyed and the proposed development complies with a 6 meter setback to the top of the slope/bank.

Re: APPN-2024-0020 - HUSSEY - MV APPLICATION



Danny Hussey

To: Abigail McKinnon



Fri 2026-01-23 3:49 PM

Flag for follow up. Completed on 2026-01-23.

You replied on Fri 2026-01-23 6:30 PM

[View conversation](#)

Oh My! I am sorry that is incorrect .

The dwelling is $4.877\text{m} \times 12.192\text{m} = 59.5 \text{ m}^2$ (16x 40 ft)

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The deck $1.829\text{m} \times 12.192\text{m} = 23.63 \text{ m}^2$ (6 x 40 ft)

I should have caught that .

Danny



9. PROPERTY SERVICING

Existing Services – Check all that apply

Water Supply		Sewage System		Road Access	
Drilled Well	<input 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 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 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 checked="" 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): August 23 2021
- 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.

From Highway 7, turn left (south) on Arden Road. Property will be on the right hand side, approximately 12 km from Highway 7

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

September 25 2025

DATE

[Redacted Signature]

SIGNATURE OF OWNER

Danny Hussey

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

[Redacted Initials]

INITIALS

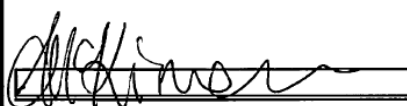


15. AFFIDAVIT OR SWORN DECLARATION

I, Danny Hussey 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 22 day of January, 2016.
Name Month Year


 Commissioner of Oaths **Abigail Frances McKinnon,**
 a Commissioner, etc., Applicant or Agent

16. AGENT AUTHORIZATION (if applicable)
 The Corporation of the Township of Central Frontenac.
 Expires July 8, 2028.

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

PLAN of SURVEY of
 PART of LOT 5, CONCESSION 4
 Geographic Township of Kennebec
 Township of Central Frontenac
 COUNTY of FRONTENAC

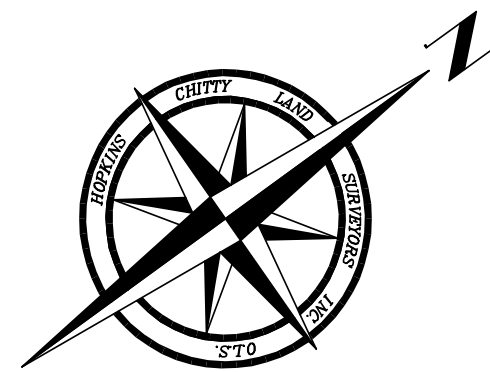
SCALE=1:500

10metres 0 10 20 30 40 50metres

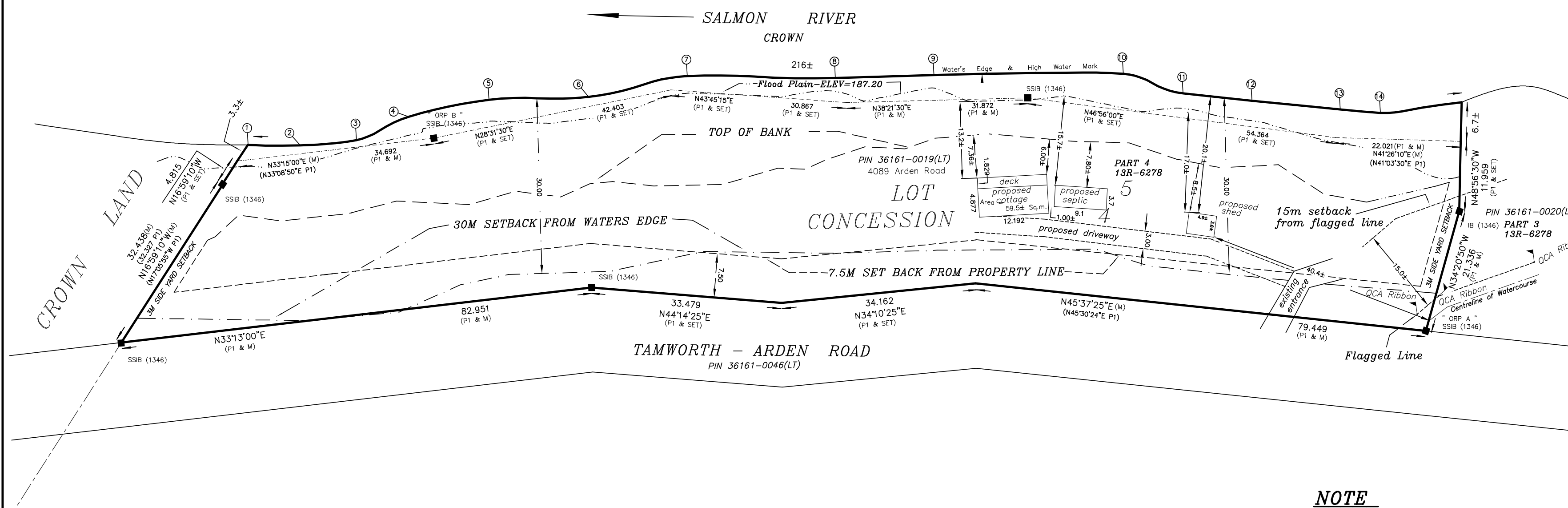
HOPKINS CHITTY LAND SURVEYORS INC.

-2025-

THE INTENDED PLOT SIZE OF THIS PLAN IS 457mm IN HEIGHT
 BY 610mm IN WIDTH WHEN PLOTTED AT A SCALE OF 1:500



SHORELINE STADIA TIES		
POINT #	NORTHING	EASTING
1	4946265.95	343359.34
2	4946272.88	343365.27
3	4946281.04	343370.89
4	4946290.72	343373.72
5	4946303.34	343380.46
6	4946317.11	343391.25
7	4946332.68	343399.57
8	4946352.43	343416.44
9	4946366.05	343427.11
10	4946391.71	343448.17
11	4946397.63	343457.46
12	4946406.12	343466.15
13	4946417.07	343477.21
14	4946422.11	343482.15



NOTE

ELEVATIONS ARE GEODETIC AND ARE DERIVED FROM
 SIMULTANEOUS GPS OBSERVATIONS AND ARE REFERRED TO
 CGVD2013 DATUM.

OBSERVED REFERENCE POINTS (ORPs) UTM ZONE 18, NAD83 (CSRS) (2010) DERIVED FROM REAL-TIME NETWORK (RTN) GPS OBSERVATIONS COORDINATES TO RURAL ACCURACY PER SEC. 14 (2) OF O.REG. 216/10		
POINT ID	NORTHING	EASTING
ORP 'A'	4946404.37	343515.95
ORP 'B'	4946291.69	343379.30

COORDINATES CANNOT, IN THEMSELVES BE USED TO
 RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE
 POINTS A AND B BY REAL TIME NETWORK (RTN) OBSERVATIONS,
 UTM ZONE 18, NAD83 (CSRS) (2010)

FOR BEARING COMPARISONS, A ROTATION OF 1°18'05" CLOCKWISE WAS
 APPLIED TO BEARINGS ON PLAN 13R-6278

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY
 MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999875

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
 AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

LEGEND:

- SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN
- denotes Planted Survey Monument
 - " Found Survey Monument
 - SSIB " Standard Iron Bar
 - SSIB " Short Standard Iron Bar
 - IB " Iron Bar
 - IB# " Iron Bar (round)
 - RB " Rock Bar
 - RPL " Rock Plug
 - (WIT) " Witness
 - (M) " Measured
 - (R.P.) " Registered Plan
 - (HP) " Hydro Pole
 - (PI) " PLAN 13R-6278
 - (1346) " C.J. O'Connell - O.L.S.
 - QCA " Quinte Conservation Authority

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

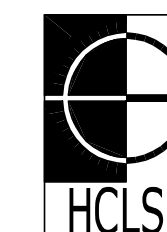
1. The SURVEY was completed on the 22nd day of
 July, 2025

DATE: August 1st, 2025

Thomas MacDonald
 Thomas MacDonald - O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION
 FORM NUMBER V-33247

Party Chief: AT Instrument: MP Checked By: TCM Plan By: DM



**HOPKINS CHITTY
 LAND SURVEYORS INC.**
 Ontario Land Surveyors
 www.hopkinschitty.com

1224 GARDINERS ROAD, SUITE 102
 KINGSTON, ONTARIO K7P-0G2
 Tel (613) 384-9266
 Fax (613) 384-3513

PROJECT No. 2025-0354
 Part of Lot 5, Con 4
 Township of Kennebec



Legend

- Assessment Parcels
- Citations

Notes



QUINTE CONSERVATION - PLANNING ACT REVIEW

QC File No. PL0199-2024

Municipality:	Township of Central Frontenac		
Landowner:	Danny Hussey and Bridget Thompson		
Location:	4089 Arden Road	Part Lot 5, Concession 4	Kennebec
Roll #:	10390100300470500000		
Application Description:	Minor Variance Appl'n File No. APPN-2024-0020	Requesting relief from Section 5.6.2 and 4.26.5.a of Township of Central Frontenac Zoning By-law No. 2011-52 to allow for the proposed 59.5 square metre dwelling with attached 22.3 square metre open (not enclosed/covered) deck, a 33.67 square metre sewage system, and a 17.64 square metre non-habitable accessory structure (shed) to be located within 30 metres of Salmon River.	
Regulated Features:	Steep slope adjacent to Salmon River, unnamed watercourse, and unevaluated wetlands		
Comments:	<p><u>Natural Hazard policies of the Provincial Planning Statement and Quinte Conservation Planning Act Review policy and Ontario Regulation #41/24 (Regulation of Prohibited Activities, Exemptions and Permits)</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>The subject lands lie within the regulated area of a steep slope adjacent to the Salmon River, an unnamed watercourse located along the northeasterly property line, and an unevaluated wetland located on the opposite side of Arden Road from the subject property (by virtue of Ontario Regulation #41/24 – Regulation of Prohibited Activities, Exemptions and Permits).</p> <p>Steep Slope Quinte Conservation staff have reviewed and are satisfied with the Geotechnical Slope Assessment prepared by Concord Engineering, dated July 14, 2025. The Site Plan Sketch prepared by ZanderPlan, dated May 9, 2024, included with the slope assessment is not reflective of the current application as it includes a bunkie, gazebo and garage of which are not proposed through the processing of the current minor variance application. The slope assessment concludes that, “a 6-metre setback from the top of the slope is considered more than sufficient for structures and infrastructure.” The Plan of Survey, prepared by Hopkins Chitty Land Surveyors Inc., dated August 1, 2025, last update received from the landowner via email on January 16, 2026 (attached for reference), indicates the top of bank and that the proposed dwelling with deck, septic system and shed all meet the required 6-metre setback.</p> <p>1:100 Year Flood Plain of the Salmon River The attached 2025 Plan of Survey indicates the 1:100-year flood plain elevation of the Salmon River. All proposed development activities exceed Quinte Conservation’s 15-metre development setback from the 1:100-year flood plain of the Salmon River.</p> <p>Unnamed Watercourse During a previous site inspection of the property, Quinte Conservation staff flagged the high-water mark/top of bank adjacent to the watercourse. These flags have been picked up in the attached 2025 Plan of Survey, and the proposed development activities exceed Quinte Conservation’s 15-metre development setback from the watercourse feature.</p> <p>Unevaluated Wetland Typically, Quinte Conservation would apply a 30-metre setback from the wetland boundary located on the opposite side of Arden Road from the subject property. Given that Arden Road</p>		

	<p>separates the property from the wetland feature, this office would support a reduction in this setback to allow for the proposed development, as presented.</p> <p>Please note that the owners will need to apply to the Conservation Authority for a permit prior to development activity (including construction / filling/ excavation/ site grading/ change of use) on the subject property. 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 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.</p>
<p>Final Comments:</p>	<p>As per the Geotechnical Slope Assessment prepared by Concord Engineering, dated July 14, 2025, and the updated Plan of Survey received January 16, 2026 (attached), Quinte Conservation has <u>no objection</u> to the minor variance application as presented. The proposed development activities are consistent with Section 5.2 of the PPS, and Quinte Conservation watershed policies.</p> <p>Staff request that a copy of the decision on the application be forwarded to this office, when available.</p>



 Sam Carney
 Planning Technician

January 23, 2026

 Date

And:
 Catherine Sinclair,
 Regulations Officer



Planning Report

To: Chair and 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 Minor Variance to Permit a Reduction in the Required 30 metre Waterbody Setback**

Address: 4089 Arden Road

Legal Description: Part Lot 7, Concession 10, Geographic Township of Hinchinbrooke

File Number: APPN-2024-0020 (Hussey)

Owner(s): Danny Hussey and Bridget Thompson

Applicant: Same as Owners

Date of Meeting: February 10, 2026

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 minor variance to permit the construction of a new dwelling and related accessory structures within the required 30 metre (98.4 foot) waterbody setback of Salmon River.

Proposal:

This application proposes to permit the construction of a new dwelling, the construction of an accessory storage shed, and the installation of a Class 4 septic system on a vacant lot of record. The subject property is municipally known as 4089 Arden Road and has frontage along Arden Road and Salmon River. This property is long and narrow which limits the ability of any development to meet all required setbacks.

Based on the survey sketch submitted with the application the 30 metre (98.4 foot) waterbody setback overlaps with the required 7.5 metre (24.6 foot) front yard eliminating the possibility for development on the property without additional planning approval.

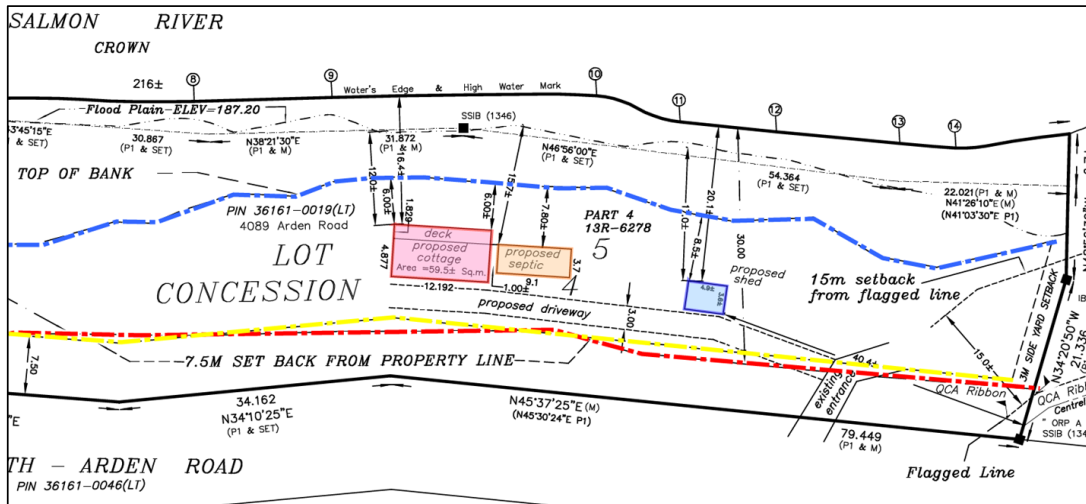


Figure 1: A portion of the survey sketch (prepared by Hopkins Chitty Land Surveyors Inc. dated January 16, 2026) submitted by the applicant showing the proposed dwelling (red square), septic system (orange square) and storage shed (blue square). Also shown is the 30 metre waterbody setback (red dashed line), the 7.5 metre front yard (yellow dashed line) and the top of bank for the steep slope (blue dashed line).

The proposed new dwelling will have a footprint of 59.5 square metres (640.5 square feet), plus a 23.63 square metre (254.5 square foot) attached uncovered and unenclosed deck on the water side of the dwelling. This structure will have a minimum waterbody setback of 16.4 metres (53.8 feet) to the high-water mark of Salmon River, measured to the edge of the attached deck.

The proposed storage shed will have a footprint of 17.64 square metres (190 square feet) and a minimum waterbody setback of 20.1 metres (65.9 feet) from the high-water mark of Salmon River.

This dwelling will be serviced by a new Class 4 septic system that will be located a minimum of 19 metres (62.3 feet) from the high-water mark of Salmon River.

Minor Variance

Minor variance approval is required for the development of the subject property for the following reasons:

Variance 1: Section 4.26.5(a) of the zoning by-law requires a minimum setback from the high-water mark of a waterbody for any building or structure of 30 metres (98.4 feet). This application proposes a minimum setback from Salmon River for the dwelling of 16.4 metres (53.8 feet); a variance request of 13.6 metres (44.6 feet).

Variance 2: Section 4.26.5(a) of the zoning by-law requires a minimum setback from the high-water mark of a waterbody for any building or structure of 30 metres (98.4 feet). This application proposes a minimum setback from the unevaluated wetlands for the dwelling of 26 metres (85.3 feet); a variance request of 4 metres (13.1 feet).

Variance 3: Section 5.6.2 of the zoning by-law requires a minimum front yard (with shoreline frontage) of 30 metres (98.4 feet) for the main building. This application proposes a minimum setback from Salmon River for the dwelling of 16.4 metres (53.8 feet); a variance request of 13.6 metres (44.6 feet).

Variance 4: Section 4.26.5(a) of the zoning by-law requires a minimum setback from the high-water mark of a waterbody for any building or structure of 30 metres (98.4 feet). This application proposes a minimum setback from Salmon River for the septic system of 19 metres (62.3 feet); a variance request of 11 metres (36.1 feet).

Variance 5: Section 4.26.5(a) of the zoning by-law requires a minimum setback from the high-water mark of a waterbody for any building or structure of 30 metres (98.4 feet). This application proposes a minimum setback from the unevaluated wetlands for the septic system of 26 metres (85.3 feet); a variance request of 4 metres (13.1 feet).

Variance 6: Section 5.6.2 of the zoning by-law requires a minimum front yard (with shoreline frontage) of 30 metres (98.4 feet) for accessory buildings. This application proposes a minimum setback from Salmon River for the septic system of 19 metres (62.3 feet); a variance request of 11 metres (36.1 feet).

Variance 7: Section 4.26.5(a) of the zoning by-law requires a minimum setback from the high-water mark of a waterbody for any building or structure of 30 metres (98.4 feet). This application proposes a minimum setback from Salmon River for the storage shed of 20.1 metres (65.9 feet); a variance request of 9.9 metres (32.5 feet).

Variance 8: Section 4.26.5(a) of the zoning by-law requires a minimum setback from the high-water mark of a waterbody for any building or structure of 30 metres (98.4 feet). This application proposes a minimum setback from the unevaluated wetlands for the storage shed of 23 metres (75.5 feet); a variance request of 7 metres (23 feet).

Variance 9: Section 5.6.2 of the zoning by-law requires a minimum front yard (with shoreline frontage) of 30 metres (98.4 feet) for accessory buildings. This application proposes a minimum setback from Salmon River for the storage shed of 20.1 metres (65.9 feet); a variance request of 9.9 metres (32.5 feet).

The number of variances required are due to the shape of the subject property and its location to both the Salmon River and nearby wetland. If the remainder of the subject property (to the northeast and southwest) were constrained further, then a zoning by-law amendment would have been required to ensure that a limited development envelope was clearly defined. However, in this instance, planning staff are of the opinion that the minor variance process is appropriate given the site-specific conditions.

Background Information

This application was originally submitted in June 2024, with ZanderPlan Inc. consultants as the agent/applicant. During the subsequent review and revision process the property owners decided to represent themselves on this application for minor variance.

The original application was requesting approval to construct a dwelling with attached deck, a gazebo, a Class 4 septic system and a detached garage on the subject property. As discussed in the proposal section, above, the current minor variance application is seeking approval to construct a dwelling with attached deck, a Class 4 septic system and an accessory storage shed. The revised and reduced development footprint proposed for the property resulted from information provided to the owner regarding the available development envelope on the property through the pre-application review process.

Township, County and Quinte Conservation Authority (QCA) staff conducted a joint site visit to the property on August 8, 2024. During this site visit, steep slopes were observed on the subject property along the entire shoreline of Salmon River. Additionally, wetlands were observed on the opposite side of Arden Road from the subject property. During this site visit QCA staff noted that with the wetlands being located on the opposite side of Arden Road, they would support a reduction in the normally required 30 metre (98.4 foot) setback from a wetland for the proposed development. The intervening roadway and proposed development elevation being lower than the roadway limited any potential negative impacts of the proposed development on the wetlands.

The largest constraints to development on the subject property are the shape of the property and the high steep slope along the shoreline of Salmon River. This slope starts at the shoreline and rises almost vertically approximately 15 metres (49.2 feet) before levelling out sufficiently to accommodate an area for construction of any structures. The topography of the property slopes up at the rear of the identified development plateau towards the travelled surface of Arden Road. Through consultation with Quinte Conservation Authority (QCA) staff it was determined that a minimum 6 metre (19.7 foot) setback from the identified top-of-bank of the slope to Salmon River may be permitted (compared to the 15 metre (49.2 foot) setback generally required), provided a satisfactory geotechnical review was completed to support the reduced setback.

The property owners retained Concord Engineering to complete the requested geotechnical review. This geotechnical review report dated July 14, 2025 was submitted to QCA for review. There was some back and forth between QCA and the property owners and Concord Engineering following the submission of the report. The final results and QCA review are discussed in the Comments section below.

Information Category	Response
Official Plan designation	Rural Area and within the Waterfront District
Zoning	Residential Waterfront (RW)
Current size (area) of subject property	0.82 hectares (2.03 acres)
Existing road frontage and access	Approximately 229 metres (751 feet) along Arden Road
Waterfrontage	Approximately 213.5 metres (700 feet) along Salmon River
Natural heritage features	Salmon River
Existing development	Vacant
Surrounding land uses	A mix of vacant and developed waterfront residential lots along the shoreline of Salmon River and Arden Road, Crown Land on the opposite (north) side of Salmon River from the subject property.

Pre-application Consultation:

The applicant consulted with Township and County planning staff, along with Quinte Conservation Authority staff prior to the submission of this application.

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 February 10, 2026 meeting, in accordance with Section 3(4.1) of Ontario Regulation 200/96 under the Planning Act, R.S.O. 1990, c. P.13.

Comments

Quinte Conservation Authority (QCA)

This application was circulated for review by QCA, comments dated January 23, 2026 indicated no objections to the application as presented. These comments are based on the QCA review of the Geotechnical Slope Assessment prepared by Concord Engineering, dated July 14, 2025 (Attachment 2) and the revised Survey Sketch, prepared by Hopkins Chitty Land Surveyors Inc. dated January 16, 2026 (Attachment 1).

QCA staff are satisfied with the slope assessment's conclusion that a 6 metre (19.7 foot) setback from the top of the slope to Salmon River is considered more than sufficient for structures and infrastructure. Per the submitted survey sketch, all development on the subject property meets the minimum 6 metre (19.7 foot) setback.

All proposed development exceeds QCA's minimum 15 metre setback from the 1:100-year flood plain of Salmon River, and the QCA required 15 metre setback from the unnamed watercourse located on the abutting lot to the north of the subject property.

These comments noted that QCA would usually apply a 30 metre (98.4 foot) setback from the wetland boundary located on the opposite side of Arden Road from the subject property. Given that Arden Road separates the property from this natural feature, QCA will support a reduction in this setback to allow for the proposed development as presented.

QCA staff are of the opinion that all proposed development, as outlined in this application and report, is consistent with Section 5.2 (Natural Hazards) of the PPS, and Quinte Conservation watershed policies.

The property owners will need to apply to the conservation authority for a permit prior to any development activity (including construction/ filling/ excavation/ site grading/ change of use) on the subject property. This permitting process is a separate process from the planning review process and a separate fee will apply.

Septic Approval Authority

Submitted along with this application is an application for the construction/ installation of a Class 4 septic system in the location shown on the survey sketch prepared by Hopkins Chitty. This application was completed by Glen Matson (BCIN 17167) confirming the proposed location (shown on the survey sketch) is suitable for the installation.

Planning staff would like to note that the applicants will still need to obtain Township Building Department approval for this submitted permit prior to the start of any construction or approval of any permits for the proposed dwelling.

Public Comments

There were no public comments received regarding this application as of the writing of this report.

Conformity and Consistency with Policy Planning Documents

An application for a minor variance 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 minor variance 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.

Township of Central Frontenac Zoning By-Law Number 2011-52

The subject property is zoned as Residential Waterfront (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 Zoning By-law requires all non-waterfront structures to be located a minimum of 30 metres (98.4 feet) from the highwater mark of any waterbody or wetland. The intent of the 30 metre (98.4 foot) waterbody setback is to provide a vegetative buffer between a development envelope and shoreline for the purpose of maintaining aquatic habitat, filtration of run-off, and reducing visual impacts of development on the waterfront character of the area.

The development (dwelling) as proposed will have a lot coverage of 1.0 percent, which is less than the maximum 10 percent lot coverage permitted by the Zoning By-law for the main building and the only vegetation proposed to be removed is what is needed to accommodate the development on the identified plateau area.

Planning Analysis and Considerations

Waterfront and Rural Character

The proposed dwelling will be located outside the required front yard setback from Arden Road. The level plateau suitable for development is located below the grade of Arden Road and the entire front yard will retain the existing dense vegetation. This is in keeping with the neighbouring lots with residential development.

The proposed development will not require the removal of any vegetation along the shoreline or the steep slopes. The existing vegetation will screen the dwelling from both Salmon River and Arden Road. The footprint of the dwelling is smaller than most new residential construction and has been designed to fit within the limited development envelope on the property. This is in line with the Township official plan policies to limit the dominance of the built form in the waterfront area and maintain rural character.

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

Sewage Disposal System Services

As noted in the Comments section above, the proposed dwelling will be serviced by a new Class 4 septic system, the location and design of which has been confirmed as suitable by a qualified septic designer.

Natural Heritage

The subject property has frontage along the shoreline of Salmon River. The proposed dwelling maximizes the waterbody setback, given the constraints of the property. The proposed new septic system is setback 16.4 metres (53.8 feet) to the high-water mark of Salmon River and complies with the minimum 6 metre (19.7 foot) setback from the top of the steep slope identified on the subject property.

On existing lots of record, consideration may be given to reductions in the minimum required 30 metre (98.4 foot) waterbody setback, only if it is not physically possible or not environmentally desirable to meet the waterbody setback. The shape and topography of the lot, including the slopes along both the shoreline of Salmon River and along the frontage of Arden Road significantly impact the ability of the proposed development to meet the 30 metre (98.4 foot) setback.

The observed wetlands on the opposite side of Arden Road are not anticipated to be negatively impacted by the proposed dwelling as the development location is downgrade from Arden Road. The existing drainage flow on the subject property is from the road down towards Salmon River.

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

Minimum Distance Separation

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

Natural and Human-Made Hazards

There were no human made hazards identified on the subject property.

As discussed in the Comments section above, Quinte Conservation Authority (QCA) has reviewed the submitted geotechnical assessment (completed by Concord Engineering) and concur with the conclusion that the locations proposed for all planned development on the property will not negatively impact the stability of the high steep slopes along the shoreline of Salmon River. Retaining all existing vegetation within a minimum of 15 metres (49.2 feet) of Salmon River, on the steep slope also aids in limiting potential negative impacts on the identified erosion hazard.

This development will be located outside the QCA required minimum 15 metre (49.2 foot) from the flood plain of Salmon River, and located several metres above the shoreline, further reducing potential impacts from flooding of Salmon River.

The elevation of Arden Road serves as a barrier to any flood potential that could result from the unevaluated wetlands on the opposite side of the road. This elevation also limits potential negative impacts of the development on these wetlands.

As a result, County planning staff have no concerns with either natural or human-made hazards for the proposed development.

Minor Variance

Under Section 45(1) of the *Planning Act* a minor variance application must meet all of the four tests of minor variance. The four tests are:

1. Is the application minor?
2. Is the application desirable for the appropriate development of the lands in question?
3. Does the application conform to the general intent and purpose of the Zoning By-law?
4. Does the application conform to the general intent and purpose of the Official Plan?

Planning staff are of the opinion that the proposed minor variance application to permit the development of an existing vacant lot of record meets the four tests of minor variance for the following reasons:

Is the application minor?

This application for the construction of a dwelling, storage shed, and septic system less than the required 30 metre (98.4 foot) waterbody/ wetland setback is considered minor as the size, layout and topography of the subject property limit the ability to further increase this setback. Increasing the setback from Salmon River would further reduce the setback from the unevaluated wetlands and require alterations to the slopes along the edge of Arden Road.

Is the application desirable for the appropriate development of the lands in question?

Approving the proposed minor variance application is desirable for the appropriate development of the subject property because it will permit an existing lot of record to be developed.

Does the application conform to the general intent and purpose of the Zoning By-law?

It is the opinion of planning staff that the proposed variance conforms to the general intent and purpose of the Township of Central Frontenac Zoning By-law because the proposed development maximizes the waterbody and wetland setbacks given the constraints of the property. There is no shoreline vegetation removal proposed, the dwelling will not exceed the permitted lot coverage for the RW zone, and the development can meet all other required setbacks, all of which aid in limiting any negative impacts on Salmon River or the unevaluated wetlands as a result of the proposal.

Does the application conform to the general intent and purpose of the Official Plan?

It is the opinion of planning staff that the proposed variance conforms to the general intent and purpose of the Township of Central Frontenac's Official Plan policies for the Waterfront District because there are no negative impacts anticipated on the water quality of Salmon River or the unevaluated wetlands.

The size, scale and location of the dwelling and accessory structures are designed to limit negative impacts on identified natural hazards. The limited proposed vegetation removal acts to both limit impacts on slope stability and screen the development from both Salmon River and Arden Road. This is in line with the Township official plan policies to limit the dominance of the built form in the waterfront area and maintain rural character.

Conclusion

Planning staff are recommending that the Committee of Adjustment approve application number APPN-2024-0020, 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: Revised Survey Sketch, prepared by Hopkins Chitty Land Surveyors Inc. dated January 16, 2026

Attachment 2: Geotechnical Slope Assessment prepared by Concord Engineering, dated July 14, 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 minor variance is granted through application APPN-2024-0020 to permit:
 - a. The development of an existing vacant lot of record, municipally known as 4089 Arden Road.
 - b. The construction of a dwelling with a footprint of 59.5 square metres (640.5 square feet), plus a 23.63 square metre (254.5 square foot) attached uncovered and unenclosed deck on the water side of the dwelling.
 - i. This dwelling shall be located a minimum of 16.4 metres (53.8 feet) to the high-water mark of Salmon River, measured to the edge of the attached deck.
 - ii. This dwelling shall be located a minimum of 26 metres (85.3 feet) from the edge of the unevaluated wetlands on the south side of Arden Road measured to the base of the dwelling structure.
 - c. The construction of a storage shed with a footprint of 17.64 square metres (190 square feet).
 - i. This storage shed shall be located a minimum of 20.1 metres (65.9 feet) from the high-water mark of Salmon River.
 - ii. This storage shed shall be located a minimum of 23 metres (75.5 feet) from the edge of the unevaluated wetlands on the south side of Arden Road.
 - d. A Class 4 sewage disposal system with a minimum setback of 19 metres (62.3 feet) from the high-water mark of Salmon Lake; and a minimum setback of 26 metres (85.3 feet) from the edge of the unevaluated wetlands on the south side of Arden Road.
2. The Revised Survey Sketch, prepared by Hopkins Chitty Land Surveyors Inc. dated January 16, 2026 shall be provided along with this decision to ensure compliance with the required setbacks.
3. This minor variance approval does not include zoning relief for any other existing or future structures on the property.
4. This variance is only applicable to Zoning By-Law Number 2011-52.

No Adverse Impacts

5. 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.
6. 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.
7. 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.
8. 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

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 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:

- Applications for development and site alteration on a portion of a site where the applicable stable slope and erosion allowances are not met shall require the submission of a geotechnical report prepared by a qualified professional to ensure that the property is suitable for development to the satisfaction of the Conservation Authority. (Section 3.11.1.A)
- 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 development and redevelopment opportunities of waterfront properties while maintaining the character of the waterfront area. (Section 4.8.5.O)
- On existing lots of record and lots in existing and approved Plans of Subdivision, consideration may be given to slight reductions to the minimum setback, only if it is not physically possible or is not environmentally desirable to meet this requirement and it can be demonstrated that there will be no negative impacts on fish habitat (Section 4.8.8.A.x)