



Committee of Adjustment Minutes

1:00 PM - Monday, September 22, 2025
Council Chambers

Present: Garry Wood, Chair; Carl Tooley, Member; Jim Ogilvie, Member; and Brent Smith, Alternate Member

Absent with Regret Councillor Roy Huetl (Council Liaison)

Also Present: Tara Mieske, Secretary/Treasurer, Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac; Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; and Marnie Geerlinks, Administrative Assistant to the Clerk's Department

1. Call to Order

The Chair called the meeting to order at 1:00 p.m.

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Approval of Agenda

a) *September 22, 2025*

43-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the Committee approves the Agenda dated September 22, 2025, as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

5. Delegations

None.

6. Adoption of Minutes

a) *Minutes of Meeting held August 25, 2025*

44-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee adopts the Minutes of a Meeting held August 25, 2025, as circulated.

Carried

7. Business Arising Out of Minutes

None.

8. Zoning By-law Amendment Application (Recommendation to Council)

None.

9. Consent Applications

None.

10. Minor Variance Applications

a) *File #A13/25 - Request for Permission to Enlarge Legal Non-Complying Structure (1053B Pine Cove Lane)*

Jill Shannon, applicant, attended the meeting electronically.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application to expand a legal non-complying structure. The applicant is proposing to replace the existing unenclosed, uncovered deck and increase the area of the deck.

Kurylovich advised the property is developed with seven dwellings constructed between 1960-1980, prior to the current Zoning By-law. As the use of the property (multiple dwellings) does not comply with the current Zoning By-law, permission is required to expand the size of any non-complying structure/dwelling on the lot.

Kurylovich advised the property has an Official Plan designation of Waterfront Area; and is zoned Limited Service Waterfront. He noted the property is approximately 3.47 acres with 408 feet of water frontage on Kashwakamak Lake.

Kurylovich advised the existing dwelling is setback approximately 70 metres from the high water mark, and is serviced with an existing septic system. He advised the addition will allow the deck to run along the full length of dwelling, increasing the original footprint. He noted there will be no impact to the existing vegetation. Kurylovich advised the application was provided to Mississippi Valley Conservation Authority (MVCA) for review. MVCA advised there weren't any natural hazards identified, therefore their office had no objections to the proposed enlargement of the deck.

Kurylovich advised there were no public comments received regarding the application. He advised the application meets the two tests under Section 45(2) of the Planning Act

and recommended approval of the application subject to the conditions included in the planning report.

Jim Ogilvie advised he had no issues with the proposed development. Gary Wood noted he attended the site about a year ago when the dwelling was subject to a Minor Variance for an addition to the rear of existing dwelling. Carl Tooley advised he is supportive of the application.

Geerlinks advised there were no comments from the public participating electronically.

45-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Planning Application File #A13/25, a Request for Permission to expand a Legal Non-Complying Structure, shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by October 2, 2025.

Carried

b) File #A14/25 - Request for Permission to Enlarge Legal Non-Complying Structure (5853 Road 506)

Brooke Ross, applicant, was present for the meeting.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application to expand a legal non-complying structure. The applicant is proposing to demolish and rebuild the deck with an increase in the footprint by expanding deck along the front of the dwelling and adding a covered porch area.

Kurylovich advised the existing dwelling is non-compliant because the dwelling is located 4 metres (13 feet) from the rear lot line whereas 7 metres (22.97 feet) is required by the current Zoning By-law. He noted that while the location of the deck and the proposed addition take place outside of the deficient setback, Section 3.24 of the Zoning By-law makes no exception as to where a proposed expansion takes place on a legal non-conforming/non-complying structure.

Kurylovich advised the property has an Official Plan designation of Rural and Mineral Aggregate Resource; and is zoned Rural. he noted the property is developed with a one storey dwelling and a Class 4 septic system. He noted the application was not circulated to Mississippi Valley Conservation Authority for review, as the property has no wetland areas or steep slopes. He advised there was one public comment received in support of the application.

Kurylovich advised the application meets the two tests under Section 45(2) of the Planning Act and recommended approval of the application subject to the conditions

included in the planning report.

Carl Tooley advised he attended the site on September 12 and that the required marking signs were posted at the time of inspection. He advised this appears to be a straightforward application and recommended approval of the application.

Geerlinks advised there were no comments from the public participating electronically.

46-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Planning Application File #A14/25, a Request for Permission to expand a Legal Non-Complying Structure, shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall forward a copy of the Notice of Decision to the Applicant and each person or public body that made a written request to be notified, and any other person or public body prescribed by October 2, 2025.

Carried

11. Other Business

None.

12. Adjournment

a) *Adjournment of the Committee Meeting*

47-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the meeting adjourns at 1:19 p.m. until October 27, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary