

Committee of Adjustment Minutes

1:00 PM - Monday, July 27, 2026

Council Chambers

Present: Garry Wood (Chair); Carl Tooley (Member); Jim Ogilvie (Member); and Brent Smith (Alternate Member - Electronic Participation)

Also Present: Brooke Drechsler, Secretary/Treasurer; Marnie Geerlinks, Administrative Assistant to the Clerk's Department; Councillor Roy Huetl, Council Liaison; Sonya Bolton, Manager of Community Planning, County of Frontenac (Electronic Participation); Dmitry Kurylovich, Community Planner, County of Frontenac; and Lauren Breen, Planning Student, County of Frontenac

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) *July 27, 2026*

33-26 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the Committee approves the Agenda for the July 27, 2026 Meeting, 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 June 22, 2026*

34-26 Moved by Brent Smith, Seconded by Jim Ogilvie

Be It Resolved That the Committee adopts the Minutes of a Meeting held on June 22, 2026, as amended to include the following in Item 10 (a): "Ogilvie advised the percent grade is 30% or higher".

Carried

7. Business Arising Out of Minutes

a) **Resolution #29-26: File #A10/26 - Lot 9, Plan 1007, Geographic Township of Clarendon (1198A Helen Lane) - Request Permission to Enlarge a Legal Non-Conforming/Non-Complying Structure**

Mr. Raki, Applicant was present in Chambers for the hearing.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application to enlarge a legal non-conforming/non-complying structure. Kurylovich advised that County planning staff identified discrepancies from their site visit in the original proposal from the applicant at the June Committee of Adjustment meeting. County planning staff worked with the applicant to address the identified discrepancies, and the application was revised accordingly.

The applicant is proposing the following development;

- Convert the existing seasonal dwelling to a year-round home;
- Construct a one storey dwelling addition to the southwest corner of the existing dwelling with a footprint of 30 square metres and a setback of approximately 9.4 metres from the high watermark of Big Gull Lake;
- Construct a 13 square metre covered deck on the northeast side of the dwelling setback approximately 11 metres from the high watermark of Big Gull Lake; and
- Construct a 31 square metre screened in porch on the east side of the dwelling and south side of the covered deck.

Kurylovich advised that the existing dwelling is non-compliant because of the deficient waterbody setback. The dwelling is 11 metres from the highwater mark of Big Gull Lake. Kurylovich advised that the property is zoned Limited Service Waterfront (LSW) and is naturally vegetated with the exception of the development area. Kurylovich advised that Mississippi Valley Conservation Authority (MVCA) have no objection to the subject

application and recommended measures to mitigate the effects of erosion on the shoreline.

Kurylovich advised one comment was received from a neighbour prior to the June 22nd, 2026, public meeting stating that the existing dwelling did not have an uncovered deck on the east side; that the submitted site plan incorrectly identified the area west of the subject property as "woods" when it is in fact Big Gull Lake; and that the proposal seeks to expand the height, size, and volume of the original dwelling, contrary to Section 3.24(d) of the Zoning By-law.

No subsequent public comments have been received.

Kurylovich advised that the proposed covered porch and screened porch are being considered as new additions for the purposes of this application because of the considerable period of time since the original deck was removed.

Kurylovich advised that the proposed development meets the criteria under Section 45 (2) of the Planning Act and recommends approval of the application subject to conditions included in the Planning Report.

Carl Tooley advised he attended the site on May 26, 2026 and June 13, 2026 and noted the signs were posted. Tooley noted that the property is well vegetated with a mix of mature pine and maple trees. He advised that the crowns of the trees are above the roof line and that very limited vegetation will need to be removed for the proposed expansion. Tooley advised that the application stated there is a holding tank, but noted there is no holding tank on the property. Tooley recommended approval of the application, subject to the conditions in the planning report.

Geerlinks advised that there were no comments from the public.

35-26 Moved by Carl Tooley, Seconded by Jim Ogilvie

Whereas at the meeting held June 22, 2026, the Committee passed Resolution #29-26 deferring a Request for Permission to Enlarge a Legal Non-conforming/Non-complying Structure located at 1198A Helen Lane;

Therefore Be It Resolved That Planning Application File #A10/26, to expand the existing dwelling with the construction of an addition on the southwest corner, a covered deck on the northeast side and a screened in porch on the east and south east side, 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 August 6, 2026.

Carried

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

None.

9. Consent Applications

None.

10. Minor Variance Applications

a) ***File #A11/26: Part of Lot 29, Concession 3, Geographic Township of Palmerston (1043 Lake Road) - Minor Variance for Reduced Setback from Interior Lot Line***

Tanner Watt, Applicant was present in Chambers for the hearing.

Lauren Breen, Student Intern Planner with the County of Frontenac, provided an overview of the application for a Minor Variance for the reduced setback from the interior lot line. She advised this application is for a Minor Variance to construct a 1.5 storey accessory storage building (workshop) that is 71 square metres in area with an interior side yard setback of 2 metres. Breen noted Section 3.1.1.d. of Zoning By-law 55-19 states that unless specified in the By-law, no accessory use, building or structure shall be erected closer than 3 metres to any interior side, or rear lot line, or to any private lane/right of way.

Breen advised that the existing property is developed with:

- A three storey 32 square metre dwelling;
- A one and a half storey 35 square metre secondary dwelling;
- A one storey 12 square metre storage shed; and
- A Class 4 septic system

Breen advised that the Mississippi Valley Conservation Authority (MVCA) deemed the application as being outside of their regulated area and therefore did not have any technical comments. She stated no public comments were received.

Breen advised that this application meets the four tests under Section 45(1) of the Planning Act and recommends approval of the application subject to the conditions stated in the report.

Jim Ogilvie advised he attended the site on July 22, 2026 and confirmed that the signs were posted on the property. He stated that the property is well maintained and has a mix of trees. Ogilvie noted there is a shed on the property at the entrance on the roadside and asked the applicant if the shed would remain. Mr. Watt advised the shed is a temporary structure and will be removed when the proposed workshop is constructed. Mr. Watt advised the primary use of the proposed shed will be for wood storage and confirmed that there is a well treed buffer between the proposed development and the

neighbour's property. He noted there would be minimal sun shading impact on the neighbour's property. Ogilvie recommended approval of the application, subject to the conditions in the planning report.

Geerlinks advised that there were no public comments.

36-26 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That Planning Application File #A11/26, a Minor Variance for a Reduced Side Yard Setback for the Construction of an Accessory Storage Building, 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 August 6, 2026.

Carried

- b) ***File #A12/26: Lot 7, Plan 1419, Big Gull Lake, Geographic Township of Barrie (1105A North Pinnacle Point Lane) - Request for Permission to Expand Legal Non-Conforming/Non-Complying Structure***

Gordon and Jean Price, the Applicants were present in Chambers for the hearing.

Dmitry Kurylovich, Senior Planner with the County of Frontenac, provided an overview of the application to expand a legal non-conforming/non-complying structure. Kurylovich advised that this application proposes to construct a 7.4 square metre deck addition to an existing non-complying deck and stated the proposed development is an expansion of an existing legal non-complying dwelling footprint (deck included) that was constructed prior to Township Zoning By-Law Number 55-19 coming into effect.

Kurylovich advised that the existing dwelling is non-compliant because of the deficient waterbody setback. He advised that the closest point of the dwelling (deck) is approximately 17 metres from the highwater mark of Big Gull Lake whereas 30 metres is required by the current Zoning By-law. The proposed deck addition will not encroach closer to the water.

Kurylovich advised that the existing, subject property is developed with:

- A one storey, square metre 66.8 square metre (780 square foot) dwelling located approximately 17 metres (57 feet) from Big Gull Lake;
- A 36.7 square metre (395 square foot) deck attached to the dwelling;
- A 12 square metre (135 square foot) boathouse;
- A small woodshed near the shoreline;
- A privy behind the existing dwelling; and
- A Class-4 sewage system located more than 30 metres (98 feet) from Big Gull Lake.

Kurylovich advised that the application is for a small deck expansion and that Planning staff are of the opinion the existing dwelling and deck are already part of the existing shoreline character and that the proposed development will have no impact on the character of the shoreline. He advised that vegetation will not need to be removed to accommodate the proposed development. There is a large tree that will be located adjacent to the proposed deck; however, it is unlikely to be impacted.

Kurylovich advised that the application meets the two tests under Section 45(2) of the Planning Act and recommends approval of the application subject to the conditions stated in the report.

Garry Wood advised he attended the site on July 22, 2026 and stated that the signs were posted and visible. Wood stated the property is well treed with a terraced terrain. He noted that there is a newly built retaining wall to support the septic. Wood advised that the deck expansion was well marked. Wood recommends approval of the application, subject to the conditions stated in the report.

Geerlinks advised there were no public comments.

37-26 Moved by Carl Tooley, Seconded by Jim Ogilvie

Be It Resolved That Planning Application File #A12/26, a Request for Permission to enlarge a Legal Non-Conforming/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 August 6, 2026.

Carried

11. Other Business

a) Ask the Planner

Dmitry Kurylovich, Project Manager/Senior Planner for the County of Frontenac, provided an overview of the differences and conditions required for Section 45(1) and 45(2) of the Planning Act; the process for site inspections of subject properties; and the process of the review and submission of planning applications.

12. Adjournment

a) Adjournment of the Committee Meeting

38-26 Moved by Jim Ogilvie, Seconded by Carl Tooley

Be It Resolved That the meeting adjourns at 2:25 p.m. until August 24, 2026, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary