



# Committee of Adjustment Minutes

1:00 PM - Monday, June 23, 2025  
Council Chambers

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

**Also Present:** Tara Mieske, Secretary/Treasurer (Clerk/Planning Manager); Brooke Drechsler, Deputy Clerk/Assistant to the Planning Manager; Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac (Electronic Participation); Councillor Roy Huetl (Council Liaison); and Marnie Geerlinks, Administrative Assistant to the Clerk/Planning Manager

## 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) *June 23, 2025*

**21-25 Moved by Carl Tooley, Seconded by Jim Ogilvie**

**Be It Resolved That** the Committee approves the Agenda dated June 23, 2025, as circulated.

**Carried**

## 4. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

## 5. Delegations

None.

## 6. Adoption of Minutes

a) **May 26, 2025**

**22-25 Moved by Jim Ogilvie, Seconded by Carl Tooley**

**Be It Resolved That** the Committee adopts the Minutes of a Meeting held on May 26, 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 #A05/25 - Lot 11, Plan 1114, Geographic Township of Barrie (1651 South Kash Lake Lane) - Request for Permission to Expand Legal Non-Complying Structure***

Jim Bathe, Applicant, was present for the meeting.

Dimitry Kurylovich, Senior Planner, provided an overview of the application for an enlargement of a legal non-complying structure. The applicant is proposing to construct a 44.6 metre enclosed four season sunroom on the west side of the existing dwelling and extending the deck 18.6 metres. The existing dwelling is setback 15.2 m (50 ft) from the high water mark of Kashwakamak Lake. The proposed expansion will result in a setback of 13.7 m (45 feet).

Kurylovich advised the Official Plan designation of the property is Waterfront Area and the Zoning designation is Limited Services Waterfront. He noted the property is 1.16 acres and developed with a 950 square foot dwelling with 710 square feet of decking on the north and west side; a sleep cabin with stairs (proposed to be removed); a stand alone chimney (to be removed with materials reused within dwelling addition); a garage on the southside of the lot; and an existing septic system.

Kurylovich advised the application was reviewed by Mississippi Valley Conservation Authority (MVCA), with no objections noted to the proposed development. He noted MVCA permits minor additions to an existing structure up to a maximum of 40 square metres within the erosion hazard limit without the recommendation of a slope stability assessment. Kurylovich advised removal of the existing walkway is key to the proposal as it will allow the sunroom and deck to be constructed without the slope stability assessment. If the walkway is not removed, an additional planning application would be required with the slope stability assessment required as part of the application.

Kurylovich advised the proposed development meets the criteria to be considered under Section 45(2) of the Planning Act and recommended approval of the application subject to the standard conditions included in the planning report, with the added condition of the removal of the existing walkway prior to construction to ensure slope integrity.

Jim Ogilvie advised he attended the site on June 11, 2025, and that the required marking signs were posted. He noted the property is reasonably steep, with mixed vegetation. He advised the proposed addition is located on the west side of the existing dwelling and does not appear to negatively impact neighbouring properties. He recommended approval of the application subject to the conditions included in the planning report.

Tooley asked who was responsible for the inspection of the existing septic system. Kurylovich advised the Chief Building Official will inspect the system. Tooley noted the walkway to the sleep cabin is existing and off the ground. He noted it does not appear to be an erosion hazard and asked why it needs to be removed. He noted if the slope is steep, the walkway provides a safe way to move between the dwelling and the sleep cabin. Kurylovich advised MVCA's policies, provide that any addition more than 40 square metres on a steep slope requires an assessment. Without the removal of the walkway, the proposed addition would exceed these provisions and an assessment would be required due to the increased risk of slope failure. He noted MVCA determines the threshold to trigger the assessment.

Wood asked how the the applicant will access the shoreline with the removal of the walkway. Mr. Bathe advised they will have to go around the sleep cabin. He advised they will build stairs that face towards the sleep cabin. He advised due to the location of the proposed addition it will require the removal of most of the walkway.

Drechsler advised there were no comments from the public.

**23-25 Moved by Jim Ogilvie, Seconded by Carl Tooley**

**Be It Resolved That** Planning Application File #A05/25, 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 condition regarding the removal of the walkway be at the time of issuance of the building permit;

**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 July 3, 2025.

**Carried**

- b) ***File #A06/25 - Lot 10, Plan 1419, Geographic Township of Barrie (1133 North Pinnacle Point Lane) - Request for Permission to Expand Legal Non-Complying Structure***

The applicants were not in attendance at the meeting.

Dmitry Kurylovich provided an overview of the application to expand a legal non-complying structure. The applicants are proposing to construct a 20 square metre sunroom on the west side of the existing dwelling with an extension of the deck. The dwelling is current set back 12.5 metres from Big Gull Lake. The setback of the proposed addition will be 9.4 metres (based on measurements taken at site visit).

Kurylovich advised the Official Plan designation of the property is Waterfront Area and the Zoning designation is Limited Service Waterfront. He noted the property is 1.5 acres and developed with a 138.61 square metre dwelling, a septic system with a setback of approximately 20 metres from the high water mark and an accessory structure within the 30 metre setback.

Kurylovich advised the proposed development will square off the existing dwelling with the development located on the west side. He noted the structure is getting closer to the water because of the fluctuating shoreline.

Kurylovich advised Mississippi Valley Conservation Authority has reviewed the application, with no objections to the proposed development. He noted MVCA typically does not support further encroachment into deficient setbacks associated with erosion hazards. He advised

native vegetation helps support the shoreline and reduce erosion hazards and provides stability. He noted that while the shoreline has good tree vegetation, more vegetation would be beneficial to provide a buffer between the dwelling and the lake, as well as improving the stability of the shoreline.

Kurylovich advised the proposed development meets the criteria to be considered under Section 45(2) of the Planning Act and recommended approval of the application subject to the conditions included in the planning report.

Garry Wood advised he attended the site on June 9, 2025, and the required marking cards were posted. He advised the existing dwelling is within the 30 metre setback. He noted the property had large trees but not a lot of vegetation, which became more limited towards the water. He advised the proposed addition fits in with neighbouring property aesthetics; and recommended approval of the application subject to the conditions included in the planning report.

Drechsler advised there were no comments from the public.

**24-25 Moved by Carl Tooley, Seconded by Jim Ogilvie**

**Be It Resolved That** Planning Application File #A06/25, 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 July 3, 2025.

**Carried**

## 11. Other Business

a) **2025 OACA Conference - May 11-14, 2025**

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

**Be It Resolved That** the Committee receives for information the Deputy Clerk/Assistant to the Planning Manager and Clerk/Planning Manager's Administrative Report entitled "2025 OACA Conference - May 11-14, 2025".

**Carried**

## 12. Adjournment

a) **Motion to Adjourn**

**26-25 Moved by Carl Tooley, Seconded by Jim Ogilvie**

**Be It Resolved That** the meeting adjourns at 2:02 p.m. until July 28, 2025, at 1:00 p.m. or at the call of the Chair.

**Carried**

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Chair

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Secretary/Treasurer