

Committee of Adjustment Minutes

1:00 PM - Monday, May 26, 2025
Council Chambers

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

Also Present: Brooke Drechsler, Secretary/Treasurer; Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac (Electronic Participation); Councillor Roy Huetl (Council Liaison); Kelly Watkins, Treasurer/IT Support; 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) *May 26, 2025*

15-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee approves the Agenda for May 26, 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 April 28, 2025**
16-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That the Committee adopts the Minutes of a Meeting held on April 28, 2025, as circulated.

Carried

7. Business Arising Out of Minutes

None.

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

None.

9. Consent Applications

- a) **File #B03/25, #B04/25, #B05/25 and #B06/25 - Part of Lot 21, Range B, Geographic Township of Barrie (14694 Highway 41) - Creation of Three New Lots and a Right-of-Way**

The applicant, Gord Hunter, was present for the hearing. The agent, Laura Stone, attended electronically.

Dmitry Kurylovich, Community Planner, provided an overview of the applications to create three new lots and a Right-of-Way for shared access. He advised the two proposed lots on the west side of the subject parcel will have frontage onto Skootamatta Lake Road, while the third proposed lot on the east side will have frontage onto Highway 41 and a shared access with an existing lot.

Kurlovich provided the following information regarding the proposed development:

	Proposed Area	Proposed Frontage	Official Plan Designation	Zoning Designation	Proposed Use
Lot 1 - Vacant	4.7 ha	147 metres +/- (Skootamatta lake Road)	Rural	Rural	Residential
Lot 2 - Vacant	2.2 ha	98 metres +/- (Skootamatta lake Road)	Rural	Rural	Residential
Lot 3 - dwelling and accessory structure	0.81 ha	48 m +/- (Highway 41)	Rural	Rural	Residential
Retained	20.9 ha				

Parcel					
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He noted the western lots are located along a boundary road between North Frontenac and Addington Highlands, with the applications provided to Addington Highlands for any comments or objections.

Kurylovich advised the western lots were also within the 500 metre influence area of the Cloyne Waste Site, requiring a D series study. He noted the study was provided with the application and peer reviewed, with no issues identified with the creation of the lots. He advised the applications were provided to Quinte Conservation Authority (QCA) who identified wetlands on the subject property; however no issues were identified.

Kurylovich advised the application to create a Right-of-Way for the eastern property was reviewed by the Ministry of Transportation of Ontario (MTO), who did not support the shared access onto Highway 41. MTO advised the shared driveway would only be considered if the original parcel has a minimum frontage of 250 metres, with the subject parcel only having 230 metres.

Kurylovich advised the creation of the two proposed lots on the western side were supported by QCA as well as the D series study. He noted the lots meet the requirements under the Zoning By-law and recommended approval of the two lots, subject to the conditions included in the Planning Report. Kurlovich advised that, as the MTO will not support the shared access to the proposed eastern lot, the Committee defer the application to provide the applicant an opportunity to explore alternatives.

Carl Tooley advised he attended the site with Alternate Member Brent Smith on May 17, 2025. He advised the required marking cards were posted; however he noted it was difficult to locate the corners of the proposed lots. He advised the area and frontage of the proposed lots meets the requirements of the Zoning By-law, with suitable building envelopes. He noted the topography of the property is rocky, with wetland areas towards the rear. Tooley noted he would like the D Series study to be registered on title to ensure future owners are ware of the proximity of the Waste Site. He recommended approval subject to the conditions in the planning report.

No public comments were provided.

17-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Consent Application File #B03/25 and #B04/25 for the creation of two New Lots shall be approved subject to the conditions included in the Planning Report;

And That the following be added for File #B03/25 and File #B04/25:

- Include a condition requesting a Compatibility Report from a Septic Designer with BCIN number;
- Include a condition requesting a Development Agreement addressing the proximity

of the Cloyne Waste Site, to be registered on title for Parcel A, Parcel B and the retained parcel;

And That the Notice of Decision for File #B03/25 and File #B04/25 shall include the requirement for a civic address and entrance permit for Parcel A and Parcel B;

And That the Secretary shall issue the Notice of Decision by June 9, 2025;

And That the Secretary shall forward the Notice 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;

And That all conditions shall be completed within a period of two year after Notice of Decision was given under subsection 53(15) or 53(24) of the *Planning Act*.

Carried

18-25 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Consent Application File #B05/25 for the creation of one New Lot and Consent File #B06/25 for the creation of a Right-of-Way Easement shall be deferred to give the applicant an opportunity to investigate alternative access options for the proposed and retained parcels.

Carried

10. Minor Variance Applications

a) ***File #A04/25 - Part of Lot 18, Concession 13, Geographic Township of Clarendon (1952B South Road) - Request to Expand Legal Non-Complying Structure***

Dmitry Kurylovich, Community Planner, provided an overview of the application requesting permission to expand a legal non-complying structure. He advised the application is proposing to demolish the existing structure and rebuild within a similar footprint, increasing the current setback of 2.7 metres from the high water mark to 5 metres. He advised a new septic system will be installed outside the 30 metre setback.

Kurylovich advised the property has an Official Plan designation of Waterfront Area and is zoned Limited Service Waterfront. The property is developed with the following:

- Dwelling with an area of 139.5 square metres
- Two sleep cabins - each with an area of 20 square metres
- A septic system within the 30 metre setback from the high water mark

Kurylovich advised Mississippi Valley Conservation Authority (MVCA) had no concerns with the proposed development; but recommended revegetation up to a depth of 3 metres to stabilize the shoreline, reducing erosion into the waterbody. He advised the Chief Building Official will issue a permit for the new septic system, located outside the 30 metre setback.

Kurylovich advised the proposed development meets the required criteria under Section 45(2) of the Planning Act and recommended approval of the application, subject to the conditions included in the Planning Report. He noted the proposed dwelling will have an

increased setback from the high water mark. He advised the lot is severely constrained, with a large slope towards the rear of the property.

Garry Woods advised he attended the property and noted the steep slope at the rear of the property leading to the flat area by the water. He agreed with Kurylovich's assessment and recommended approval, subject to conditions.

Jim Ogilvie asked for clarification on the types of suggested vegetation to be planted along the waterfront. Kurylovich advised MVCA can provide a list of species native to the area and best suited for erosion mitigation.

There were no comments from the public.

19-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Planning Application File #A04/25, 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 June 5, 2025.

Carried

11. Other Business

None.

12. Adjournment

a) *Adjournment of the Committee Meeting*

20-25 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the meeting adjourns at 2:11 p.m. until June 23, 2025, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary/Treasurer