# TOWNSHIP OF SOUTH FRONTENAC
# Committee Of Adjustment Meeting
# Agenda

TIME: 7:00 PM,
DATE: Thursday, May 8, 2025
PLACE: Storrington Centre/Virtual Via Zoom .

1. *Call to Order*

a) Resolution.

2. *Adoption of Agenda*

a) Resolution.

3. *Electronic Meeting Information*

a) The meeting will be live streamed at the following link: http://www.facebook.com/SouthFrontenacTwp/

Please visit the Virtual Committee of Adjustment Meetings page on the Township website for the link to register to be a participant in this meeting: https://www.southfrontenac.net/en/open-for-business/virtual-committee-of-adjustment-meetings.aspx

Instructions about participating via Computer, Laptop, Smartphone, Tablet and Telephone can be found at the above noted link as well.

b) PowerPoint Presentation Staff has prepared a PowerPoint Presentation that will be displayed on the screen of the meeting, you can also follow along with the PDF version that is in the attachment of this agenda item. 4 - 75

4. *Declaration of pecuniary interest*

a) Brett Moreland - Agenda Item 9. e)

5. *Approval of Minutes – April 10, 2025*

a) Resolution. 76 - 85

6. *Consent Applications from a Previous Meetings: (if applicable)*

7. *New Consent Applications:*

8. *Minor Variance / Permission Applications from a Previous Meetings: (if applicable)*

a) PL-ZNA-2025-0029 (Tucker) (Green) - Bedford District 86 - 183

Property Address: 60 McColl Lane

Purpose & Effect of the Application:

A minor variance is being requested to allow a 12.6m by 1.5m deck, attached to the waterside of a cottage, to be setback 1.5 metres from the highwater mark of Thirty Island Lake and 0.5 metres from top of

bank. The deck was constructed without the necessary approvals.

9. *New Minor Variance / Permission Applications:*

a) PL-ZNA-2025-0021 (Root) - Bedford District 184 - 231

Property Address: Unaddressed lands on Steve Babcock Lane

Purpose & Effect of the Application:

The application seeks zoning relief to permit the construction of a new seasonal dwelling and a septic system. The proposed ~60sqm (7.6mx7.9m) two-storey seasonal dwelling requires zoning relief to be setback 22m from the highwater mark of the wetland to the west, and 6m from the top of bank to the west. The proposed septic system requires zoning relief to be setback 19.5m from the highwater mark of the wetland to the west, and 6m from the top of bank to the west.

b) PL-ZNA-2025-0026 (Mulrooney) (Beach) - Storrington District 232 - 249

Property Address: Unaddressed lands to the East of 3256 Princess Road

Purpose & Effect of the Application:

Consent applications PL-BDJ-2023-0001 and PL-BDJ-2023-0002 were approved subject to conditions by the Director of Development Services on January 28, 2025. Zoning relief is required to permit the two new lots to be located on lands between 300m and 500m from the existing quarry south of Princess Road. Zoning relief is also required to permit the eastern lot to have 72m frontage on Princess Road instead of 76m.

c) PL-ZNA-2025-0040 (Craig) - Bedford District 250 - 267

Property Address: 545 Oak Bluffs Road

Purpose & Effect of the Application:

A 1320 square foot detached garage is proposed. The garage would be setback at least 6m from the eastern lot line. A minor variance is being requested to allow the garage to be setback less than the 15m from the interior side lot line required in the R-16 zone.

d) PL-ZNA-2025-0041 (Kemp & Mallen) - Loughborough District 268 - 285

Property Address: 6401 Salmon Lake Road

Purpose & Effect of the Application:

The property has an existing garage that is 8.7m from the front lot line, whereas the Zoning By-law requires a 20m setback. The owners propose a 400 square foot addition and a 220 square foot lean-to on the existing garage. Permission is being requested to allow the addition and the lean-to to be setback 5.8m from the front lot line.

e) PL-ZNA-2025-0046 (Frasso) - Loughborough District 286 - 308

Property Address: 1230 Burega Lane

Purpose & Effect of the Application:

The property has an existing house that is less than 30m from Loughborough Lake. The owners propose to replace the 360 square foot deck with a 238 square foot three-season screened porch. Permission is required to increase the gross floor area of the house by 238 square feet.

10. *Other Business*

a) Delegated Authority Consent Report 309 - 313

11. *Adjournment*

a) Resolution.

# Committee of Adjustment Meeting

Thursday, May 8, 2025
7:00 p.m. Storrington Centre
3910 Battersea Road, Sunbury, ON
and Virtual on Zoom

Joining us on Zoom? Your camera won't be turned on, and your microphone will stay muted unless you ask to speak during a comment period.

# Roll Call

Committee Members

- Norm Roberts
- Scott Trueman
- Ray Leonard
- Steve Pegrum
- Alan Revill
- Brett Moreland
- Kevin Fox
- Mike Howe

Staff

- Christine Woods, Manager of Planning
- Noah Perron, Planner
- Kate Kaestner, Planning Clerk/ Secretary-Treasurer



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# Agenda

- **Call to Order**
- **Adoption of Agenda**
- Meeting Information
- Declaration of Pecuniary Interests
- Approval of Minutes of Previous Meeting
- Hearings for Applications
- Consent Granting Authority Report
- Other Business
- Adjournment



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# Format for Each Hearing

1. Chair introduces application
2. Planner presents application
3. Applicant/agent permitted to address Committee
4. Members of the public permitted to address Committee (maximum 5 minutes per individual)
5. Staff and/or applicant to provide response to public comments / questions
6. Questions from Committee members (no comments or debate)
7. Secretary-Treasurer reads the resolution
8. Committee discussion and vote



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# After the Meeting

- Township staff will contact the applicant following the meeting.  Where a decision is made, it will be forwarded to the applicant and anyone who requested to be notified within 15 days.

- The applicant, the Minister or a specified person or public body as defined by the *Planning Act* subsection 1(1) may appeal the decision to the Ontario Land Tribunal.  The appeal must be filed with the Secretary-Treasurer of the Committee of Adjustment within 20 days of the notice of decision. The notice of appeal must set out the reasons for the appeal and be accompanied by the fee required by the Tribunal.

- If you have any questions after the meeting, please reach out to staff.



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# How to Speak to an Application

- The Chair of the meeting will open the floor to public comments
- On Zoom
  - Click “Raise Hand” button to request to speak or dial *9 (star nine) when participating by telephone
  - The Chair will acknowledge you, and the Meeting Host will unmute you
  - Once you are done speaking or the Committee has no further questions, the Meeting Host will mute your microphone
- In person
  - Raise your hand and wait for the Chair to acknowledge you
  - Move to the table and clearly state your name for the record



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# In Case of Technical Difficulties

- If a Committee member joining virtually disconnects from the meeting, the meeting will proceed if there is still quorum.  The Committee member will attempt to reconnect.
- If quorum cannot be met within 15 minutes, the meeting will be postponed.
- Staff will be in touch with applicants.
- A notice will also be posted on the Township's social media if the meeting is postponed.



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# Notice of Collection

- Personal information is collected to gather feedback and communicate with interested parties about applications.
- This information is collected under the authority of the *Planning Act* and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.
- With the exception of e-mail addresses and telephone numbers, all information and comments will become part of the public record and will appear on the Township's website.
- Meetings are broadcast live over the internet for the public to view.  Your voice will be heard in the broadcast if you speak at the meeting.  Broadcasts are archived and continue to be publicly available.
- Questions regarding the collection, use and disclosure of this personal information should be directed to the Township Clerk.



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# Agenda

- Call to Order
- Adoption of Agenda
- Meeting Information
- **Declaration of Pecuniary Interests**
- **Approval of Minutes of Previous Meeting**
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- Consent Granting Authority Report
- Other Business
- Adjournment

# Minor Variance / Permission Applications From Previous Meetings

# Application PL-ZNA-2025-0029

## Minor Variance

Applicant: Tracy Tucker

Agent: Shannon Green

Property: 60 McColl Lane

# PL-ZNA-2025-0029
# Committee Deliberation and Vote

# New Minor Variance / Permission Applications

# Application PL-ZNA-2025-0021

## Minor Variance

Applicant: Burnie Root

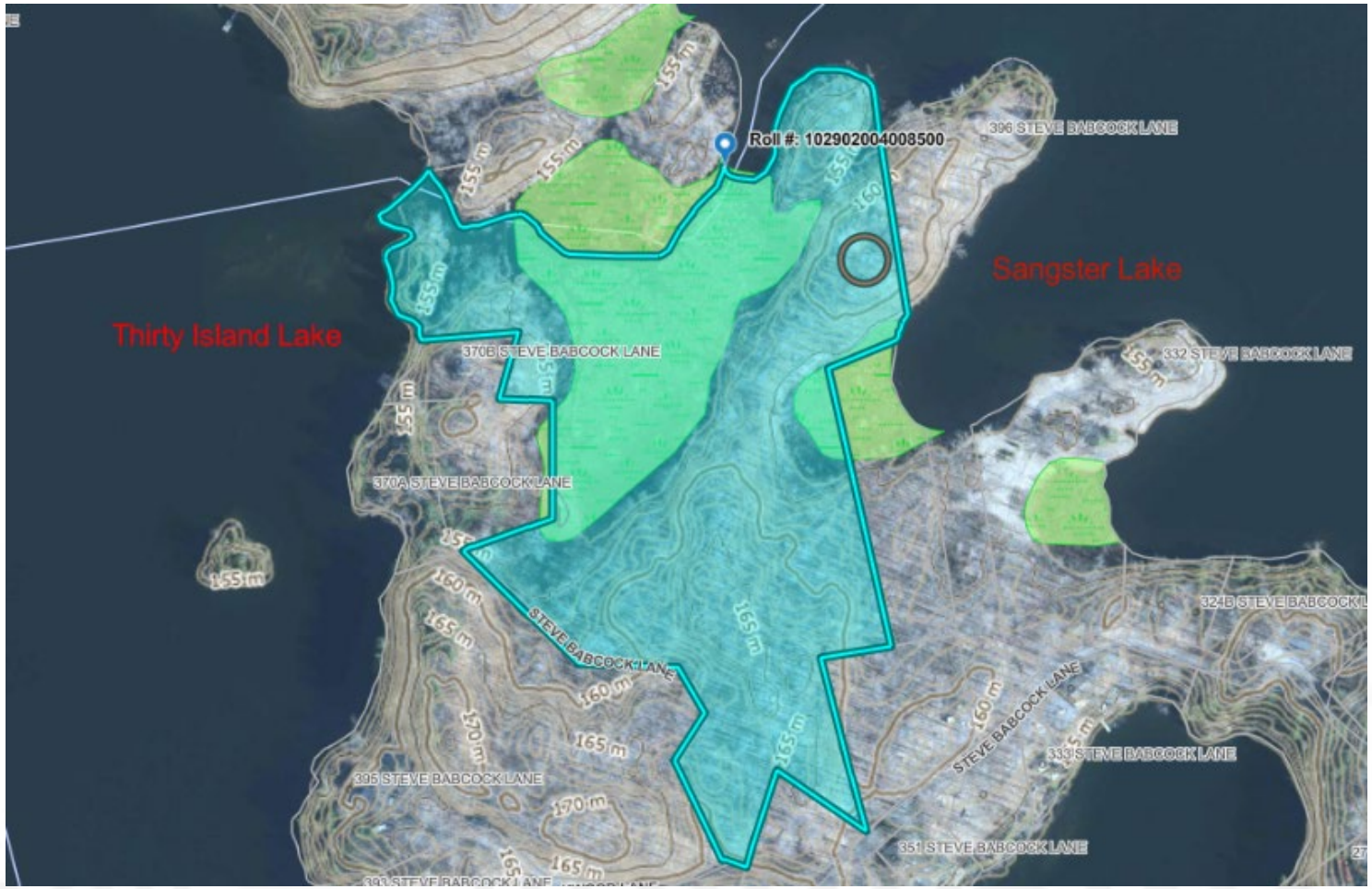
Property: Unaddressed property on Steve Babcock Lane



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# Background

- Irregular lot configuration/existing constraints
- 2012 Minor Variance






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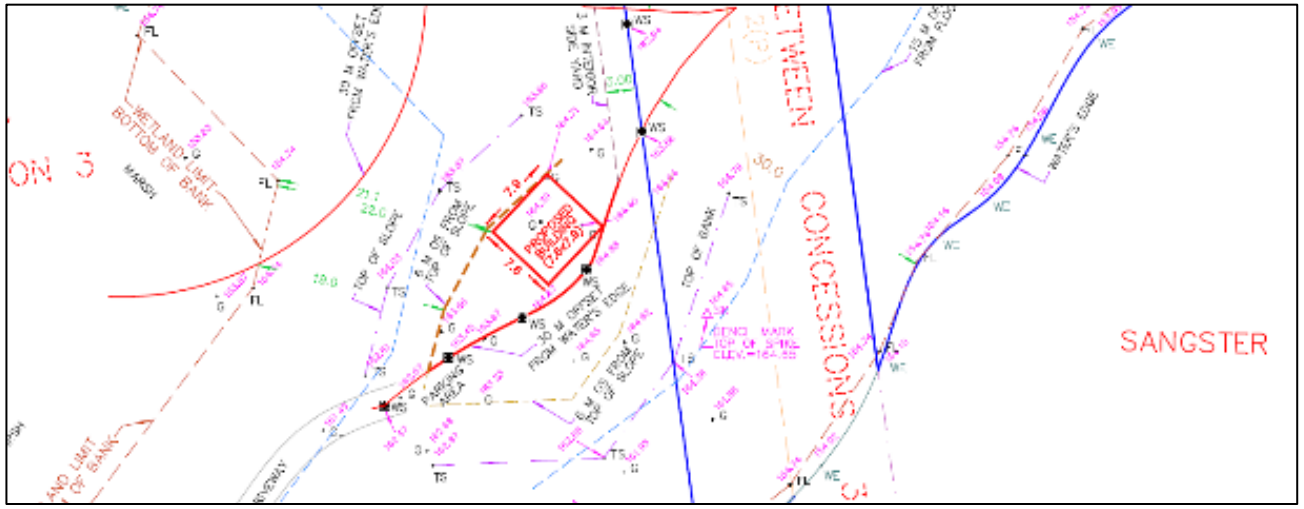
# Property Description

- ~10Ac in area
- Fronts on and accessed via Steve Babcock Lane
- Vacant
- Well vegetated
- Primarily Designated Rural (Large wetland designated Environmental Protection)
- Zone Rural (RU)

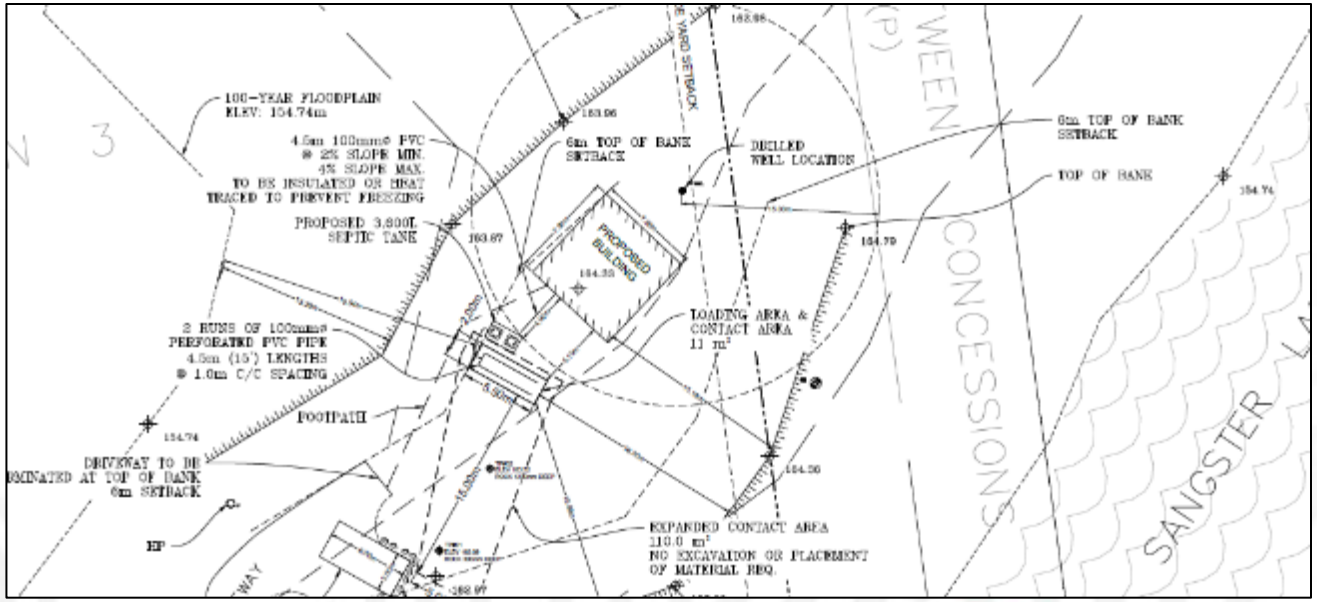


# Proposal

- Seasonal dwelling
  - ~60sqm (7.6m x 7.9m)
  - Setbacks to highwater mark/front yard
    - 30m to south
    - 22m to west
  - Setbacks to top of bank
    - 15m to south/east
    - 6m to north/west
- Sewage system
  - Setbacks to highwater mark
    - 30m to south
    - 19.5m to west
  - Setbacks to top of bank
    - 15m to south/east
    - 6m to north/west




Site Plan




Sewage Plan



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Building Envelope (Looking east towards Sangster Lake)



Building Envelope (Looking towards top of bank and wetland area below)



Closer look at top of bank to the east and Sangster Lake



Closer look at top of bank to the west and wetland feature below

# Submitted Documentation

- **Slope Stability Assessment (Groundworks Engineering Ltd., Nov 29, 2024, Rev: Dec 13, 2024)**
  - Concluded that the slopes on the subject property are composed mainly of bedrock and are considered stable
  - Dwelling and septic would be setback 6m from the stable top of bank of the shoreline slope to west, consistent with Provincial standards

# Department, Agency and Public Comments

- **Quinte Conservation**
  - No objection
  - Slope Stability Assessment was reviewed and the 6m top of bank setback is appropriate
  - O. Reg. 41/24 permit application submitted
- **Building Services**
  - No objection
  - Building permits required for both the dwelling and sewage system
- **Public Comments**
  - None received



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# Planning Analysis

Variance meets four tests of a minor variance

1. Maintains the general intent and purpose of the Township of South Frontenac Official Plan
2. Maintains the general intent and purpose of Zoning By-law No. 2003-75
3. Is desirable for the appropriate development of the lands in question
4. Is minor

# Recommendation

- Approval
- Pending any comments received
- Subject to conditions
  - Location of dwelling and sewage system to be consistent with submitted drawings
  - Development agreement to address runoff, erosion controls maintenance of a healthy shoreline buffer
  - Setbacks to be confirmed by and Ontario Land Surveyor at the building permit stage



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# Questions & Comments

1. Applicant/Agent
2. Members of the Public
3. Committee Member questions



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# PL-ZNA-2025-0021
# Committee Deliberation and Vote



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# Application PL-ZNA-2025-0026

## Minor Variance

Applicant: K. Mulrooney Trucking Limited

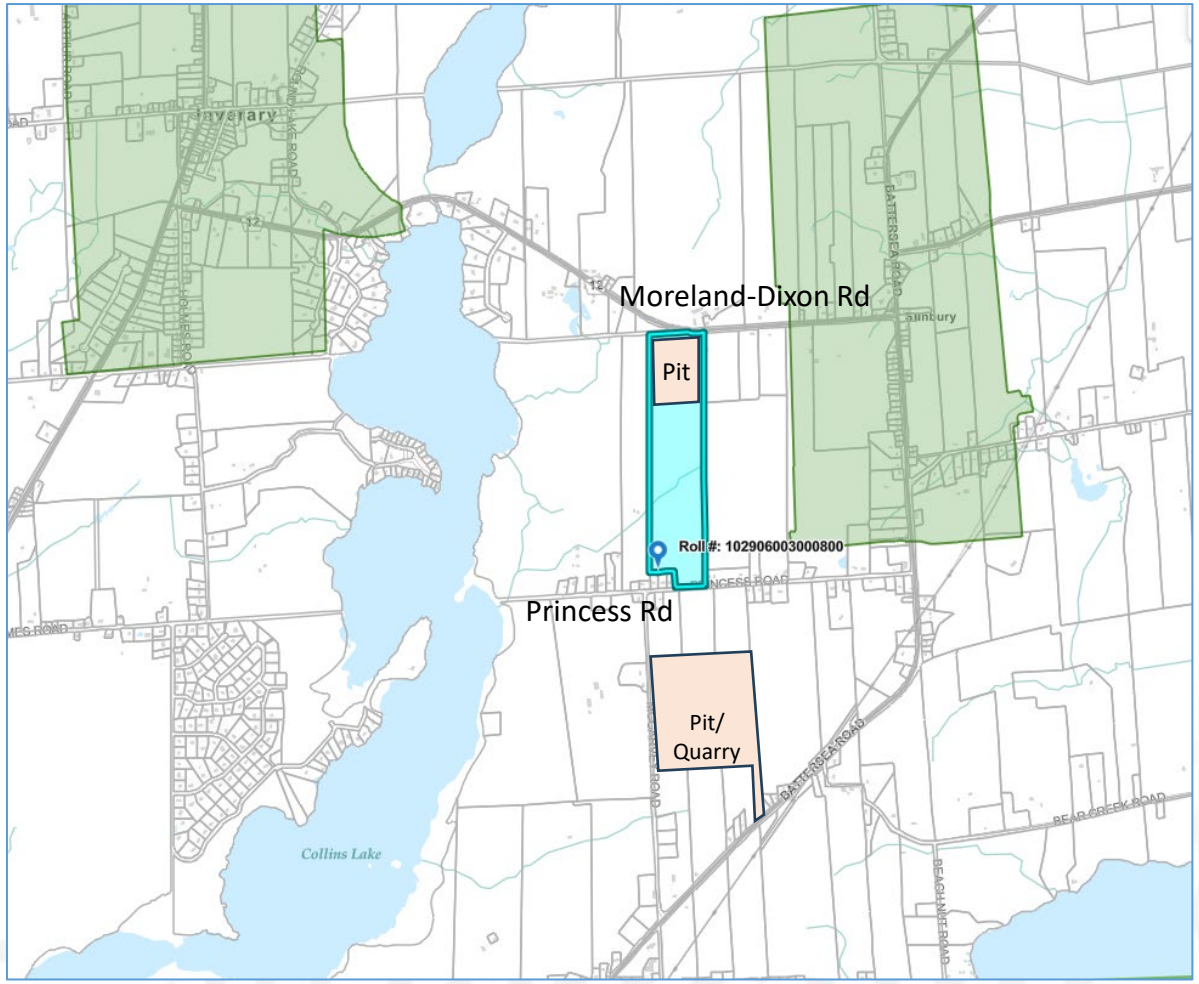
Agent: Gary Beach

Roll Number: 102906003000800

Location: Princess Road

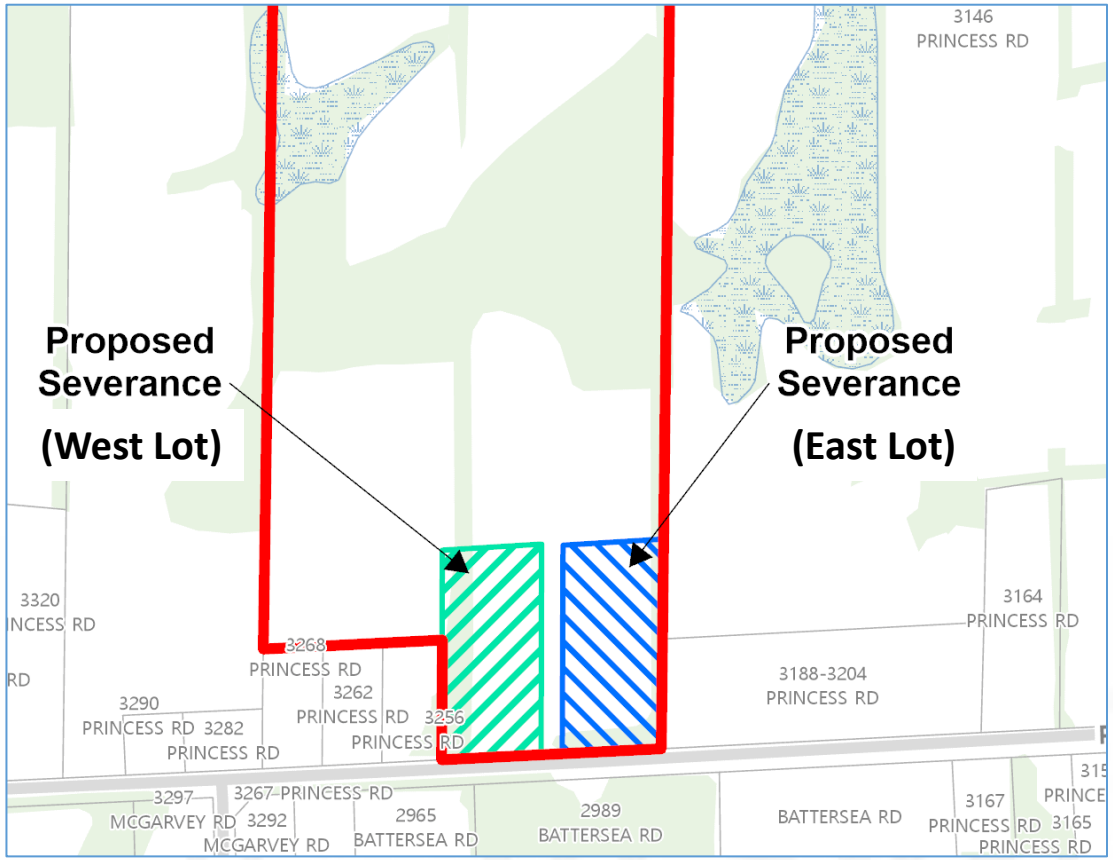
# Property Description

- Large rural property  (39.4ha) between Inverary and Sunbury
- Licensed pit in the north end
- Fields and forests in the south end
- Residential lots along Princess Road
- Licensed pit/quarry south of Princess Road



# Background

- Consent applications for residential lots on Princess Rd
- Director-approved in January 2025
- PL-BDJ-2023-0001 (west lot)
  - 1.2ha area
  - 76m lot frontage
- PL-BDJ-2023-0002 (east lot)
  - 1.2ha area
  - 72m lot frontage



# Required Zoning Relief

- Section 5.34.2 – to permit two rural residential lots to be setback 300m from an existing quarry to the south, where the Zoning By-law may permit residential land uses on lands between 300m and 500m of an existing or proposed quarry provided a minor variance or rezoning application is approved by the Township
- Section 7.3.2 – to permit the eastern lot to have a minimum of 72m lot frontage instead of 76m



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# Department, Agency and Public Comments

- None received

# Four Tests of a Minor Variance Met

1. Maintains the general intent and purpose of the Township of South Frontenac Official Plan
   - Mineral Aggregate Land Use Compatibility Report (Pro-Inspect, October 23, 2023)
     - The lots would not result in any compatibility issues with the quarry that could not be addressed by the operational characteristics, controls and regulatory framework that currently exist with respect to the licenced aggregate operation
   - Eastern lot frontage
     - Adequate sight lines for an entrance
     - Development potential of lot not impacted



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# Four Tests (Continued)

2. Maintains the general intent and purpose of Zoning By-law No. 2003-75
   - No compatibility issues identified with lots 300m from quarry to the south
3. Is desirable for the appropriate development of the lands in question
   - Allows lot creation that is compatible with pits, quarries, barns
   - Comparable to existing residential lots on Princess Rd
   - Eastern lot frontage ensures retained parcel has 20m frontage (for potential subdivision road)
4. Is minor



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# Recommendation

- Approval
- Pending any comments received

# Questions & Comments

1. Applicant/Agent
2. Members of the Public
3. Committee Member questions



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# PL-ZNA-2025-0026
# Committee Deliberation and Vote

# Application PL-ZNA-2025-0040

## Minor Variance

Applicant: David Craig and Alice Mitchell

Address: 545 Oak Bluffs Road

# Property Description

- Bob’s Lake
- Oak Bluffs Lane
- 2.5 acres
- Existing house with attached garage

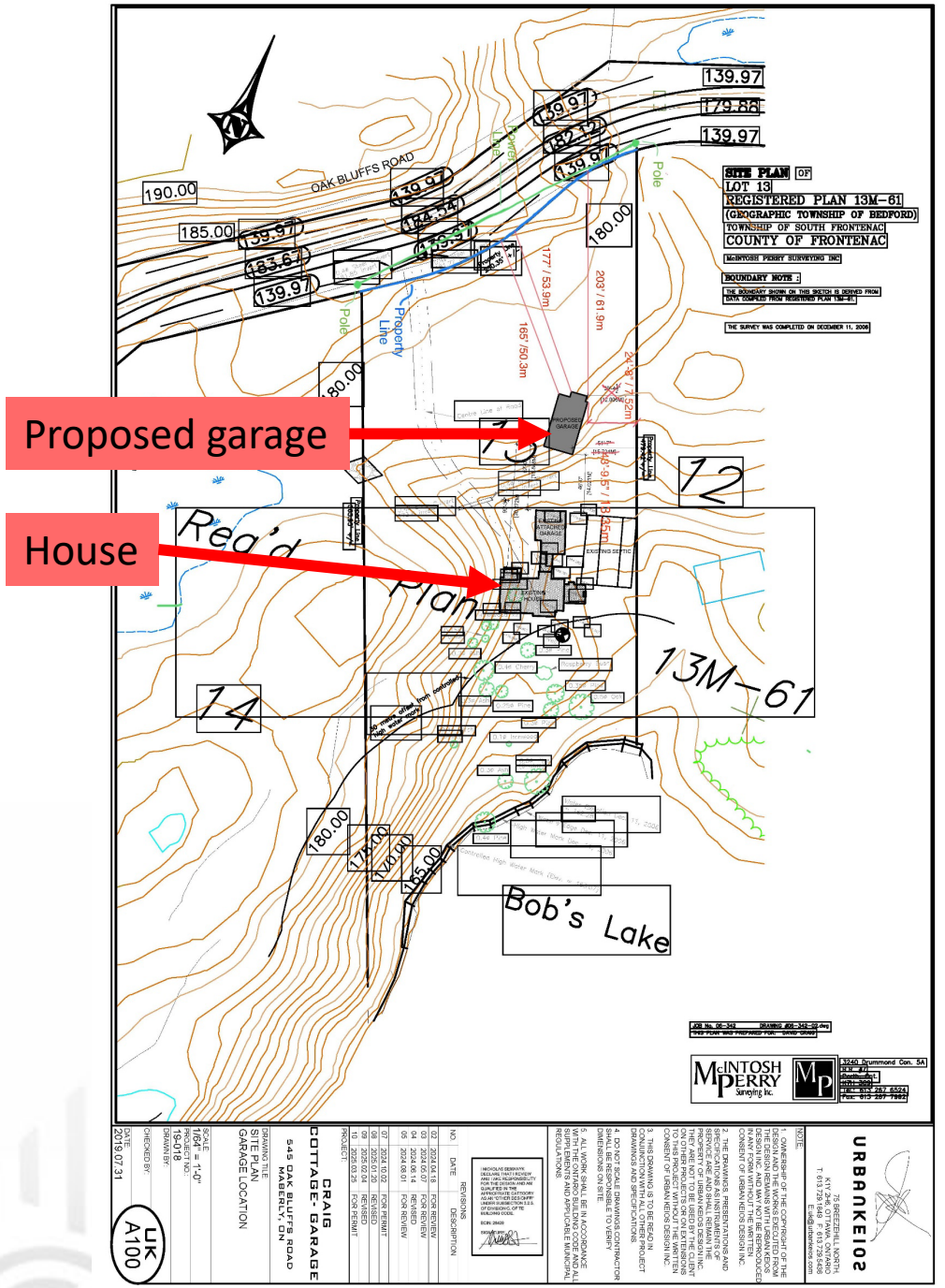





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# Background

- R-16 zone requires 15m interior side yard
- Minor variance granted for 12m interior side yard in 2007
- 6m interior side yard proposed for 1,320 sq. ft. detached garage






Source: Google Maps



Cleared area for proposed garage



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Property line (white), closest corner of building (yellow)



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# Department, Agency and Public Comments

- Jim McIntosh (527 Oak Bluffs Rd)
  - No objection
  - Reduced side yard will have no negative impact on their property

# Four Tests of a Minor Variance Met

1. Maintains the general intent and purpose of the Township of South Frontenac Official Plan related to rural residential development, and development adjacent to environmentally sensitive areas
2. Maintains the general intent and purpose of Zoning By-law No. 2003-75
   - R-16 zone requires 15m interior side yard for all buildings to maintain privacy separation between the lots in this subdivision
   - Garage location more than 45m from neighbouring house and screened by elevation and trees.
3. Is desirable for the appropriate development of the lands in question to minimize or eliminate need for site alteration
4. Is minor



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# Recommendation

- Approval
- Pending any comments received

# Questions & Comments

1. Applicant/Agent
2. Members of the Public
3. Committee Member questions



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# PL-ZNA-2025-0040
# Committee Deliberation and Vote



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# Application PL-ZNA-2025-0041

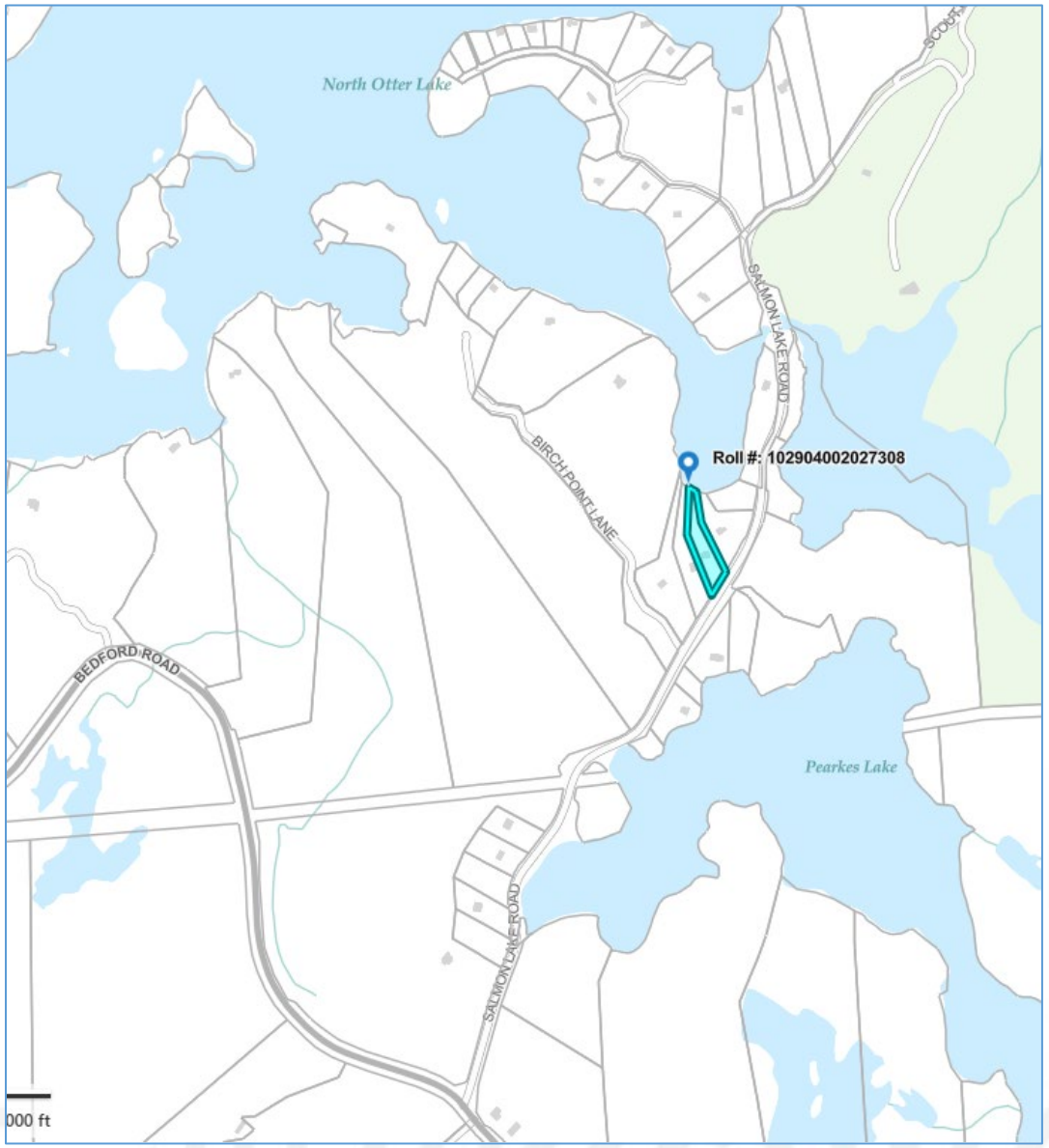
## Permission to Enlarge Legal Non-Conforming Use

Applicant: John Kemp and Tracey Mallen

Address: 6401 Salmon Lake Road

# Property Description

- Salmon Lake Road
- North Otter Lake
- 1.1 acres
- Existing buildings
  - House
  - Detached garage
  - Two sheds

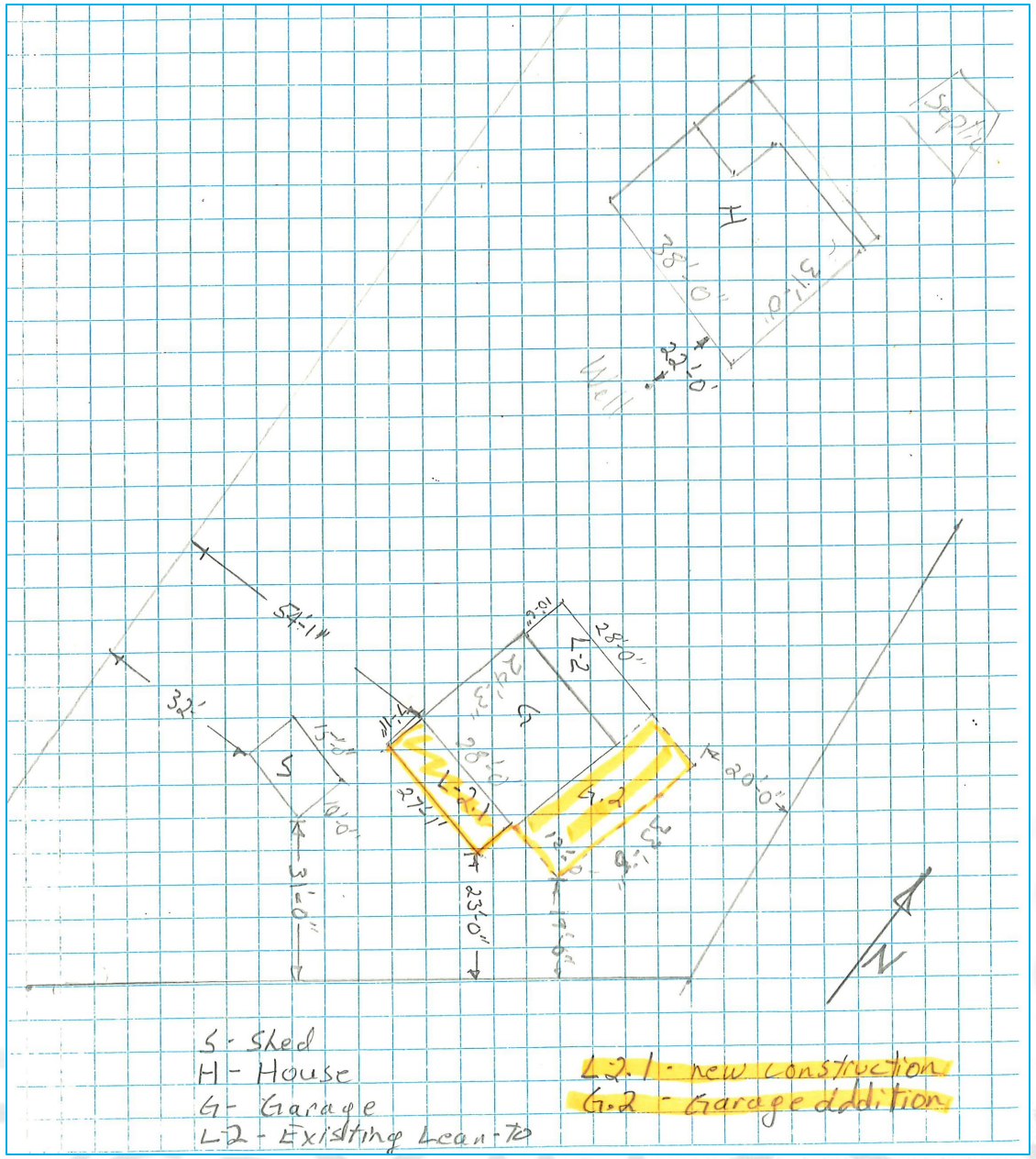





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# Proposal

- 400 square foot addition to the east side of the garage
- 220 square foot lean-to addition to the south side of the garage
- minimum of 5.8m front yard
- Move one shed to a compliant location






Source: Google Maps



View of property frontage looking east. Garage lean-to is visible between the two sheds.



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View of property frontage looking west.



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Southern lean-to on garage and addition location.



Northern lean-to on garage and addition location.

# Department, Agency and Public Comments

- None received

# Planning Analysis

- A garage is a permitted accessory building in the RW zone
- The garage is legal non-conforming because it was constructed before 2003, and it is 8.7m from front lot line instead of 20m.
- The additions would be 5.8m from front lot line
- No adverse visual impact anticipated
- Appropriate to grant permission to enlarge the garage



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# Recommendation

- Approval
- Pending any comments received

# Questions & Comments

1. Applicant/Agent
2. Members of the Public
3. Committee Member questions



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# PL-ZNA-2025-0041
# Committee Deliberation and Vote



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# Application PL-ZNA-2025-0046

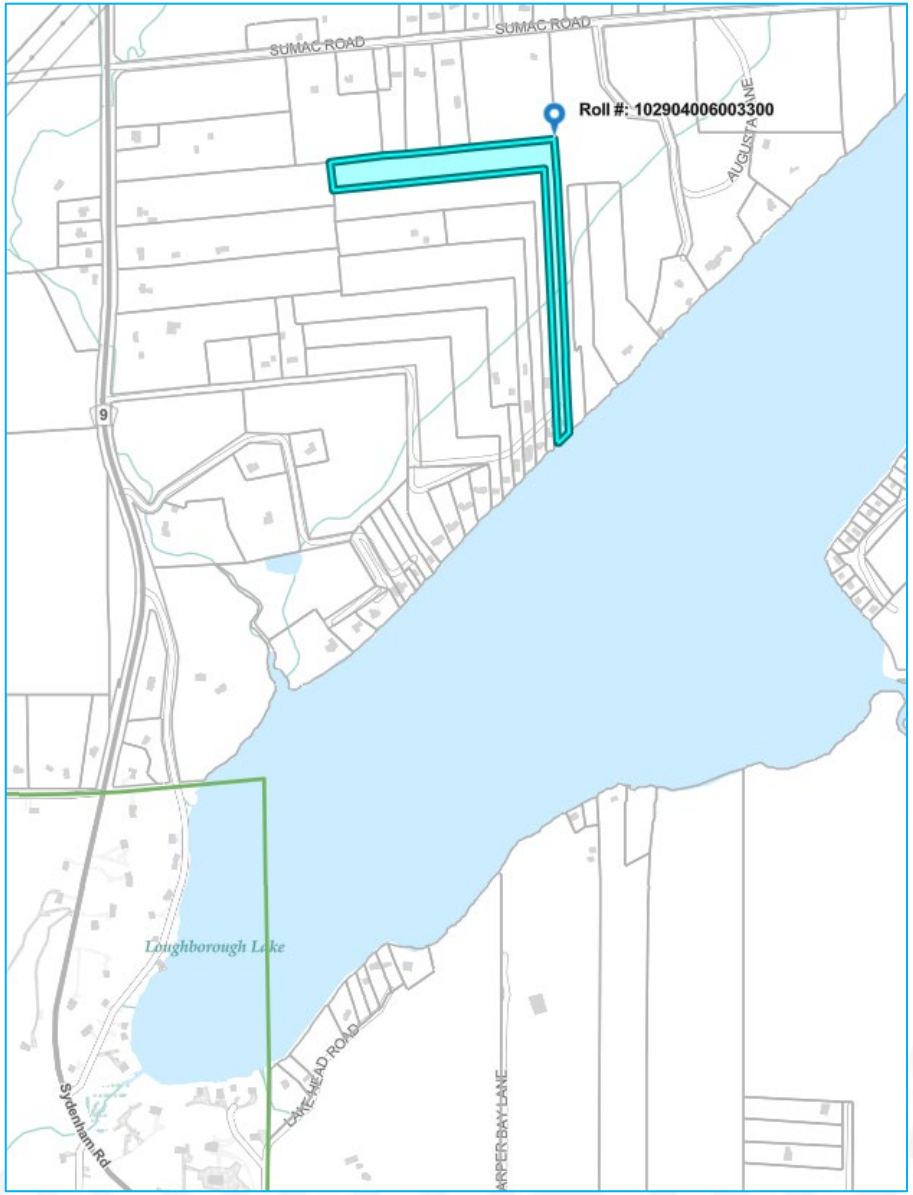
## Permission to Enlarge Legal Non-Conforming Use

Applicant: Michael Frasso and Shannon Ireland-Frasso

Address: 1230 Burega Lane

# Property Description

- Loughborough Lake
- Burega Lane
- 10 acres
- Existing house with attached garage and deck






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# Proposal

- Replace deck with a three-season screened porch
- Increase gross floor area of house by 238 sq. ft.
- Increase setback from highwater mark and top of bank by 0.5m






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SHANNON IRELAND-FRASSO
MICHAEL FRASSO
1230 BUREGA LANE

N

~~APPENDIX~~
"C"




EXISTING DECK
20 FT WIDE (ALONG BACK OF HOUSE)
16 FT DEEP + 2 FT OF STAIRS + 20" (1 FT 8") HEIGHT OFF GROUND

NEW PROPOSED DECK
17 FT WIDE (ALONG BACK OF HOUSE)
14 FT DEEP - NO STAIRS & AS CLOSE TO ON-GROUND AS POSSIBLE

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Area between house and top of bank



Shoreline



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# Department, Agency and Public Comments

- Cataraqui Conservation
  - Porch would be outside erosion hazard limit
  - No objection
  - O. Reg. 41/24 permit will be required
  - Recommend maintenance and enhancement of healthy buffer of native vegetation between buildings and the lake to ensure long-term erosion avoidance and slope stability, and that roof runoff be directed away from the shoreline.



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# Planning Analysis

- A house is a permitted use in the RLSW zone
- The house is legal non-conforming because it is less than 30m from highwater mark of Loughborough Lake
- The three-season screened porch would replace a larger deck
- Gross floor area of the house would increase, but lot coverage would decrease
- Setback to highwater mark and top of bank will increase by 0.5m
- No adverse visual impact anticipated
- Appropriate to grant permission to enlarge the house



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# Recommendation

- Approval
- Pending any comments received
- Subject to conditions
  - Remove the attached deck
  - Development agreement
    - Require maintenance and enhancement of a healthy buffer of native vegetation between the house and the lake to ensure long-term erosion avoidance and slope stability
    - Require best management practices for roof runoff so that slope stability is not impacted



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# Questions & Comments

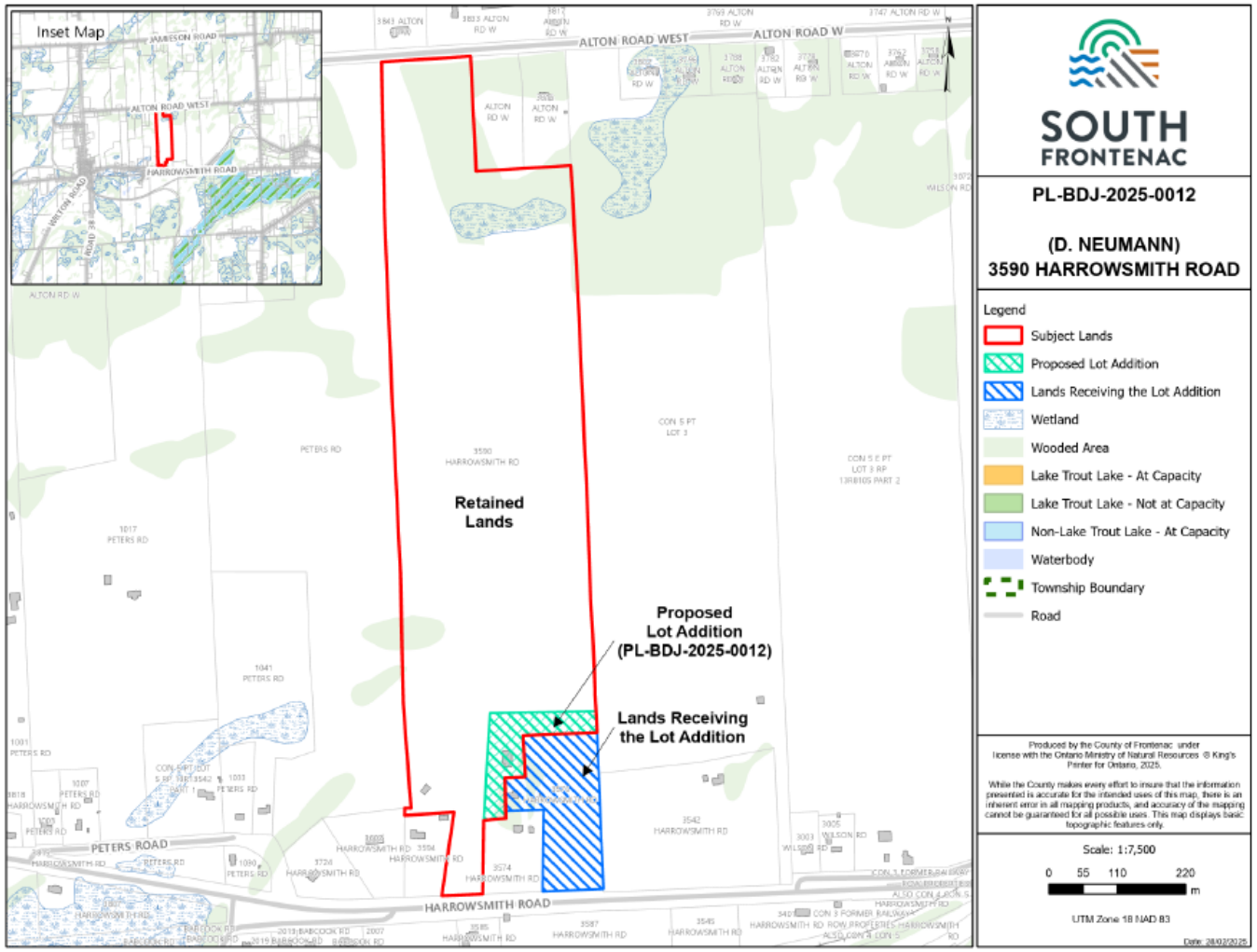
1. Applicant/Agent
2. Members of the Public
3. Committee Member questions

# PL-ZNA-2025-0046
# Committee Deliberation and Vote

# Delegated Consent Authority Report

## PL-BDJ-2025-0012

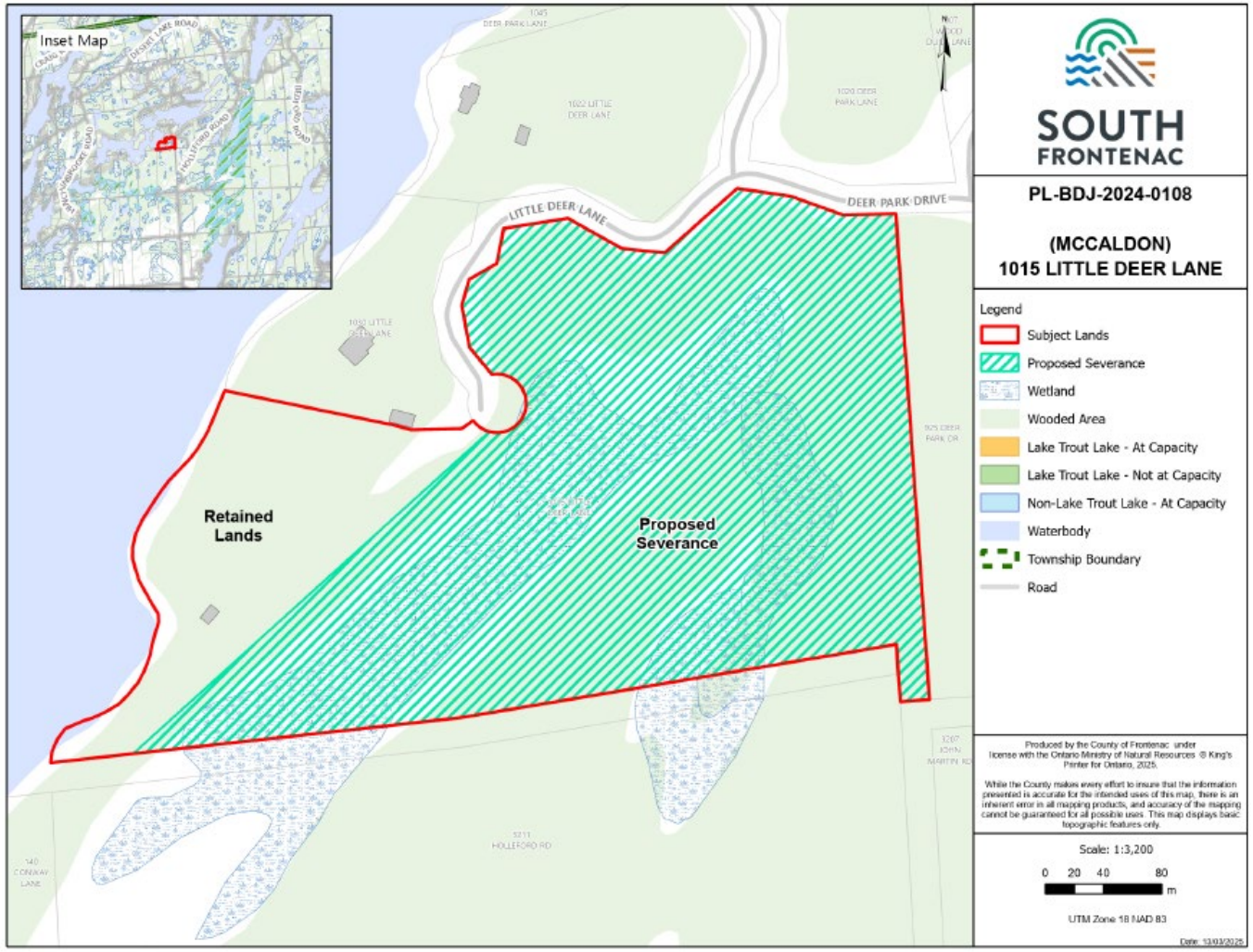
- Granted April 11, 2025
- Portland District
- 3590 Harrowsmith Road
- Lot Addition to 3576 Harrowsmith Road
- Severed
  - 3 acres in area
  - Increases area of #3576 to 10 acres
  - Contains a barn
- Retained lands
  - 74 acres in area
  - Contains a dwelling



# Delegated Consent Authority Report

## PL-BDJ-2024-0108

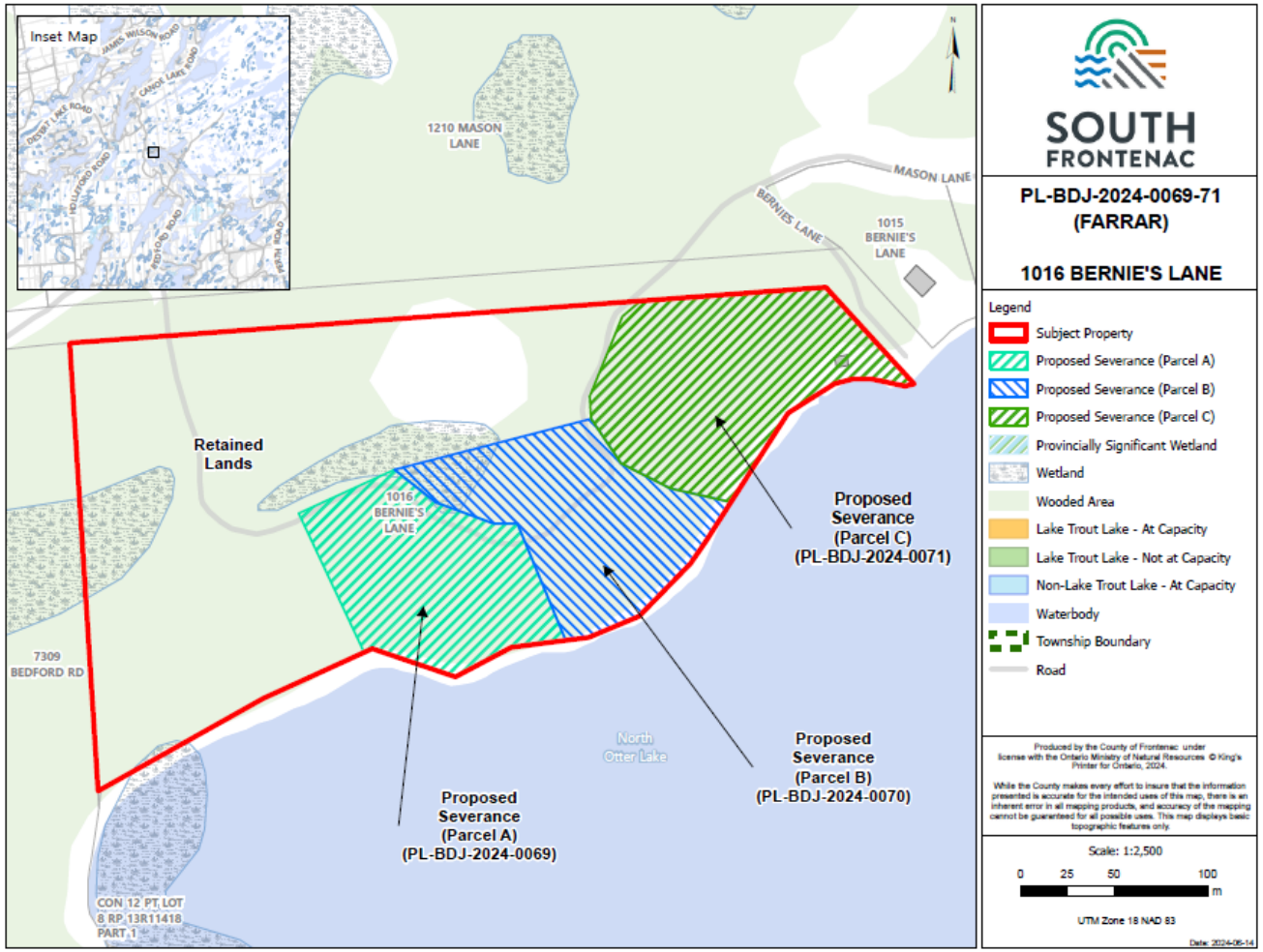
- Granted April 15, 2025
- Portland District
- 1015 Little Deer Lane
- Create one new lot for conservation uses
- Severed parcel
  - 27 acres in area
  - 470m of frontage on Little Deer Lane and Deer Park Drive
  - Vacant
- Retained lands
  - 9 acres in area
  - 24m frontage on Little Deer Lane
  - 275m frontage Fourteen Island Lake
  - Contains a cottage



# Delegated Consent Authority Report

## PL-BDJ-2024-0069, 0070 & 0071

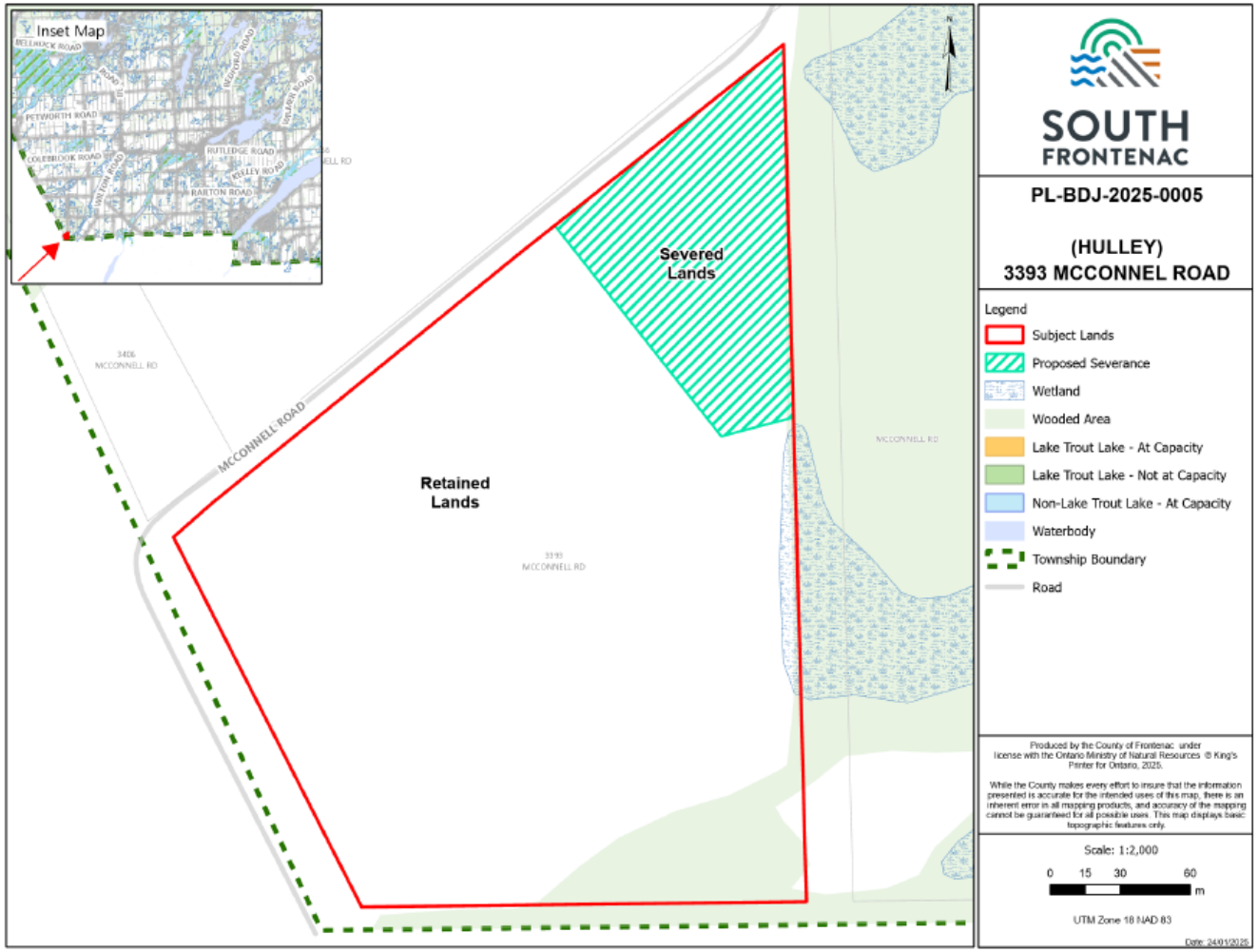
- Granted April 16, 2025
- Loughborough District
- Create 3 Recreational properties
- Severed parcels
  - 2.5 acres in area
  - 76m frontage Mason Lane
  - 115m frontage Otter Lake
  - Parcel A & B: Vacant
  - Parcel C: Contains a cottage
- Retained lands
  - 10 acres in area
  - 88m frontage on lane



# Delegated Consent Authority Report

## PL-BDJ-2025-0005

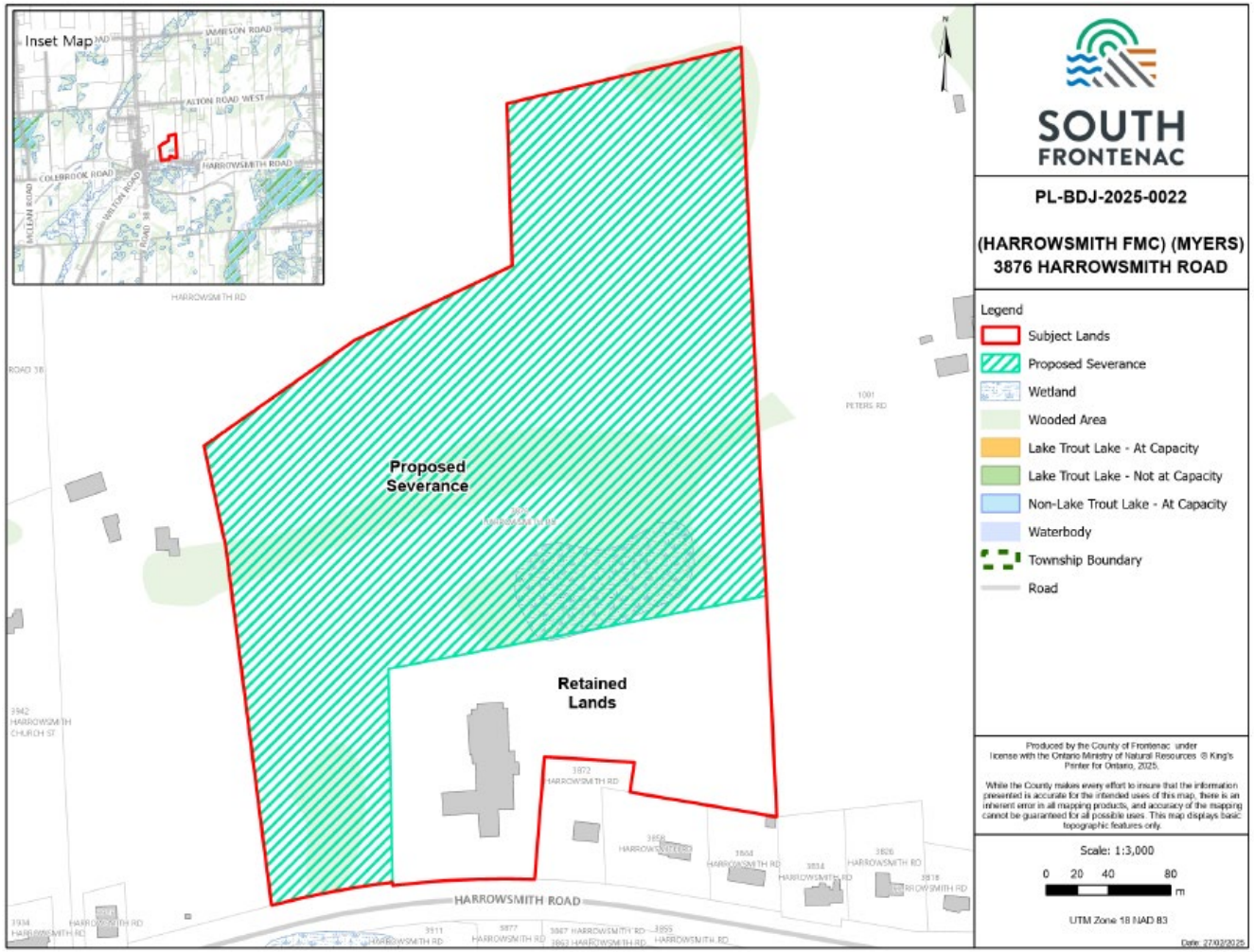
- Granted April 23, 2025
- Portland District
- 3393 McConnell Road
- Create one new rural residential lot
- Severed parcel
  - 2.2 acres in area
  - 125m frontage on McConnell Rd
  - Vacant
- Retained lands
  - 13.7 acres in area
  - 378m frontage on McConnell Road
  - Contains a dwelling and garage



# Delegated Consent Authority Report

## PL-BDJ-2025-0022

- Granted April 29, 2025
- Portland District
- 3876 Harrowsmith Road
- Create one new lot
- Severed parcel
  - 26 acres in area
  - 78m frontage on Harrowsmith Rd
  - Vacant
- Retained lands
  - 17.5 acres in area
  - 94m frontage on Harrowsmith Road
  - Harrowmith Free Methodist Church



# Adjournment

# Township of South Frontenac Committee of Adjustment Meeting Minutes

**Meeting # 2025-03**

**Time**: 7:00 PM
**Location**: Storrington Centre/Virtual Via Zoom

**Present**: Norm Roberts, Ray Leonard, Steve Pegrum, Scott Trueman, Alan Revill, Brett Moreland, Kevin Fox, Mike Howe

**Absent**:

**Staff**: Christine Woods, Manager of Planning, Noah Perron, Planner, Kate Kaestner, Planning Clerk & Secretary-Treasurer

1 Call to Order

a) Resolution.

Resolution No. 2025-03-01
Moved by: Mike Howe
Seconded by: Scott Trueman

THAT the April 10, 2025 meeting of the Committee of Adjustment for the Township of South Frontenac is hereby called to order at 7:00PM.

Carried

2 Adoption of Agenda

a) Resolution.

Resolution No. 2023-03-02
Moved by: Kevin Fox
Seconded by: Norm Roberts

THAT the Committee hereby adopts the Agenda for the April 10, 2025 Committee of Adjustment meeting.

Carried

3 Electronic Meeting Information

a) The meeting was live streamed at the following link: http://www.facebook.com/SouthFrontenacTwp/

b) PowerPoint Presentation: Staff prepared a PowerPoint Presentation that was displayed on the screen of the meeting.

4 Declaration of pecuniary interest

a) None declared.

5 Approval of Minutes – March 13, 2025

a) Resolution.

Resolution No. 2025-03-03

Moved by: Ray Leonard
Seconded by: Brett Moreland

THAT the Committee approves the minutes of the March 13, 2025 Committee of Adjustment meeting.

Carried

6 Consent Applications from a Previous Meetings: (if applicable)

7 New Consent Applications:

a) PL-BDJ-2024-0136 (Doornekamp) - Bedford District

Property Address: 1146 Devil Lake Road

Purpose & Effect of the Application:

The applicant seeks consent to sever for the purpose of creating two new rural residential lots. Severance 1 (PL-BDJ-2024-0136) would have approximately 22Ac of area and 130m of frontage on Devil Lake Road. The retained parcel would have approximately 32Ac of area with 182m of frontage on Devil Lake Road, and would contain the existing dwelling on the subject property.

Noah Perron, Planner, delivered his report to the Committee with a staff recommendation that the application be approved, subject to the conditions outlined in the Staff Report.

Steve Pegrum, Chair of the Committee inquired as to whether the applicant or their agent wished to address the Committee.

Ike Doornekamp, applicant, stated that he was a long-time resident of South Frontenac, and a retired science teacher, and as such he understands and shares the environmental concerns of the neighbouring landowners. Mr. Doornekamp stated that he respects the government processes and looks forward to completing the severances.

Mr. Pegrum inquired as to whether there were any questions or comments from members of the public regarding the application. None heard.

Mr. Pegrum asked Committee members whether they had any questions regarding the proposal.

Alan Revill, Committee member, asked for clarification on the location of a pond on the property, for which siltation concerns were raised by a neighbouring landowner.

Mr. Perron stated that the subject property contained a series of interconnected watercourses, and that the pond that was of concern to the neighbouring landowner is on the neighbour's property on the opposite side of Devil Lake Road.

Mr. Pegrum inquired as to whether there were any further questions from Committee members. None heard.

Kate Kaestner, Secretary-Treasurer & Planning Clerk, read the resolution for approval of the application, subject to conditions.

Mr. Pegrum gave Committee members the opportunity to discuss the resolution.

Mr. Revill stated that he believed the application to be reasonable, and that the pond in question was a significant distance away from the development envelope. The required setbacks from watercourses combined with the large lot sizes allow him to support the applications.

Mr. Pegrum inquired as to whether there were any further comments from Committee members. None heard.

Resolution No. 2025-03-04
Moved by: Ray Leonard
Seconded by: Brett Moreland

THAT the Committee of Adjustment hereby approves consent application PL-BDJ-2024-0136, for property municipally addressed as 1146 Devil lake Road, to allow for the creation of one new rural residential lot, being approximately 22 acres in area and having approximately 130 metres frontage on Devil Lake Road, subject to conditions.

Carried

b) PL-BDJ-2024-0137 (Doornekamp) - Bedford District

Property Address: 1146 Devil Lake Road

Purpose & Effect of the Application:

The applicant seeks consent to sever for the purpose of creating two new rural residential lots. Severance 2 (PL-BDJ-2024-0137) would have approximately 28Ac of area and 172m of frontage on Devil Lake Road. The retained parcel would have approximately 32Ac of area with 182m of frontage on Devil Lake Road, and would contain the existing dwelling on the subject property.

[See Minutes Text of Agenda item 7. a)]

Kate Kaestner, Secretary-Treasurer & Planning Clerk, read the resolution for approval of the application, subject to conditions.

Mr. Pegrum gave Committee members the opportunity to comment on the resolution. None heard.

Resolution No. 2025-03-04
Moved by: Norm Roberts
Seconded by: Kevin Fox

THAT the Committee of Adjustment hereby approves consent application PL-BDJ-2024-0137, for property municipally addressed as 1146 Devil lake Road, to allow for the creation of one new rural residential lot, being approximately 28 acres in area and having approximately 172 metres frontage on Devil Lake Road, subject to conditions.

Carried

c) PL-BDJ-2025-0003 (Orser) - Loughborough District

Property Address: Intersection of Cottage Road and Everett Lane

Purpose & Effect of the Application:

Consent to sever a rural residential lot. The severed parcel would be 6 acres in area with 120m frontage on Cottage Road. The retained parcel would be approximately 95 acres in area with 300m frontage on Cottage Road, and more than 1000m frontage on Everett Lane.

Christine Woods, Manager of Planning, delivered her report to the Committee with a staff recommendation that the application be approved, subject to the conditions outlined in the Staff Report.

Mr. Pegrum inquired as to whether the applicant or agent wished to address the Committee.

Ron Bruyns, applicant, stated that they have done their best to respect the environmental features of the property when preparing their proposal for severance.

Mr. Pegrum asked if any members of the public wished to comment on the application.

Richard Delve, neighbouring landowner, expressed his concerns about increased traffic on the road resulting in more garbage dumping in the area. He expressed concerns about a new dwelling increasing the risk of hunting accidents in the area. Mr. Delve stated that he feared that one house would turn into another and then another and it would result in "urban creep", which would diminish the natural setting of the area.

Mr. Pegrum inquired as to whether there were any further questions or comments from members of the public. None heard.

Mr. Pegrum gave Committee members the opportunity to ask questions regarding the proposal.

Alan Revill noted that the EIS had recommended initial contact with MECP prior to development, as well as fencing requirements during construction and dealing with Species at Risk. Mr. Revill inquired as to how these recommendations are implemented by the Development Agreement.

Ms. Woods stated that the Development Agreement is another tool that is used to notify the owner/developer that they have certain responsibilities under the *Endangered Species Act.* This *Act* is not enforced by the Township, it is enforced by the MECP. If the person developing the property found a Species at Risk and did not follow the appropriate steps, the Ministry would enforce the regulation.

Mr. Revill inquired as to how the MECP would be made aware of the development being initiated on the property.

Ms. Woods stated that typically the Township is not involved in discussions between the landowner and the MECP, however, we could add a clause in the Development Agreement that would require the applicant to make contact with the MECP and to provide evidence of this contact before a permit is issued for development.

Mr. Pegrum inquired as to whether there were any further questions form the Committee.

Mike Howe, Committee member, commended Ms. Woods' report and presentation.

Ms. Kaestner read the resolution for approval of the application, subject to conditions.

Mr. Pegrum asked committee members if they had any comments regarding the resolution.

Mr. Revill stated he was satisfied with the EIS report and would like to amend the resolution to include a condition to add a clause to the Development Agreement that speaks to the requirement of reaching out to MECP prior to development.

Ms. Kaestner stated that the resolution already speaks to the approval being "subject to conditions", but she will add wording to the official Decision that will ensure the Agreement includes a clause which requires the owner to make contact with MECP prior to obtaining any development approvals. Mr. Revill indicated he was satisfied with this change.

Mr. Pegrum inquired as to whether there were any further comments from Committee members.

Committee member Ray Leonard stated that he was very familiar with the property, and that he believed that these types of properties are more appropriate for residential development as opposed to farm fields. Mr. Leonard stated that he is very sure that Mr. Orser is going to do everything that is required for the creation of the lot, so he is supportive of the application.

Resolution No. 2025-03-06
Moved by: Alan Revill
Seconded by: Scott Trueman

THAT the Committee of Adjustment hereby approves consent application PL-BDJ-2025-0003, for unaddressed property at Cottage Road and Everett Lane, to allow for the creation of one new rural residential lot, being 6 acres in area and having 120m frontage on Cottage Road, subject to conditions.

Carried

8 Minor Variance / Permission Applications from a Previous Meetings: (if applicable)

9 New Minor Variance / Permission Applications:

a) PL-ZNA-2025-0025 (McNeice) - Bedford District

Property Address: 103 Grouse Lane

Purpose & Effect of the Application:

To request permission under section 45(2) of the Planning Act to enlarge the legal non-conforming dwelling within 30m of the highwater mark of Kingsford Lake. The applicant proposes to rebuild the existing 68.5sqm cottage and 27sqm deck within their same footprint. The proposal also seeks to build a ~23.3sqm deck on the west side of the cottage and a ~3.7sqm deck on the rear of the cottage. Building height would increase from ~3.5m to 5.6m. The highwater mark setback of the existing cottage (25m) and deck (21.5m) would be maintained. The top of bank setback of the existing cottage (~3m) and deck (~0m) would be maintained.

Noah Perron, Planner, delivered his report to the Committee with a staff recommendation that the application be approved, subject to the conditions outlined in the Staff Report.

Mr. Pegrum asked whether the application or agent wished to address the Committee.

Gary McNeice, applicant, stated that the cottage is in need of renovation, and that the reason for the change in roof design is to facilitate the removal of a load-bearing wall which will allow for a more open-concept design.

Mr. Pegrum inquired as to whether any members of the public wished to comment or ask questions.

Karin Long, neighbouring landowner, stated that she and Mr. McNeice had spoken about the proposal, and that they came to an agreement that the protection of the environment is very important.

Mr. Pegrum inquired (2 more times) as to whether there were any further questions from members of the public. None heard.

Ms. Kaestner read the resolution for approval of the application, subject to conditions.

Mr. Pegrum gave Committee members the opportunity to comment on and discuss the resolution. None heard.

Resolution No. 2025-03-07
Moved by: Brett Moreland
Seconded by: Ray Leonard

THAT the Committee of Adjustment hereby approves application PL-ZNA-2025-0025, for property municipally addressed as 103 Grouse Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Kingsford Lake, subject to conditions.

Carried

b) PL-ZNA-2025-0029 (Tucker) (Green) - Bedford District

Property Address: 60 McColl Lane

Purpose & Effect of the Application:

A variance is being requested to allow a 12.6m by 1.5m deck, attached to the waterside of the cottage, to be setback 1.5m from the highwater mark of Thirty Island Lake and 0.5m from top of bank. The deck was constructed without the necessary approvals.

Christine Woods, Manager of Planning, delivered her report to the Committee with a staff recommendation that the application be denied.

Mr. Pegrum asked whether the applicant or their agent wished to address the Committee.

Shannon Green, agent for the application, stated that when he purchased the cottage it was in a state of disrepair. He acknowledged that the renovation of the cottage and the construction of the deck was done without permits and expressed his regret for the situation. Mr. Green stated that he has worked closely with the Building Department, Planning Department and Quinte Conservation in an effort to rectify the situation. Mr. Green stated that he has been working with engineers and under the recommendations of the Slope Stability Assessment to reconstruct the deck supports to be out of the erosion hazard.

Tracy Tucker, property owner, stated that she has been a resident of South Frontenac since she purchased the property from Mr. Green in August 2024. It was only during the closing of the real estate transaction that the issues regarding construction without permit were discovered. She stated that she gave Mr. Green 6 months to obtain the necessary approvals. Ms. Tucker and her partner, Davis Baxter, found and purchased this property with the hopes of having it as their retirement home. Ms. Tucker stated that she was a member of the Ontario Provincial Police for many years, and was recently diagnosed with PTSD. She stated that this cottage, including the deck, is her sanity. She stated that with the possibility of the applications being denied, it has been very difficult, and had she known this is the way things would turn out, she would have maybe made a different decision in August and not purchased the property.

Davis Baxter, property owner, stated that he was appreciative of everything that Mr. Green has done in light of what was uncovered during the purchase and asked Committee members for their consideration.

Mr. Pegrum inquired (3 times) as to whether there were any members of the public who wished to comment on the application. None heard.

Mr. Pegrum gave the Committee members the opportunity to ask questions.

Alan Revill wished to verify that there were no permits obtained for the demolition and reconstruction of the cottage. Ms. Woods confirmed that there was a permit issued for a new sewage system but not for any other construction on the property.

Mr. Trueman inquired as to how the application got to this point, and asked if the new owner came to the Township to obtain the permit for the deck.

Ms. Woods stated that the Township was made aware some time in 2024 that construction without a permit had taken place, and since that time the applicant has been working with the Township and Quinte Conservation to try to get permits issued for the construction.

Ms. Woods stated that because the deck was new construction and is going closer to the water, it does not comply with the zoning by-law or the Official Plan, which is why the application is before the Committee. Ms. Woods confirmed that if the application is denied then the deck will need to be removed and if the application is approved then a building permit will need to be issued for it's construction.

Mr. Trueman requested clarification regarding the points made on Ms. Woods' slideshow, specifically in reference to the application not meeting the intent and purpose of the Official Plan.

Ms. Woods clarified that in situations where a structure is proposed to be enlarged and it is located less than the required 30 metres from the highwater mark, the Official Plan posits that in no case shall an already encroaching structure be permitted to encroach further on the setback from the highwater mark. In the case of this deck, the cottage was already only 3.2m from the highwater mark and the deck further encroaches on that setback, bringing it closer to 1.5m.

Mr. Trueman requested clarification regarding the erosion hazard and the introduction of the engineered plans to address the erosion concerns. Ms. Woods stated that because of the deck's close proximity to the water and to top of bank, Quinte Conservation required a Slope Stability study. That study determined that the footings were in the erosion hazard, and as a result the

deck had to be engineered so that it was being supported by the footings of the dwelling, similar to a cantilever design.

Mr. Green passed out copies of the Slope Stability Study to Committee members.

Brett Moreland, Committee member, stated that he is not sure how he can review the 44 page document during the meeting.

Ms. Kaestner read the resolution for denial of the application.

Mr. Pegrum inquired as to whether Committee members had any comments on the resolution.

Alan Revill stated that he was troubled by the constructed that has taken place and that the lack of transparency by Mr. Green has lead the current owner to be in a regrettable situation. He stated that he has asked himself, if this application were to have come forward prior to construction, how would it be viewed by the Committee and in his opinion, it would still be highly unlikely that the Committee would support the proposal even if that was the case.

Mr. Revill stated that regardless of neighbour support and it being a clear improvement to the property itself, the Committee has denied these types of proposals in the past. He supports the resolution as it stands.

The resolution for denial was defeated.

Mr. Trueman inquired as to whether the cantilevered design would then improve the setback of the deck. Ms. Woods confirmed that the setback is determined from the surface of the deck, so the cantilevered footing design does not change the proposed setback.

Mr. Trueman stated that he would like to put forth a motion to defer the application.

Mr. Roberts stated that he could not support the denial of the application because he had not been given time to read the Slope Stability report. He agreed with the motion to defer the application so that he and the other members can review the study.

Resolution No. 2025-03-08(a)
Moved by: Mike Howe
Seconded by: Alan Revill

THAT the Committee of Adjustment hereby **denies** minor variance application PL-ZNA-2025-0029, for property municipally addressed as 60 McColl Lane.

Defeated

Resolution No. 2025-03-08(b)
Moved by Scott Trueman
Seconded by Norm Roberts

THAT the Committee of Adjustment defers minor variance application PL-ZNA-2025-0029 for property at 60 McColl Lane, to allow the Committee time to review the Slope Stability Assessment provided on April 10, 2025 and any further documentation related to the application.

Carried

c) PL-ZNA-2025-0033 (Knott) - Storrington District

Property Address: 3968 Hideaway Lane

Purpose & Effect of the Application:

To request permission under section 45(2) of the Planning Act to enlarge the legal non-conforming dwelling within 30m of the highwater mark of Dog Lake. The applicant proposes to construct a 343sqft (32sqm) addition on the southern side of the existing dwelling. The proposed addition would increase gross floor area to 1313sqft (122sqm) and building height to 14ft (4.3m). The proposed addition would be setback approximately 76ft (23m) from the highwater mark of Dog Lake.

Noah Perron, Planner, delivered his report to the Committee with a staff recommendation that the application be approved, subject to the conditions outlined in the Staff Report.

Mr. Pegrum inquired as to whether the applicant or their agent wished to address the Committee.

Andy Knott, applicant, stated that they have lived at the property since 2008 and are looking to add another bedroom to the dwelling for guests as it is currently a one-bedroom dwelling.

Mr. Pegrum inquired (3 times) as to whether there were any comments from members of the public regarding the application. None heard.

Mr. Pegrum asked Committee members if they had any questions for the applicant or planning staff. None heard.

Ms. Kaestner read the resolution for approval of the application, subject to conditions.

Resolution No. 2025-03-09
Moved by: Brett Moreland
Seconded by: Ray Leonard

THAT the Committee of Adjustment hereby approves application PL-ZNA-2025-0033, for property municipally addressed as 3968 Hideaway Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Dog Lake, subject to conditions.

Carried

10 Other Business

a) Delegated Authority Consent Report

Kate Kaestner, Planning Clerk, delivered her report to the Committee.

There were no questions posed by Committee members regarding the report.

11 Adjournment

a) Resolution.

Resolution No. 2025-03-10
Moved by: Alan Revill
Seconded by: Mike Howe

THAT the April 10, 2025 meeting of the Committee of Adjustment for the Township of south Frontenac is hereby adjourned at 8:36 PM, to reconvene on Thursday, May 8th, 2025 or at the call of the Chair.

Carried

_____

Steve Pegrum, Chair

Docusign Envelope ID: B9CDA118-C759-4434-8A0A-52799F95851B

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

Date Received: 13. Mar. 2025 File No: PL.2NA.2025.0029

Pre-Consultation for this application ☑ Yes ☐ No

Planner: C. Woods Date of pre-consultation: _____

1. Name of Owner(s): Tracy Tucker

**Full Mailing Address** of Owner(s): 60 Mccoll lane, Godfrey, Ont K0H 1T0

Phone number of Owner(s): [redacted]

Email Address of Owner(s): [redacted]

2. If the applicant is **NOT** the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application, must accompany the application.

Name of Authorized Agent: Shannon Green

**Full Mailing Address** of Authorized Agent: 1630 Burbrook Rd, Glenburnie Ont, K0H 1S0

Phone number of Authorized Agent: [redacted]

Email Address of Authorized Agent: [redacted]

Agent as named above is hereby authorized to act on behalf of the owners for purposes of processing this application for Minor Variance.

DocuSigned by:
Tracy Tucker 3/13/2025 | 12:27 PM EDT
F0592068B1254 7D
Signature(s) of Owner(s)

3. The description of the subject land:

District: ☑ Bedford ☐ Portland ☐ Loughborough ☐ Storrington

Concession Number: 3 Lot Number: Lot 8

Street Number: 60 Name of Road/Street: Mccoll lane

Reference Plan Number: FR643185 Part Number(s): PT LT 8

Roll Number: 102902004015700

Docusign Envelope ID: B9CDA118-C759-4434-8A0A-52799F95851B

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

4. The frontage(s), depth and area of the subject land.

Frontage (on water): 255.39' Frontage (on road/lane): 280.95

Depth: 150' Area: 39,213 ft²

5. The current zoning of the subject land:

RLSW

6. The nature and extent of the relief from the Zoning By-law:

less than 30m from high water mark

7. The reason why the proposed use cannot comply with the provisions of the Zoning By-law:

It is less than 30m fom the high water mark

8. Does the subject property front on a municipally maintained road? ☐ Yes ☑ No

**OR** a privately maintained road? ☑ Yes ☐ No

Name of Road/Lane:

Mccoll lane

9. **If access to the subject property is by water only**, please indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road.

none

10. What are the existing uses of the subject land?

Recreational use

11. Please indicate whether there are any **EXISTING** buildings or structures on the subject land. (I.e. residence, garage, shed, etc.)

☑ Yes ☐ No

Existing cottage

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SOUTH FRONTENAC

# TOWNSHIP OF SOUTH FRONTENAC
# APPLICATION FOR MINOR VARIANCE OR PERMISSION (s. 45(2))

Updated January 2025

The Committee of Adjustment is a Committee of eight persons appointed by Township Council. The Committee is formed under Section 45 of the *Planning Act* R.S.O. 1990, Chapter P.13, to authorize a minor variance from a zoning by-law or permission under s. 45(2) to alter a legal non-conforming use.

**The Committee may vary Zoning By-law provisions provided the Committee is of the opinion that the variance:**

- Is desirable for the appropriate development or use of the land, building or structure
- Maintains the general intent and purpose of the Official Plan.
- Maintains the general intent and purpose of the Zoning By-law.
- Is minor in nature

**The Committee may grant permission to enlarge or extend a structure or alter the use of the lands where any land, building or structure, on the day the by-law was passed, was lawfully used for a purpose prohibited by the by-law.**

## Application Requirements

1. It is required that one (1) copy of this application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the **sketch,** accompanied by a **non-refundable fee** in accordance with the chart below in cash, or by debit card, credit card or cheque made payable to the Township of South Frontenac.

| **Application Type:** | **Planning Application Fee:** |
|---|---|
| 1-3 Variances | $1,249.00 |
| 4+ Variances | $1,468.00 |
| After building without a permit | $2,241.00 * |

2. It is required that a Fee be provided for the Township to review onsite sewage disposal and Conservation Authority (where applicable) when submitting an application (Separate **cheques**, payable to the applicable Conservation Authority, are to be submitted with the application).

| | |
|---|---|
| Township of South Frontenac<br>*Minor Variance Only*<br>*Minor Variance WITH Performance Review*<br>*Minor Variance in combination with a new Class 2, 3, 4, or 5 sewage system other than a Class A system* | $463.00<br>$720.00<br>$1,183.00 |
| Cataraqui Region Conservation Authority | $445.00 |
| Quinte Conservation Authority | $450.00 |
| Rideau Valley Conservation Authority | $410.00 |

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Please Note: These fees are for **consultation** on this application only; these agencies may require additional permit applications and fees prior to any construction.

3. **PLEASE READ THIS ITEM CAREFULLY**

Each applicant shall provide a sketch showing the dimensions of the subject land and of all abutting lands as outlined in Question 29 of the application. The sketch should be accurately dimensioned and scaled in either Imperial or Metric measures. This sketch, in conjunction with the Application Form, is the basis for the analysis of the Minor Variance Application by the Committee of Adjustment. It is strongly recommended that the applicant spend the necessary time to carefully and thoroughly assemble the data and transfer the data to the sketch. It is important that the sketch be drawn with accurate dimensions and measurements. Any application which does not include the above required information may not be accepted. In this regard, the applicant may wish to secure the assistance of a person who specializes in the drafting of such sketches. A guide to answering the application questions is attached.

4. **Collection of Personal Information**

Personal information requested herein is required under the *Planning Act*, 1990 as amended. This information will be used by the Committee of Adjustment/Land Division Committee for the purpose of reviewing the above referenced application, and may be made available to those boards, Commissions, Authorities, Agencies and Persons having an interest in this matter. Any questions regarding the collection of this information should be directed to the Secretary Treasurer of the Committee of Adjustment (P.O. Box 100, Sydenham, Ont., K0H 2T0, Phone 376-3027 ext.2224).

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12. If the answer to item 11 is yes, **for EACH building or structure** indicate:

| **Type of Structure (E.g. residence)** | (1) Waterfront 1 story dwelling - (M) | (2) | (3) | (4) |
|---|---|---|---|---|
| **Setback from Front Lot Line** | 5.62 m or 3.22 m | | | |
| **Setback from Rear Lot Line** | 36.75 m | | | |
| **Setback from Side Lot Line** | 32.88 m or 35.13 m | | | |
| **Height of Building** (Also indicate if it is one story or two story) | Grade = 4.67 m Water line 6.6 m | | | |
| **Dimensions of Floor Area** | 62.29 $m^2$ | | | |
| **Setback from High Water Mark (If applicable)** | 7.81 m or 3.22 m | | | |

13. The proposed uses of the subject land:

Recreational use / cottage / residential

14. Are any building(s) or structure(s), or additions to existing building(s) or structure(s), **PROPOSED** to be built on the subject land?

☑ Yes

Docusign Envelope ID: B9CDA118-C759-4434-8A0A-52799F95851B



15. If the answer to item 14 is yes, for each proposed addition, building or structure indicate:

| | (1) | (2) | (3) | (4) |
|---|---|---|---|---|
| **Type of Structure (E.g. residence)** | Front Deck | | | |
| **Setback from Front Lot Line** | 4.46 m or 1.24 m | | | |
| **Setback from Rear Lot Line** | 43.34 m | | | |
| **Setback from Side Lot Line** | 32.83 m or 33.09 m | | | |
| **Height of Building** (Also indicate if it is one story or two story) | Grade = 1.43 m Water line = 3.37 m | | | |
| **Outside Dimensions of Building/Structure** | 47.86 $m^2$ | | | |
| **Setback from High Water Mark (If applicable)** | 6.66 m or 4.05 m | | | |

NOTES: 1) If the subject property is on waterfront, and on a private lane, the setback from the front lot line and the setback from the high water mark will be the same.
2) The dimensions required in this question relate to the **NEW CONSTRUCTION ONLY**, and **NOT** to the total size of the completed building.

16. Do your plans include any **DEMOLITION** of existing structures? ☐ Yes ☒ No

If yes, please provide details:

Docusign Envelope ID: B9CDA118-C759-4434-8A0A-52799F95851B



17. Do your plans include the **RAISING** of an existing structure? ☐ Yes ☒ No

If yes, please provide details:

18. What are the uses of the proposed development?

| | | | |
|---|---|---|---|
| (a) | Increase in number of bedrooms | ☐ Yes | ☒ No |
| (b) | Increase in plumbing fixtures | ☑ Yes | ☐ No |
| (c) | Increase in living space | ☐ Yes | ☒ No |
| (d) | Will the addition or structure encroach on the existing septic system? | ☐ Yes | ☒ No |

19. The date the subject land was acquired by the current owner:

August 12 /2024

20. The date the existing buildings and structures were constructed on the subject lands:

1963

21. The length of time that the existing uses of the subject land have continued:

62 years

22. Indicate whether water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake, or other water body, or other means:

lake intake

23. Indicate whether sewage disposal is provided to the subject land by a publicly owned and operated sewage system, a privately owned and operated individual or communal septic system, a privy, or other means:

Individual septic system

24. Is storm drainage provided by sewers, ditches, swales or by other means?

None

Docusign Envelope ID: B9CDA118-C759-4434-8A0A-52799F95851B



25. Please indicate whether the subject land is subject of an application under the Planning Act for approval of a Plan of Subdivision or Consent.

☐ Yes ☒ No

26. If the answer to question 25 is yes, please give the file number of the application and the status of the application.

---

27. If known, please indicate whether the subject land has ever been the subject of an application under Section 43 of the Planning Act (Minor Variance).

☐ Yes ☒ No

28. If the answer to item 27 is yes, please give the file number of the application and the status of the application.

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29. A **SKETCH** must be submitted showing the following:

i) THE SKETCH **MUST** HAVE A NORTH ARROW AT THE TOP OF THE PAGE.

ii) The boundaries and dimensions of the subject land including the location of any existing and proposed buildings.

iii) The location of a reference point……i.e. distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.

iv) The location of all abutting (neighbours') lands.

v) The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, barns, wetlands, wooded areas, wells and septic tanks. Show distance of these features from the applicant's property lines.

****Note:** ** The distances to on-site and abutting owners' wells, septic fields and barns, from the property to be varied, **IS REQUIRED** to be shown. The **SKETCH** is of significant importance and should be prepared as carefully, neatly and accurately as possible.

Docusign Envelope ID: B9CDA118-C759-4434-8A0A-52799F95851B

## TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE
*Planning Act*, R.S.O. 1990, c. P.13 as amended

### AGREEMENT TO INDEMNIFY

Attached to this application is a cheque payable to the Township of South Frontenac representing payment of the application fee.

The Owner/Applicant/Agent agrees that the information recorded in this Minor Variance Application Form is accurate. The Owner/Applicant/Agent agrees that representatives of the Township and, where applicable, the appropriate Conservation Authority, may enter onto the subject property for the purpose of determining the appropriateness of the site for the proposed development.

The Owner/Applicant/Agent agrees to reimburse and indemnify the municipality for all fees and expenses incurred by the municipality to process the application, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend Council's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the municipality may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/Applicant/Agent further agrees to provide the municipality, upon request and in cases where an application has been appealed to the Ontario Land Tribunal, with a deposit (over and above the normal application fee), from which the municipality may, from time to time charge any fees and expenses incurred by the municipality in order to process the application. If such appeal expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the municipality, with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days,

The Owner/Applicant/Agent further agrees that, until such requests have been complied with, the municipality will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application:

DATED AT THE TOWNSHIP OF SOUTH FRONTENAC

THIS 13th DAY OF March, 20 25

I, Shannon Green OF Kingston, Ontario
solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made [redacted] ce Act.

[redacted]

Signature of Applicant or Authorized Agent

DECLARED before me at the TOWNSHIP OF SOUTH FRONTENAC (IN THE COUNTY OF FRONTENAC)

THIS 13th DAY OF March, 20 25

A Commissioner, etc.

Katie Susan Kaestner, a Commissioner, etc., Province of Ontario, for the Corporation of the Township of South Frontenac. Expires August 14, 2027.

**PL-ZNA-2025-0029 (Tracy Tucker) (Shannon Green) - Bedford District**

**60 Mccoll Lane, Godfrey**

**First Committee meeting: April 10/2025**

**Deferred Committee Meeting: May 8/2025**

**Information Sheet:** Committee Meeting – South Frontenac Township

**Subject:** Clarifications on Dwelling and Deck Construction – 30 Island Lake Property

**Purpose:**

To provide additional context and clarification on items not fully addressed during the recent committee meeting regarding the variance application and associated construction at the subject property.

**1.**

## Existing Dwelling – Reconstruction Clarification

- The original cottage dwelling was never moved or demolished.
- It remains on its original footings, pillars, and floor structure.
- The roof and three walls on the east-facing side collapsed due to heavy snow.
- The structure that fell down was rebuilt to the exact same size and footprint as the original structure.

**2.**

## Deck Construction and Geotechnical Review

- A Geotechnical Slope Stability Report was conducted by Groundwork Engineering.
- The report concludes:
    - The area where the small deck was constructed shows no evidence of active erosion.

- The deck is situated 0.58 meters above the 100-year flood hazard elevation.
- The site is located in a low-velocity water bay (approx. 0 m/s) on the north part of 30 Island Lake.
- Erosion rate of the granite bedrock is 0 m per year.
- The annual recession rate for the slope is 0.0 m/year, indicating an extremely low erosion hazard.

**3.**

## Deck Design & Compliance

- Groundwork Engineering recommended that deck footings be cantilevered back to the cottage to avoid ground intrusion.
- The current deck design follows this cantilever recommendation.
- Stamped Engineering Drawings for the deck were provided by Groundwork Engineering.
- The deck, including decking, skirting, and footings, has been reviewed and conditionally approved by Quinte Conservation with a Permit.
- Quinte Conservation has confirmed that the structure may remain in place, provided structural reinforcement as a cantilever is maintained.
- Quinte Conservation is in favor of the minor variance

**4.**

## Regulatory & Planning Considerations

- Quinte Conservation's planning policies allow for development within 30m of a water body if the impact and risk to public safety are minimal.
- The structure complies with Ontario Regulation 41-24, according to Groundwork Engineering's assessment and recommendations.

**5.**

## Community & Permit Support

- Immediate neighbours on both sides (x4) have expressed full support for the variance and construction.
- There are no concerns regarding sightlines, visibility, or obstruction.
- All neighbor correspondence was submitted as part of the committee package.
- The deck is 4'11" feet in width.
- All required permits and associated fines have been paid to South Frontenac Township and Quinte Conservation.
- Both the dwelling and deck designs have been professionally engineered and stamped.

**Conclusion:**

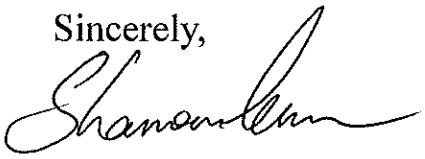
In conclusion, the proposed minor variance, measuring only 4'11" and located near the waterfront, poses no environmental or structural concerns. The area is not within an erosion zone and has shown zero erosion over the past 100 years. The proposed deck design, which can be cantilevered, ensures that there is no physical impact on the land or water frontage. Quinte Conservation Authority reviewed the proposal and supports the minor variance, confirming that there is no harm to wildlife or fisheries.

The project underwent detailed assessments to ensure compliance with all conservation standards and best practices. As a result; the 4 STEPS are:

1-**No Alteration** to the natural shoreline or existing vegetation has or will occur.
2-The structure is designed to be **elevated and non-intrusive**, preserving the natural flow and quality of the water.
3-**Wildlife habitats and sensitive ecosystems** have been fully protected and pose no threat to either.
4-The design includes **eco-friendly materials and minimum ground disturbance,** ensuring long-term sustainability.

We appreciate the guidance and support of the Committee Members, the South Frontenac Staff and the Quinte Conservation Authority throughout this process and remain committed to environmental stewardship in every aspect of this project.

Sincerely,



Shannon Green

**60 McColl Lane Table Of Contents:**

**Pages 1-6** - New Cottage Deck Photos / Old Cottage Deck Photos

**Page 7-10** - Quinte Conservation Permit / Fee / Fine / Receipts / Quinte Planning Comment Fee

**Page 11-33** - Engineering Slope Stability Report

**Page 34-35** - Engineered Deck Truss Design

**Page 36** - Email - Engineer with speaking to Catherine Sinclair (Quinte) Permitting deck

**Page 37** - Asterisk Engineering Site Plan /Images

**Page 38** - South Frontenac Permit Fee / Fine Fee Paid

**Page 39-40** - South Frontenac Minor Variance Fee / Fine Paid / Receipt

**Page 41-44** - Emails from 54, 65 and 78 McColl Lane in support of Variance

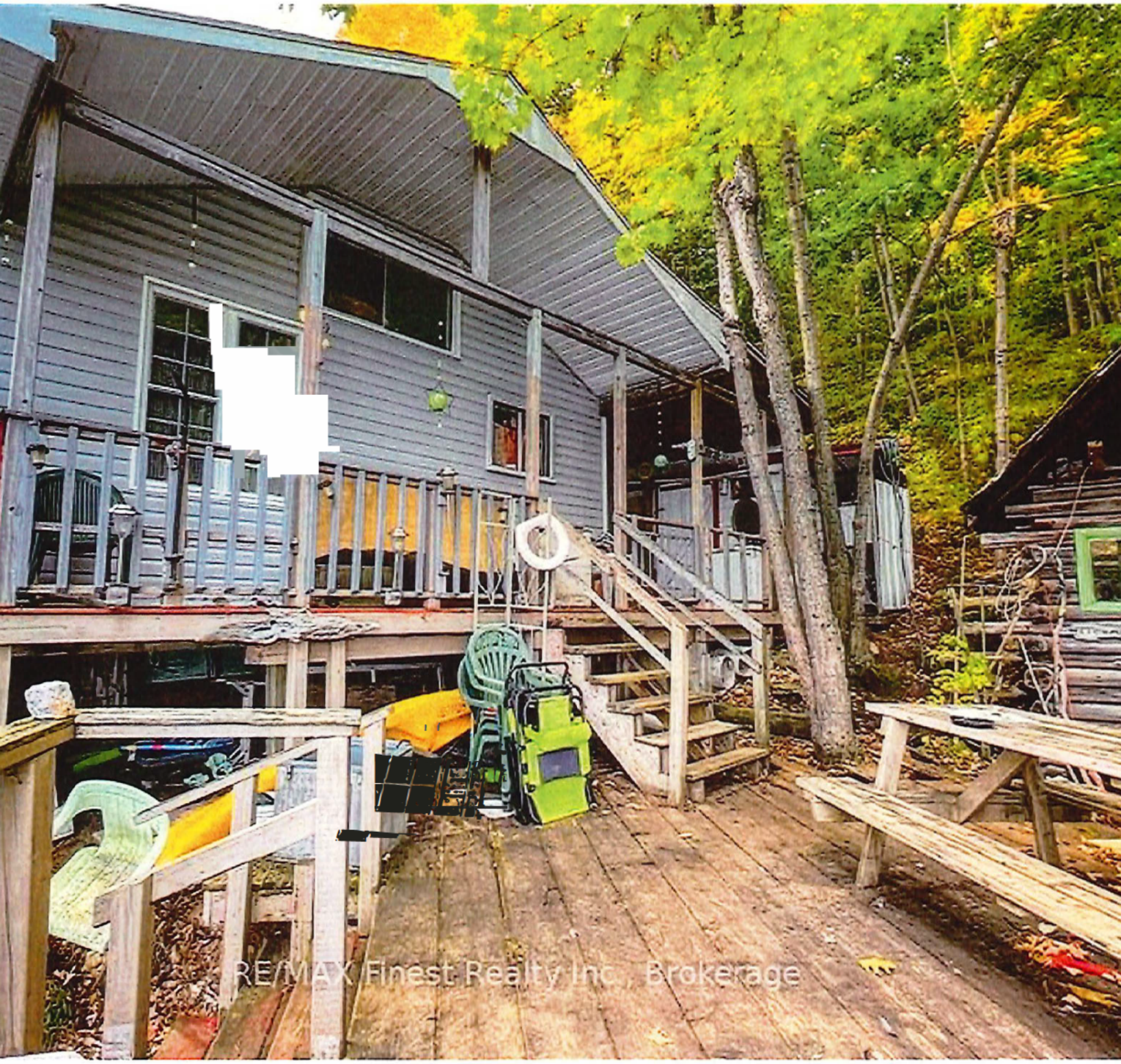







RE/MAX Finest Realty Inc., Brokerage




RE/MAX Finest Realty Inc., Brokerage

Quinte CONSERVATION

# NOTICE of PERMISSION GRANTED UNDER ONTARIO REGULATION 41/24

## PROHIBITED ACTIVITIES, EXEMPTIONS AND PERMITS

# PERMIT 336-2024

## Amended

**Date Amended: February 5, 2025**
**Expiry Date: December 22, 2025**

## Please post this notice in a visible location

2061 Old Highway 2, RR#2, Belleville, ON, K8N 4Z2 - (613) 968-3434 – info@quinteconservation.ca

$900.00 Quinte Permit/Fine

Gmail

Shannon Green [redacted]

# Receipt for Quinte Conservation Permit/Violation Payment

2 messages

**Regulations** <regulations@quinteconservation.ca>
To: [redacted]

Tue, Dec 17, 2024 at 2:27 PM

Hello Shannon,

Thank you for calling just before to make the $900 payment for the permit/violation application. Please find attached your receipt for today's payment.

Kindest regards,

Irene


Quinte CONSERVATION

**Irene Filice** (she/her)

Planning & Regulations Administrator

P: 613-968-3434 or 613-354-3312 ext. 129

RR#2, 2061 Old Hwy #2, Belleville, ON K8N 4Z2

DRINKING WATER SOURCE PROTECTION Our Actions Matter

QuinteConservation.ca I QuinteSourceWater.ca


*Working, living, and learning on the traditional territories of the Anishinabek, Huron-Wendat, and Haudenosaunee (Iroquois) peoples.*

Consider the environment. Please don't print this e-mail unless you really need to.


Disclaimer: This is intended for the addressee indicated above. It may contain information that is privileged, confidential, or otherwise protected from disclosure under the Municipal Freedom of Information and Privacy Protection Act. If you have received this in error, please notify us immediately

Gmail $450.00 Quinte Planning comments [redacted]

# Quinte Conservation Payment Successfully Received for Quinte Conservation QC Payment for Planning Comments 450

1 message

noreply@esolutionsgroup.ca <noreply@esolutionsgroup.ca> Tue, Mar 25, 2025 at 6:25 PM
To: [redacted]
Cc: planning@quinteconservation.ca

Hello,

Your VISA payment for $450.00 has successfully been accepted.

Please allow up to 10 business days for initial contact from this office regarding when you can expect a full and completed review.

If you have not heard from this office within 10 business days of payment, please contact this office at 613-968-3434 extension 129 or by email at regulations@quinteconservation.ca.

Thank you,

Quinte Conservation Planning & Regulations Department

Payment recieved for Quinte Conservaiton QC Payment for Planning Comments 450 submitted Tuesday March 25th 2025 6:23 PM with reference number 2025-03-25-008.

- **What is your Planning application for?**
  Minor Variance
- **What is your Municipal planning file number(s)?**
  PL-ZNA-2025-0029
- **What is your Quinte Conservation file number(s) (if available)?**
  PL0075-2025
- **Name of landowner on application:**
  Tracy Tucker
- **Agent/ alternate contact (if applicable):**
  Shannon Green
- **Address of the property in question:**
  60 Mccoll Lane
- **Email address (to send confirmation of payment):**
  613sold@gmail.com
- **Phone number (in case of payment issues):**
  6134847653
- **Please select a method of payment:**
  Visa or Mastercard paid online (preferred)

[This is an automated email notification -- please do not respond]

10

GROUNDWORK ENGINEERING LIMITED

# SLOPE STABILITY ANALYSIS

## 60 McColl Lane

## South Frontenac, Ontario

Prepared for: **Shannon Green**

Project No. **GW-24003-21**

Date: **October, 2024**

**GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER**

*Unit 640, 654 Norris Court Kingston, ON K7P 2R9*
*613-634-1789*

*www.groundengineer.ca*

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## 1.0 Introduction

Groundwork Engineering Limited (**GEL**) was retained by Shannon Green (**Client**) to conduct a limited geotechnical investigation, slope stability analysis and natural hazards analysis at 60 McColl Lane, South Frontenac Ontario (the site). This report has been prepared solely and exclusively for the client for the purpose of providing geotechnical and natural hazards information to determine upgrade options to ensure the long-term stability and safety of a new deck.

## 2.0 Site and Project Description

The site is located on Part Lot 8 Concession 3 South Frontenac Ontario (Figure 1). The property is relatively flat between the entrance off McColl Lane and the east side of the existing cottage. On the east side of the existing cottage is a 1.5 m wide new deck supported on concrete footings. Immediately east of this deck there is a 1.5 m wide relatively flat area before the grade slopes steeply to Thirty Island Lake (Figure 2). Exposed granite can be observed in several locations on the face of this slope.

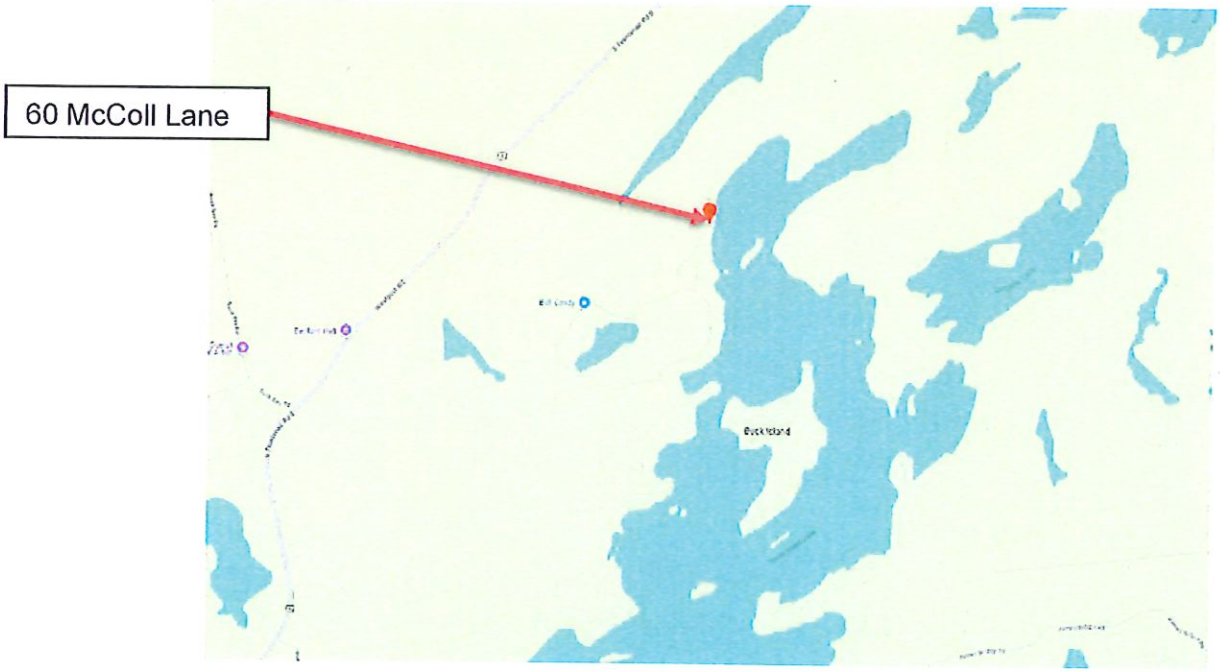



Figure 1. Site Location

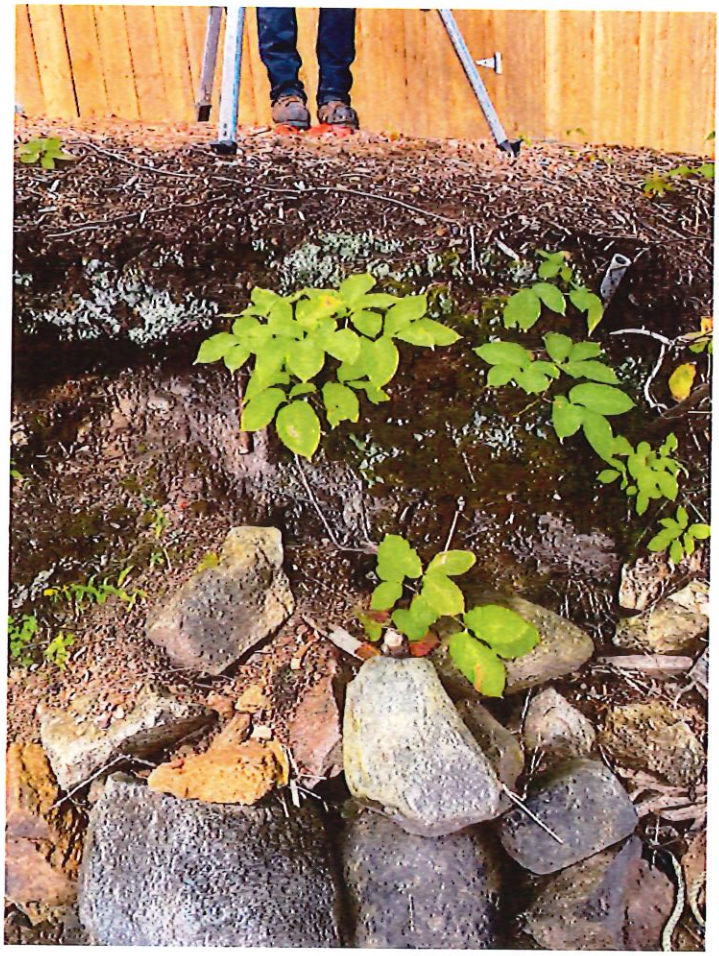


Figure 2. Flat Area and Slope Above Thirty Island Lake.

The ground near the shoreline of Thirty Island Lake consists of granite cobbles and boulders, a thin layer of sand over granite bedrock and exposed granite bedrock (Figure 3). The shoreline in this part of Thirty Island Lake is mostly natural.

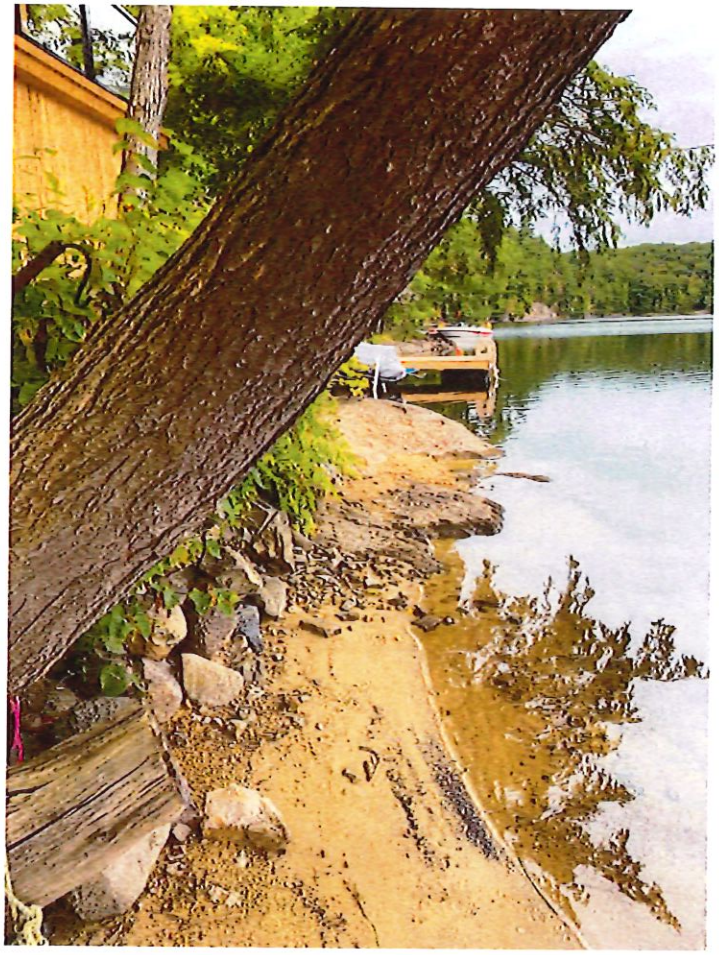


Figure 3. Base of Steep Slope and Shoreline of Thirty Island Lake.

The deck on the east side of the existing cottage is supported by five (5) footings spaced approximately 3 m apart. The footings are located under the east side of the deck and approximately 1.5 m above the top of the steep slope. The footings consist of 400 mm X 400 mm X 200 mm tall cast in place concrete supporting 150 mm X 150 mm wood columns (Figure 4). The bases of the footings are bearing on sandy soil. Granite bedrock is located between 200 mm and 400 mm below the base of the footings.



Figure 4. Typical Deck Footing.

The footings that support the cottage are a combination of stacked precast concrete blocks and poured concrete on native soil. The columns that support the cottage are larger than the columns that support the deck and comprised of a mixture wood and concrete. The wood columns supporting the cottage are 200 mm X 200 mm (Figure 5). The concrete columns are larger than the wood columns, although the concrete columns vary in size (Figure 6).

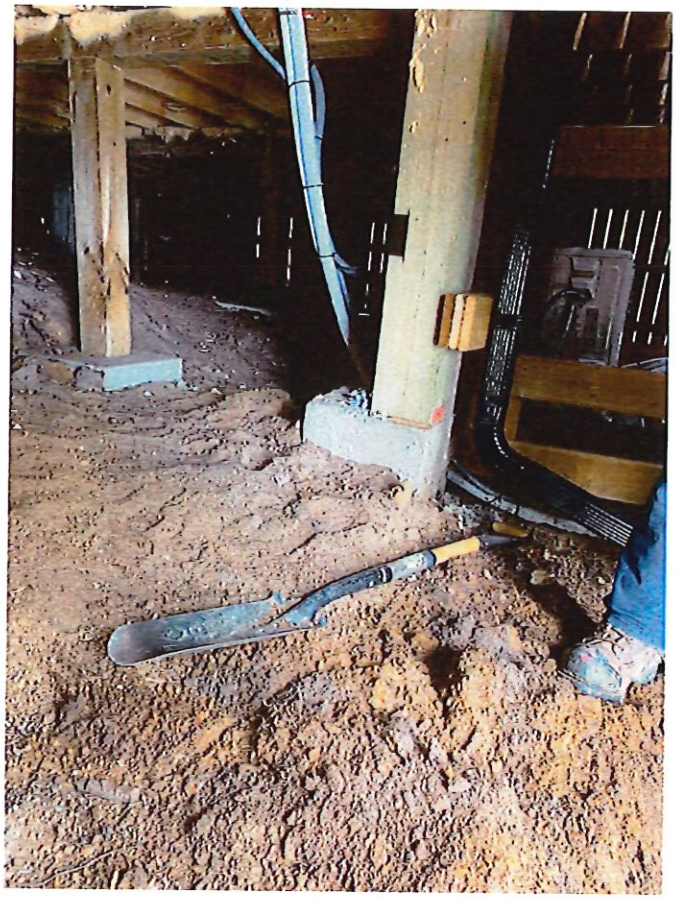


Figure 5. Wood Cottage Foundation Piers.



Figure 6. Concrete Cottage Foundation Piers.

# 3.0 Method of Investigation

## 3.1 General

The scope of this investigation included the completion of a site topographic survey, a limited subsurface investigation to determine bedrock elevation, and a review of the natural hazards that influence the site.

All field activities were performed under the constant supervision of GEL technical staff.

## 3.2 Topographic Survey

A partial topographic survey was completed of the lot near the shore. Geodetic elevations (in meters) were established using the CAN-NET GNSS Real-Time Correction Network and are based on the Canadian Geodetic Vertical Datum of 1928 (CGVD28) (vertical) and the North American Datum of 1983 (NAD83) (horizontal).

An elevation profile was measured at one (1) location on the property. Section 1 is positioned starting under the deck and ending at the shoreline of Thirty Island Lake. Section 1 runs perpendicular to the slope from west to east. As can been seen in drawing C-101, Appendix A, there is a relatively flat area between the edge of the deck and the top of the bank above Thirty Island Lake. The water level at the time of the site investigation was 0.19 m below the toe of the steep slope. Below the toe of the steep slope the grade flattens dropping 0.78 m over a horizontal distance of 4.24 m.

The lake bottom in front of the site has a slope of approximately 5.44 H : 1.0 V with exposed bedrock visible in several locations (Figure 7).

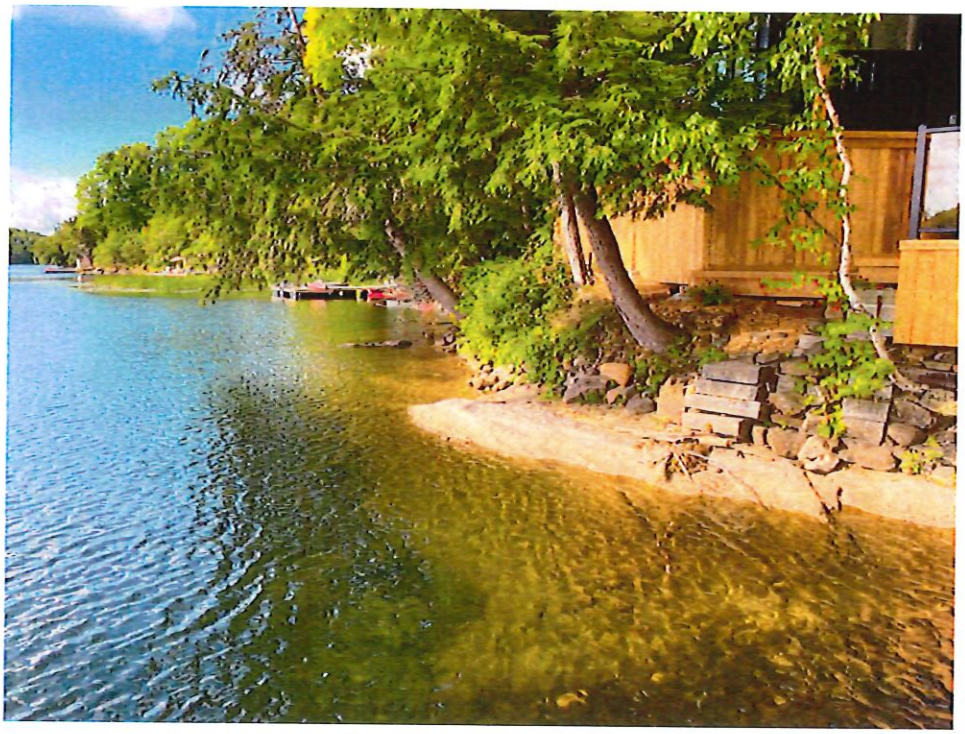


Figure 7. Thirty Island Lake Shoreline. Note Curved Tree Trunks Indicating Past Slope Movement. Photo Taken from Dock.

# 4.0 Subsurface Conditions

## 4.1 General

Details on the subsurface conditions encountered during the geotechnical investigation are presented on the Drawing C-101. The soil descriptions given in this report are based on current geotechnical practice as per the Canadian Foundation Engineering Manual, 4th Edition. The stratigraphic boundaries have been inferred from site measurements taken while advancing a probe to refusal and typically represent a transition from one soil type to another. These boundaries should not be interpreted to represent actual planes of geologic change. The subsurface conditions are confirmed at the test location only and will vary between and beyond the locations.

## 4.2 Subsurface Investigation

The soil conditions consist of approximately 0.2 to 0.5 m of shallow sandy soil over granite bedrock.

Three (3) test pits were hand excavated to determine bedrock elevation. The test pits are located near the footings at the north and south ends of the deck and the top of the steep slope in front of the south most central deck footing.

At Test Pit 1 (TP1) bedrock was observed at an elevation of 155.19 m. At Test Pit 2 (TP2) bedrock was observed at an elevation of 155.26 m. At Test Pit 3 (TP3) bedrock was observed at an elevation of 155.16 m. Bedrock generally slopes from north to south. However, bedrock elevations only vary less than 10 cm over a 9 m length.

Bedrock is also exposed near the shoreline and on the lakebed. Bedrock elevations near the shoreline vary between 153.65 m and 153.48 m. Bedrock is visible on parts of the face of the steep slope indicating that bedrock is likely located near the face of the slope in areas where it is not exposed.

The apparent stable bedrock surface consists of two (2) gradually sloping rock plateaus separated by a steep drop-off. The exposed bedrock face is visibly weathered by vegetation, water and ice action on Thirty Island Lake. Boulders and cobbles were observed at the base of the steep slope.

Vegetation on the steep slope shows signs of past slippage, with a curve visible in the trunks of trees growing on the slope (Figure 6).

## 5.0 Geotechnical Principles for Stable Slopes

In accordance with the Ontario Ministry of Natural Resources Geotechnical Principles for Stable Slopes a review of the slope stability rating was completed. Results can be found in the completed Table in Appendix B. A value of 56 was determined for this site. This results in a slope instability rating of Moderate Potential.

## 6.0 Discussion

The following discussion provides our interpretation of the geotechnical data obtained from the field.

The toe of the slope is located at the base of the steep slope. The toe of the slope is located approximately 2.5 m horizontally and 2.0 m vertically from the deck footings. At the time of the site investigation the water elevation on Thirty Island Lake was approximately 0.19 m below the toe of the steep slope. However, the seasonal high-water elevation (154.11 m CGVD28) and the 100-year flood elevation (154.67 m CGVD28) would be above the toe of the slope.

## 6.1 Slope Stability

A two-dimensional slope stability analysis was conducted for the slope below along Section 1-1, drawing C-101 using the Morgenstern Price method of slope stability for the slope below the deck and the soil under the deck footings.

The following assumptions were made for the analysis:

- The granite bedrock is highly weathered and only maintains 35% of its intact strength.
- The sandy soil has an internal angle of friction of 34°.
- The load on each of the deck footings posts is a conservative 24.8 kN.
- The load on each of the cottage footings posts is a conservative 40 kN.
- The base of the cottage footings are located 200 mm above the bedrock.
- The sand is slightly cohesive with a cohesion of 1 kPa. This cohesion is to prevent GeoSlope® from generating superficial failure surfaces in the upper 0.05 m of the sandy soil.
- The bedrock is conservatively assumed to drop linearly between the known bedrock elevation at the base of the deck footing and the base of the slope.
- Vegetation is not providing slope reinforcement.

Multiple iterations were completed using the program GeoSlope®. The global failure surface is determined as a circular slip plane with a depth of approximately 1.1 m below the top of the steep slope which is the deepest point on the critical failure surface. The critical failure surface passes through the top of the slope approximately 0.25 m behind the deck footings with a factor of safety of 0.93. The factor of safety being less than 1.0 implies that the assumptions are overly conservative. The failure surface with a factor of safety of 1.5 passes through the top of the slope 0.7 m behind the deck footings. For residential buildings, retaining walls, and other structures the design minimum factor of safety against global slope stability failure is 1.5. The failure plane with a factor of safety of 1.5 converts to a stable slope of 1.54 H to 1 V.

Based on visual observations of the face of the steep slope, the bedrock in the vicinity of the top of the steep slope is shallower than the above analysis assumes. If the bedrock is assumed to be 0.5 m below the ground surface until 0.5 m from the face of the steep slope, the factor of safety for the critical failure surface increases to 1.6, which is considered stable.

## 6.2 Natural Hazards

In accordance with the Ministry of Natural Resources Technical Guide and the Quinte Conservation Watershed Regulations (O. Reg. 41/24) Policy Manual, hazardous lands on small inland lakes are to be treated as being "affected by flooding, erosion or dynamic beaches". The shoreline erosion hazards for small lakes are determined by a combination of two (2) key shoreline natural hazards: flood plain elevation and erosion hazard limit.

The lake bottom in front of the site was observed to be shallow and rocky. There is no evidence of substantial active erosion at the toe of the slope as almost no loose material remains above the bedrock at the toe of the slope. The site appears to be well protected from natural shoreline hazards. The shoreline at the site has an eastern exposure and as such is relatively sheltered from the prevailing winds from the southwest which is the predominant wind direction in the area. As such, the effects on the shoreline due to wave energy is minimal under normal wind and water level conditions, or during high winds coming from the southwest. Furthermore, the shoreline of the site consists mostly of exposed granite or granite cobbles and boulders, which are highly resistant to scour.

### 6.2.1 Flood Hazard Limit

When determining the limits of flood hazard lands at this site, only the 100-year flood level is to be considered as the site is located on a small inland lake.

The regulatory flood plain of Thirty Island Lake is the area affected by the 100-year water level. According to the "Quinte Conservation & The Townships of South and Central Frontenac FHIMP ON22-46; Napanee River Upper Lakes Flood Hazard Mapping" the 100-year water level for Thirty Island Lake can be taken as 154.67 m CGVD28. The top of the steep slope was measured to vary between 154.63 m CGVD28 at the north end of the deck and 155.40 m CGVD28 at the south end of the deck.

New development and site alteration are prohibited in the flood plain per the Quinte Conservation Guidelines for Implementing Ontario Regulation 41/24. As no new structures are proposed and the deck supports are located a minimum of 0.58 m above the flood hazard elevation this property will not be affected by flood hazard.

### 6.2.2 Erosion Hazard Limit

All shorelines are erosion-prone – even granite bedrock formations. Erosion hazard means the loss of land, due to human or natural processes, that poses a threat to life and property. The erosion hazard limit is determined using the 100-year erosion rate (the average annual rate of recession extended over a hundred-year time span), an allowance for slope stability, and an access allowance.

The shoreline of the site consists of a mixture of exposed granite bedrock, granite cobles and boulders, and shallow sandy soil. The average 100-year erosion for a shoreline with a "Hard Rock" shoreline where the Bankfull Flow Velocity is less than the Competent Flow Velocity is 0 or 1 m depending on bankfull width per Table 3 in the Ministry of Natural Resources (MNR) "Technical Guide - River & Stream Systems: Erosion Hazard Limit". Thirty Island Lake has a bankfull width of approximately 300 m which results in a 100-year erosion rate of 1 m. However, the erosion rates provided in Table 3 are intended for rivers with flowing water. The site is located in a bay in the north part of Thirty Island Lake where the water flow velocity would be close to 0 m/s. Therefore, the 100-year erosion rate for the granite bedrock on the site is realistically 0 m.

The suggested stable slope angle of a rock slope of height greater than 2 m is about 1 H : 1 V, or approximately 45 degrees. However, this is based on slopes comprised of fractured shale. The bedrock at the site consists of weathered granite which is stable at an angle of 70 to 90 degrees depending on the degree of weathering. A series of rock elevations were measured along the deck footings and along the toe of the slope. The difference between the elevation at the toe of the slope and the deck footings was determined to be conservatively 2.04 m and is interpreted as the approximate height of the slope. As seen in the analysis above, the stable slope angle has been calculated to be 1.54 H : 1 V. The stable slope allowance is thus determined to be 3.14 m.

Due to the spatial constraints imposed by the location of the existing cottage a 6 m access allowance on the waterside of the dwelling can not be realized. Access is available to the southwest corner of the cottage.

The erosion hazard limit is the sum of the toe erosion allowance (0.00 m), stable slope allowance (3.14 m), and the access allowance (0.00 m), or 3.14 m measured from the toe of the slope.

## 6.3 Construction Mitigation

The overburden on the slope below the deck has a critical factor of safety less than 1.5 and as such can not be considered as stable. However, the granite bedrock under the deck is stable. The deck posts are currently supported by concrete footings that are bearing on the sandy soil overburden, which can not be considered a stable bearing surface.

To provide stable bearing for the deck supports it is recommended that concrete footings be poured on the granite bedrock and the deck support posts be connected to the proposed footings. Alternatively, the deck structure could be modified to act as a cantilever structure supported by the cottage's footings. This could be accomplished by connecting angled supports from the beam at the front of the deck to the cottage's support columns near the base of the columns. Converting the deck to a cantilever structure would require additional site investigation to determine the suitability of the cottage's footings for bearing the extra load, if modification would be required to the beam above the front deck supports, and the geometry of the angled supports.

# 7.0 Conclusions

In accordance with the Provincial Policy Statement, Quinte Conservation Planning Policies suggest that it may be acceptable to permit development within 30 m of a waterbody where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards and where all of the following are demonstrated and achieved:

a. Development and site alteration is carried out in accordance with flood proofing standards, protection works standards, and access standards;
b. Vehicles and people have a way to safely enter and exit the area during times of

flooding and erosion and other emergencies;

c. New hazards are not created and existing hazards are not aggravated; and

d. No adverse environmental impacts will result.

This policy also requires that the proposed construction meet all applicable requirements of the Guidelines for Implementing Ontario Regulation 41/24.

The erosion hazard limit has been established as 3.14 m from the toe of the slope.

The erosion hazard rating for this slope with an average annual recession rate of 0.0 m/yr is low.

The critical failure surface for the slope is located behind the existing top of slope and passes through the top of the slope with a factor of safety of 0.93. The minimum factor of safety required is 1.5.

The flood hazard elevation for this site has been determined to be 154.67 m. The existing deck location is outside the flood hazard limit. The minimum existing footing elevation of 155.26 m is in excess of the flood hazard elevation.

New footings for the deck will need to be constructed on sound bedrock which will provide the necessary stable bedrock support to eliminate the risk to public health and safety. Alternatively, the deck could be modified to be supported as a cantilever structure.

By following the recommendations provided in the discussion above it is felt that the existing deck can be brought into compliance with Ontario Regulation 41/24.

Adherence to the recommendations will ensure the applicable requirements of Ontario Regulation 41/24 are met.

## 8.0 Statement of Qualifications and Limitations

It is stressed that the information presented in this report is provided for the guidance of the designers and is intended for this project only. The use of this report as a construction document or its use by a third party beyond the client specifically listed in the report is neither intended nor authorized by Groundwork Engineering Limited. Contractors bidding on or

undertaking the works should examine the factual results of the investigation, satisfy themselves as to the adequacy of the information for construction, and make their own interpretation of the factual data as it affects their construction techniques, schedule, safety and equipment capabilities.

The professional services for this project include only the geotechnical aspects of the subsurface conditions at this site. The presence or implications of possible contamination resulting from previous uses or activities at this site or adjacent properties, and/or resulting from the introduction onto the site of materials from off-site sources are outside the terms of reference for this report.

The recommendations provided in this report are based on subsurface data obtained at the specific test locations only. Boundaries between zones are often not distinct but transitional and were interpreted. Experience indicates that the subsurface soil and groundwater conditions can vary significantly between and beyond the test locations. For this reason, the recommendations given in this report are subject to a field verification of the subsurface soil conditions at the time of construction.

The report recommendations are applicable only to the project described in the report. Any changes to the project will require a review by Groundwork Engineering Limited, to ensure compatibility with the recommendations contained in this project.

We trust this report provides sufficient information for your present purposes. If you have any questions concerning this report or if we may be of further service to you, please do not hesitate to contact the undersigned.




Martin Burger
M.Eng. P.Eng.

Appendix A

Drawings

TABLE 8.1 - SLOPE STABILITY RATING CHART

Site Location: 60 McCOLL LANE.
Property Owner: SHANNON GREEN
Inspected By: ROSS LAREADAM DOYLE.

File No. 24003-2
Inspection Date: SEPT. 9, 2024
Weather: 12°C, SUNNY, VARIABLE CLOUDINESS.

| | | | Rating Value |
|---|---|---|---|
| 1. | **SLOPE INCLINATION** | | |
| | degrees | horiz. : vert. | |
| | a) 18 or less | 3 : 1 or flatter | 0 |
| | b) 18 - 26 | 2 : 1 to more than 3 : 1 | 6 |
| | (c) more than 26 | steeper than 2 : 1 | (16) |
| 2. | **SOIL STRATIGRAPHY** | | |
| | a) Shale, Limestone, Granite (Bedrock) | | 0 |
| | (b) Sand, Gravel | | (6) |
| | c) Glacial Till | | 9 |
| | d) Clay, Silt | | 12 |
| | e) Fill | | 16 |
| | f) Leda Clay | | 24 |
| 3. | **SEEPAGE FROM SLOPE FACE** | | |
| | a) None or Near bottom only | | 0 |
| | b) Near mid-slope only | | 6 |
| | (c) Near crest only or, From several levels | | (12) |
| 4. | **SLOPE HEIGHT** | | |
| | a) 2 m or less | | 0 |
| | (b) 2.1 to 5 m | | (2) |
| | c) 5.1 to 10 m | | 4 |
| | d) more than 10 m | | 8 |
| 5. | **VEGETATION COVER ON SLOPE FACE** | | |
| | a) Well vegetated; heavy shrubs or forested with mature trees | | 0 |
| | (b) Light vegetation; Mostly grass, weeds, occasional trees, shrubs | | (4) |
| | c) No vegetation, bare | | 8 |
| 6. | **TABLE LAND DRAINAGE** | | |
| | a) Table land flat, no apparent drainage over slope | | 0 |
| | b) Minor drainage over slope, no active erosion | | 2 |
| | (c) Drainage over slope, active erosion, gullies | | (4) |
| 7. | **PROXIMITY OF WATERCOURSE TO SLOPE TOE** | | |
| | a) 15 metres or more from slope toe | | 0 |
| | (b) Less than 15 metres from slope toe | | (6) |
| 8. | **PREVIOUS LANDSLIDE ACTIVITY** | | |
| | a) No | | 0 |
| | (b) Yes | | (6) |

| SLOPE INSTABILITY RATING | RATING VALUES TOTAL | INVESTIGATION REQUIREMENTS | TOTAL |
|---|---|---|---|
| | | | 56 |
| 1. Low potential | < 24 | Site inspection only, confirmation, report letter. | |
| 2. Slight potential | 25-35 | Site inspection and surveying, preliminary study, detailed report. | |
| (3.) Moderate potential | > 35 | Boreholes, piezometers, lab tests, surveying, detailed report. | |

NOTES: a) Choose only one from each category; compare total rating value with above requirements.
b) If there is a water body (stream, creek, river, pond, bay, lake) at the slope toe; the potential for toe erosion and undercutting should be evaluated in detail and, protection provided if required.

TABLE 7.4 - Slope Inspection Record

1. FILE NAME / NO. GW-24003-21
INSPECTION DATE (DDMMYY): 090924
WEATHER (circle): ∘ sunny ∘ partly cloudy (cloudy)
∘ calm (breeze) ∘ windy
∘ clear ∘ fog (rain) ∘ snow
∘ cold (cool) ∘ warm ∘ hot
estimated air temperature: 12°C
INSPECTED BY (name): Ross Lee & Adam Doyle

2. SITE LOCATION (describe main roads, features)

SKETCH

3. WATERSHED Colebrook Dam - Napanee River

4. PROPERTY OWNERSHIP (name, address, phone):

LEGAL DESCRIPTION
Lot Lot 8
Concession Con 3 PT 3
Township South Frontenac
County Frontenac

CURRENT LAND USE (circle and describe)
∘ vacant - field, bush, woods, forest, wilderness, tundra,
∘ passive - recreational parks, golf courses, non-habitable structures, buried utilities, swimming pools,
(∘ active -) habitable structures, residential, commercial, industrial, warehousing and storage,
∘ infra-structure or public use - stadiums, hospitals, schools, bridges, high voltage power lines, waste management sites,

5. SLOPE DATA
HEIGHT ∘ 3 - 6 m ∘ 6 - 10 m ∘ 10 - 15 m ∘ 15 - 20 m
∘ 20 - 25 m ∘ 25 - 30 m ∘ > 30 m
estimated height (m):

INCLINATION AND SHAPE

| | | |
|---|---|---|
| ∘ 4:1 or flatter 25 % 14° | ∘ up to 3:1 33 % 18½° | ∘ up to 2:1 50 % 26½° |
| (∘ up to 1:1 100 % 45°) | ∘ up to ½:1 200 % 63½° | ∘ steeper than ½:1 > 63½° |

6. SLOPE DRAINAGE (describe)
TOP Woodchips, Sandy gravel, Some Silt, rooted matter
FACE Boulder, Moss, Trees (Occasional), Shrubbagge, weeds
BOTTOM Bedrock, Some Sand

7. SLOPE SOIL STRATIGRAPHY (describe, positions, thicknesses, types)
TOP

FACE

BOTTOM Bedrock, Some Sand

8. WATER COURSE FEATURES (circle and describe)
SWALE, CHANNEL

GULLY

STREAM, CREEK, RIVER

POND, BAY (LAKE) - Thirty Island Lake

SPRINGS

MARSHY GROUND

9. VEGETATION COVER (grasses, weeds, shrubs, saplings, trees)
TOP None to little vegetation, some silt, rooted matter, weeds
FACE Shrubs, Trees (occassionally), Weeds
BOTTOM Weeds, moss

10. STRUCTURES (buildings, walls, fences, sewers, roads, stairs, decks, towers, )
TOP Building, Stairs, Deck
FACE N/A
BOTTOM N/A

11. EROSION FEATURES (scour, undercutting, bare areas, piping, rills, gully)
TOP Piping
FACE Scouring, undercutting
BOTTOM

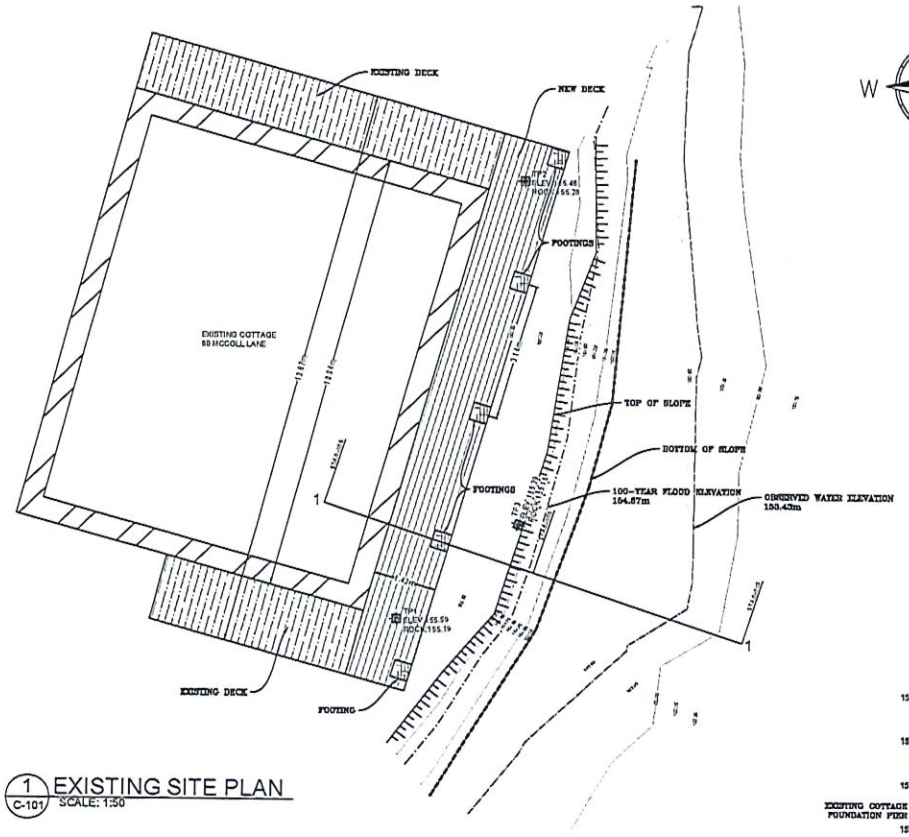
12. SLOPE SLIDE FEATURES (tension cracks, scarps, slumps, bulges, grabens, ridges, bent trees)
TOP N/A
FACE Bent trees, ridges
BOTTOM N/A

13. PLAN SKETCH OF SLOPE

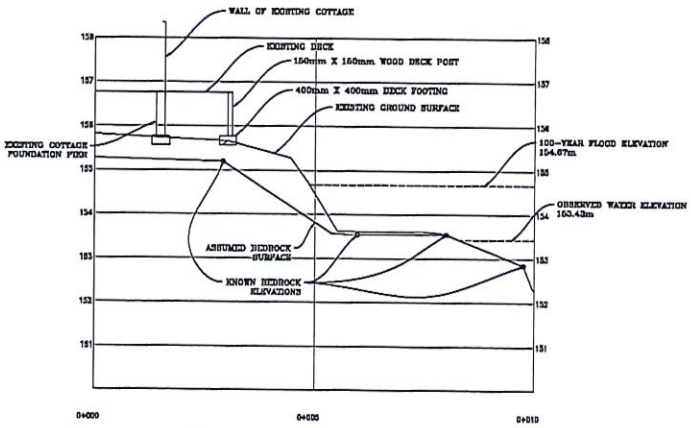
14. PROFILE SKETCH OF SLOPE

# Appendix B

## Slope Stability Rating Table

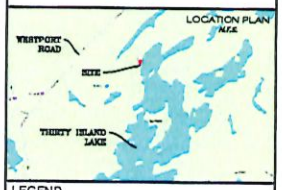



1 EXISTING SITE PLAN
C-101 SCALE: 1:50




2 SECTION 1
C-101 SCALE: 1:50

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LEGEND
- TOP OF SLOPE
- BOTTOM OF SLOPE
- OBSERVED WATER ELEVATION (163.43m)
- 100-YEAR FLOOD ELEVATION (164.67m)
- EXISTING MAJOR CONTOUR (1m)
- EXISTING MINOR CONTOUR (0.25m)

NOTES:
ALL ELEVATIONS ARE GEODETIC AND COMPATIBLE WITH THE CGVD28 HT2_2010 GEOID MODEL

REVISIONS

| No | Description | Date |
|---|---|---|
| 01 | ISSUED FOR REPORT | 2024/10/15 |

BENCHMARK:

| No | DESCRIPTION | ELEVATION |
|---|---|---|
| ##. | XXX | XXX.XX |

LICENSED PROFESSIONAL ENGINEER M. R. BURGIN PROVINCE OF ONTARIO

Client / Land Owner:
SHANNON GREEN

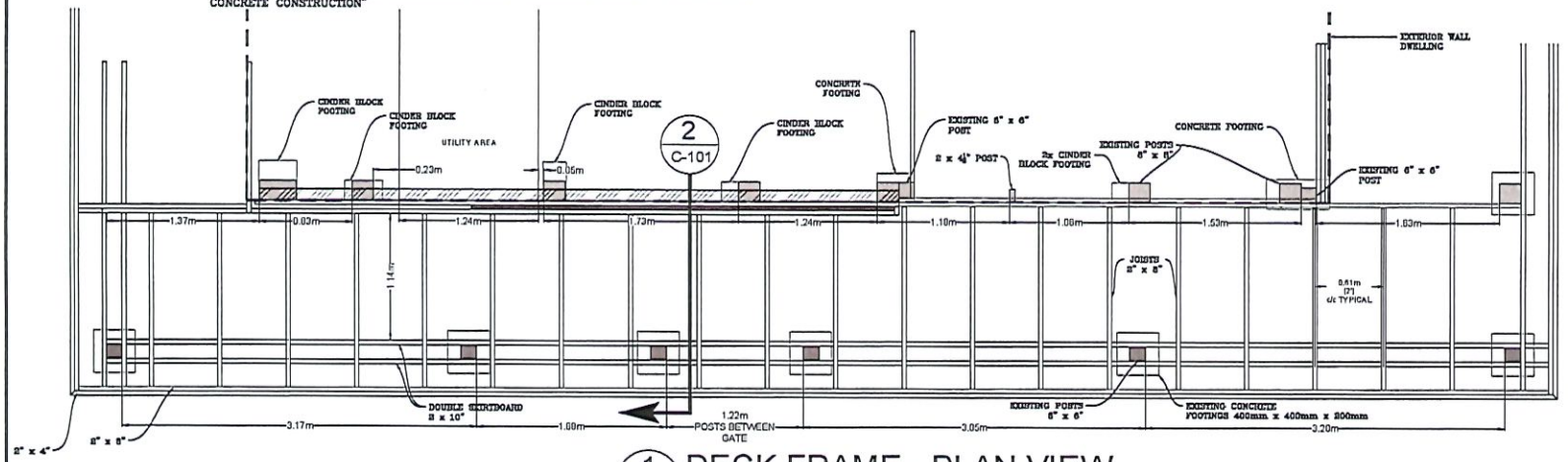
Project:
60 MCCOLL LANE
KINGSTON ONTARIO

Drawing Title:
EXISTING CONDITIONS

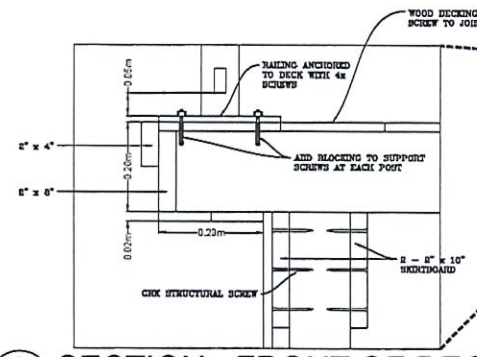
| | |
|---|---|
| Drawn by: LM | Project Number: GW-24003-21 |
| Checked By: MB | |
| Scale: 24"x36" 1:50 | Drawing Number: C-101 |
| Date: OCT 15, 2024 | SHEET 1 of 1 |

NOTES:

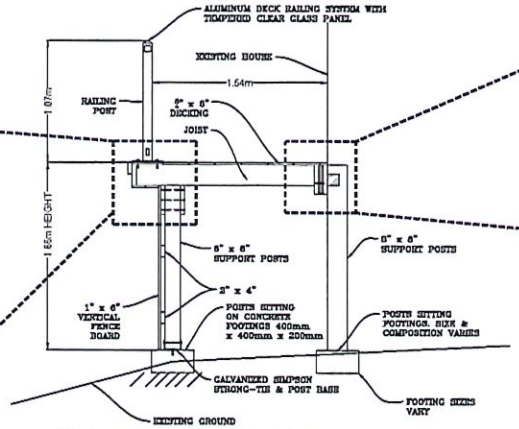
- ALL MAIN TIMBER CONNECTIONS WITH GRK STRUCTURAL SCREWS.
- DECK ADDITION FOOTINGS FOUNDED ON NATIVE SANDY SOIL WITH A MINIMUM FACTORED BEARING RESISTANCE AT ULS OF 100kPA & AT SLS OF 75kPA.
- STRUCTURAL FRAMING DEPICTED ON THESE DRAWINGS HAS BEEN DESIGNED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ONTARIO BUILDING CODE.
- ALL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE BUILDING CODE & ALL GOVERNING STANDARDS & REGULATIONS.
- FOUND EXTERIOR FOOTINGS A MINIMUM OF 1.2m BELOW FINISHED GRADE OR BEDROCK.
- CONCRETE TO HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 20MPa & A MINIMUM SLUMP OF 100mm. THE CONTRACTOR SHALL ENSURE THAT CONCRETE BE MIXED, PLACED & CURED IN ACCORDANCE WITH CSA STANDARD A23.1 "CONCRETE MATERIALS & METHODS OF CONCRETE CONSTRUCTION"
- THE MAXIMUM NOMINAL AGGREGATE SIZE FOR CONCRETE SHALL BE 20mm.
- STRUCTURAL WOOD ELEMENTS HAVE BEEN DESIGNED IN ACCORDANCE WITH CSA STANDARD O86 "ENGINEERING DESIGN IN WOOD".
- THE CONSTRUCTION OF THE STRUCTURAL WOOD FRAMING SHALL COMPLY WITH THE REQUIREMENTS OF THE ONTARIO BUILDING CODE STRUCTURAL LUMBER No.2 S-P-F FT.
- FASTENERS FOR HANGARS, BRACKETS & OTHER SUCH COMPONENTS SHALL CONFORM TO MANUFACTURER'S SPECIFICATIONS.



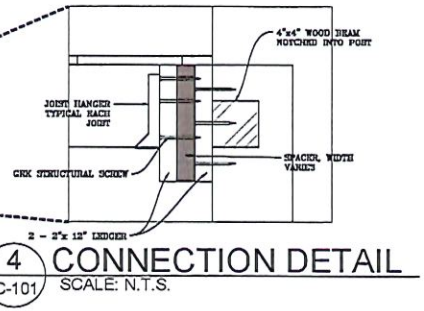

1 C-101 DECK FRAME - PLAN VIEW
SCALE: 1:20




3 C-101 SECTION - FRONT OF DECK
SCALE: N.T.S.

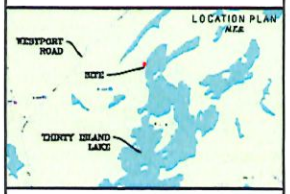



2 C-101 DECK - SECTION VIEW
SCALE: N.T.S.




4 C-101 CONNECTION DETAIL
SCALE: N.T.S.


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REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | AS-BUILT DESIGN | 2024/11/07 |

BENCH MARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| P.F. | AAA | AAA.AA |

N. N. BURGER — LICENCE OF ONTARIO

Client / Land Owner:
SHANNON GREEN

Project:
60 MCCOLL LANE
KINGSTON ONTARIO

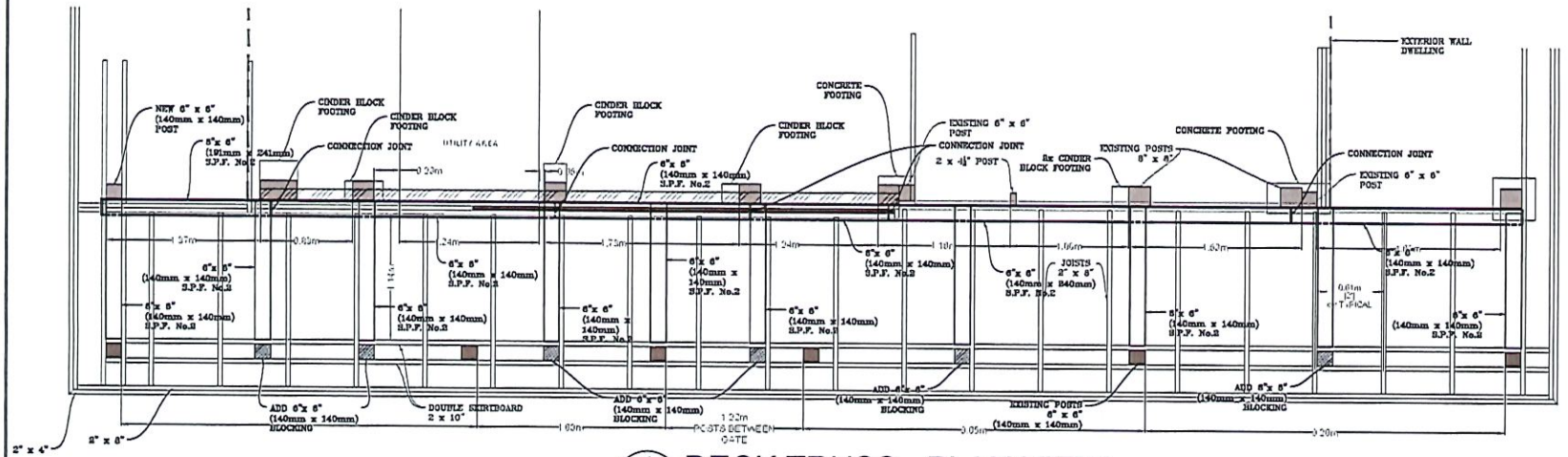
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LAKE FRONT DECK ADDITION

Drawn by: DR
Checked by: NB
Scale: 24"x36" AS NOTED
Date: NOV 7, 2024

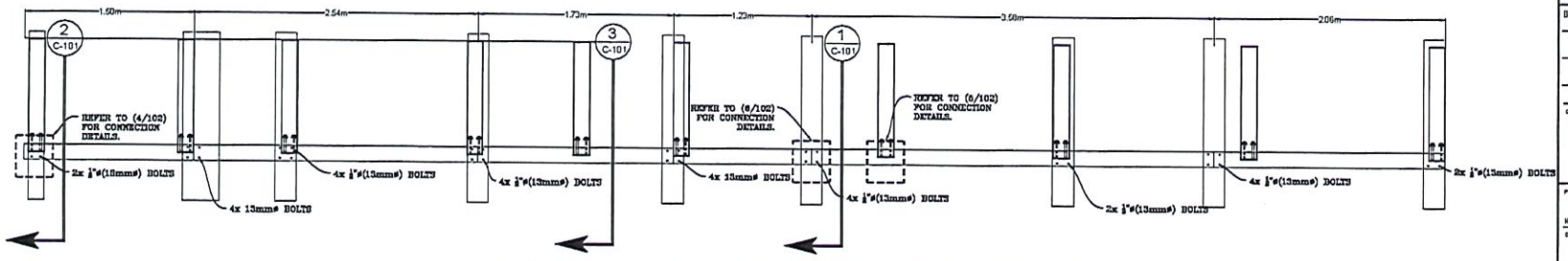
Project Number: GW-24003-21
Drawing Number: C-101
SHEET 1 of 1

NOTES:

- DECK ADDITION FOOTINGS FOUNDED ON NATIVE SANDY SOIL WITH A MINIMUM FACTORED BEARING RESISTANCE AT ULS OF 100kPA & AT SLS OF 75kPA.
- STRUCTURAL FRAMING DEPICTED ON THESE DRAWINGS HAS BEEN DESIGNED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ONTARIO BUILDING CODE.
- ALL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE BUILDING CODE & ALL GOVERNING STANDARDS & REGULATIONS.
- CONCRETE TO HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 20MPa & A MINIMUM SLUMP OF 100mm. THE CONTRACTOR SHALL ENSURE THAT CONCRETE BE MIXED, PLACED & CURED IN ACCORDANCE WITH CSA STANDARD A23.1 "CONCRETE MATERIALS & METHODS OF CONCRETE CONSTRUCTION"
- THE MAXIMUM NOMINAL AGGREGATE SIZE FOR CONCRETE SHALL BE 20mm.
- STRUCTURAL WOOD ELEMENTS HAVE BEEN DESIGNED IN ACCORDANCE WITH CSA STANDARD O86 "ENGINEERING DESIGN IN WOOD".
- THE CONSTRUCTION OF THE STRUCTURAL WOOD FRAMING SHALL COMPLY WITH THE REQUIREMENTS OF THE ONTARIO BUILDING CODE STRUCTURAL LUMBER No.1 S-P-F PT & No.2 S-P-F PT
- BOLTS & STEEL PLATE SHALL CONFORM TO MANUFACTURER'S SPECIFICATIONS.

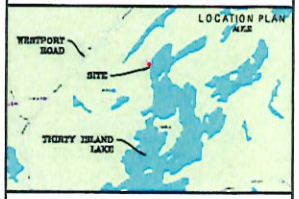



1 / C-101 DECK TRUSS - PLAN VIEW
SCALE: 1:20




2 / C-101 DECK TRUSS - ELEVATION VIEW
SCALE: 1:20


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REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | AS-BUILT DESIGN | 2024/11/07 |
| 02 | DECK TRUSS DESIGN | 2025/02/04 |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| ## | XXX | XXX.XX |

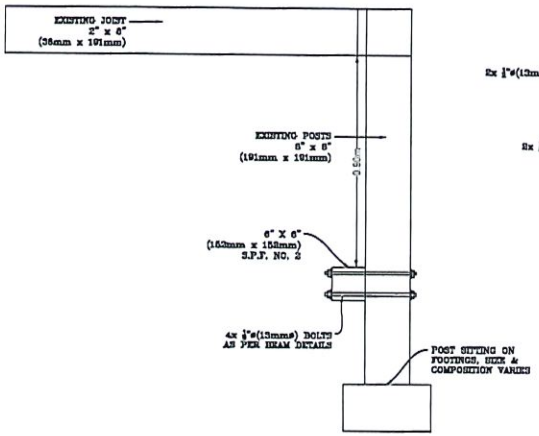
Client/Land Owner
SHANNON GREEN

Project
60 MCCOLL LANE
KINGSTON ONTARIO

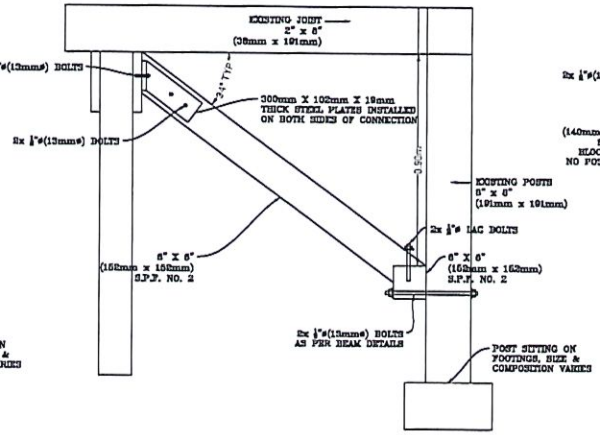
Drawing Title:
LAKE FRONT DECK ADDITION

Drawn By: DR
Checked By: NB
Scale: 24"x36" AS NOTED
Date: FEB 04, 2025

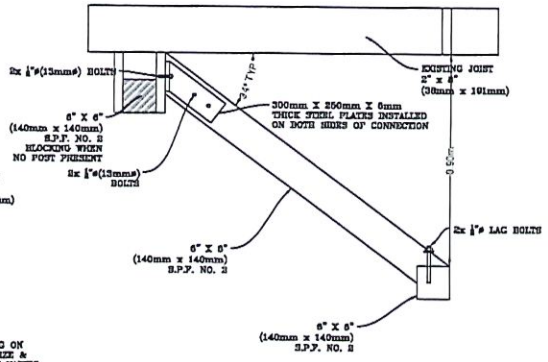
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Drawing Number: C-101
SHEET 1 of 2



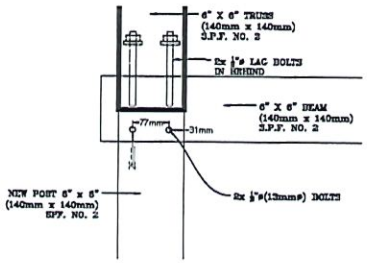

1 C-101 BEAM TO POST CONNECTION DETAIL
SCALE: 1:20



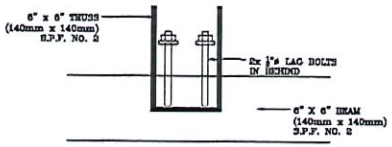

2 C-101 DECK TRUSS - SECTION
SCALE: 1:20



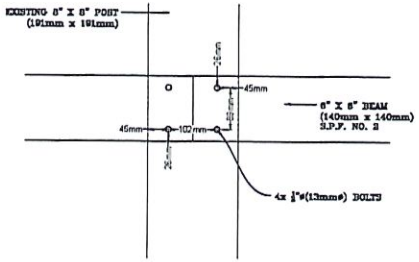

3 C-101 DECK TRUSS - SECTION
SCALE: 1:20




4 C-102 TRUSS CONNECTION DETAIL
SCALE: 1:5

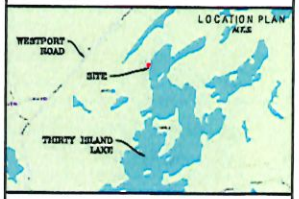



5 C-102 TRUSS CONNECTION DETAIL
SCALE: 1:5




6 C-102 BEAM JOINT CONNECTION DETAIL
SCALE: 1:5

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REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | AS-BUILT DESIGN | 2024/11/07 |
| 02 | DECK TRUSS DESIGN | 2025/02/04 |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| ## | XXX | XXX.XX |

M. H. BURGOYNE

Client/Land Owner
SHANNON GREEN

Project
60 MCCOLL LANE
KINGSTON ONTARIO

Drawing Title:
TRUSS SECTIONS & CONNECTION DETAILS

| | |
|---|---|
| Drawn By: DR | Project Number: GW-24003-21 |
| Checked By: MB | |
| Scale: 24"x36" AS NOTED | Drawing Number: C-102 |
| Date: FEB 04, 2025 | SHEET 2 of 2 |

Gmail

Shannon Green [redacted]

# 60 McColl Lane Deck Extension Slope Stability Analysis

4 messages

[redacted]

Hi Chris,

I discussed my findings and recommendations from the slope stability report with Catherine Sinclair of Quinte Conservation and requested some clarification on her last email of 9 December.

As you may recall we determined that the erosion hazard limit was between the new front deck extension post foundations and the dwelling foundations. We recommended that the deck foundations be extended down to bedrock as this would provide the most stable solution.

Quinte Conservation Guidelines dictate that no construction is permitted within the erosion hazard allowance. She did confirm that Quinte Conservation would permit the current deck, deck skirt and footings be maintained in place provided that the deck be structurally reinforced to act as a cantilever.

We believe this can be done but will require additional timber structural members be installed at a diagonal from the underside of the front of the deck to the base of the columns at the front of the dwelling.

We will revise the deck drawings and submit to the Township Building Department and Quinte Conservation for approval and permitting.

Due to our company holiday shut down we will get this completed in the first week of January

If you have any questions or additional comments please contact me.

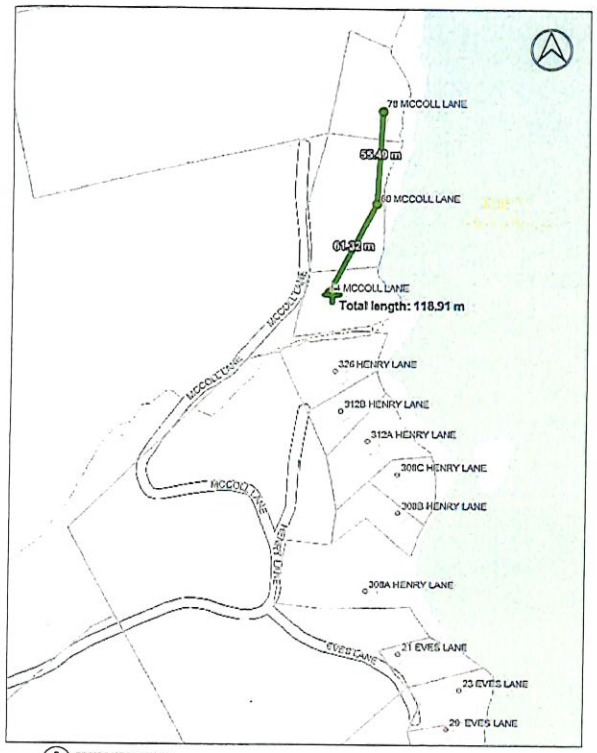
Sincerely,

**Martin Burger**

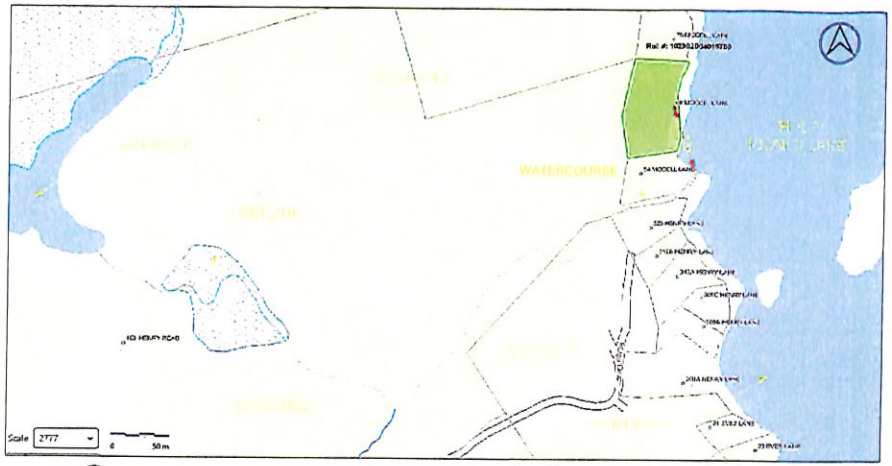
**President**

**M.Eng., P.Eng.**

36




2 REFERENCE POINT PLAN
AR-01 SCALE: N.T.S.




3 NATURAL/ARTIFICIAL FEATURES
AR-01 SCALE: N.T.S.

**Location:** 78 MACCOLL LANE
**ARN:** 102902004015900
**Legal Description:** CON 3 PT LOT 8
**MPAC_Frontage:** 195.00
**MPAC_Depth:** 120.00

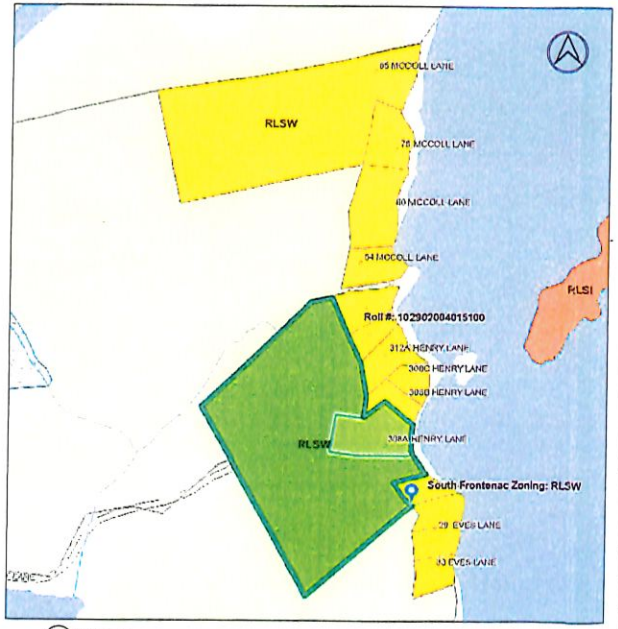
**Location:** 60 MACCOLL LANE
**ARN:** 102902004015700
**Legal Description:** CON 3 PT LOT 8
**MPAC_Frontage:** 280.95
**MPAC_Depth:** 150.00
**Zone_Label:** RLSW
**Z_Comment:** By-law No. 2010-76

**Location:** 54 MACCOLL LANE
**ARN:** 102902004015600
**Legal Description:** CON 3 PT LOT 8 PCL 7
**MPAC_Frontage:** 130.00
**MPAC_Depth:** 109.50




1 EXISTING KEY PLAN
AR-01 SCALE: N.T.S.

Directions to Property: Hwy 38 North Right on Westport Road to Henry Road Follow to 60 Maccoll Lane




4 ZONING PLAN
AR-01 SCALE: N.T.S.

# HOME RENOVATION

60 Mc Cool Lane,
Godfrey - Ontario
K0H 1T0

CLIENT:
TRACY TUCKER

ASTERISK
ENGINEERING CORPORATION
1480 Bath Rd. Suite 201
Kingston-On, K7M 4X6
Phone: (613) 542-2040
www.asteriskengineering.com

| ISSUED FOR | REV | DATE |
|---|---|---|
| APPROVAL | 0 | AUG 30, 2024 |
| ADD SETBACKS | 1 | MAR 07, 2025 |

LEGENDS/NOTES:
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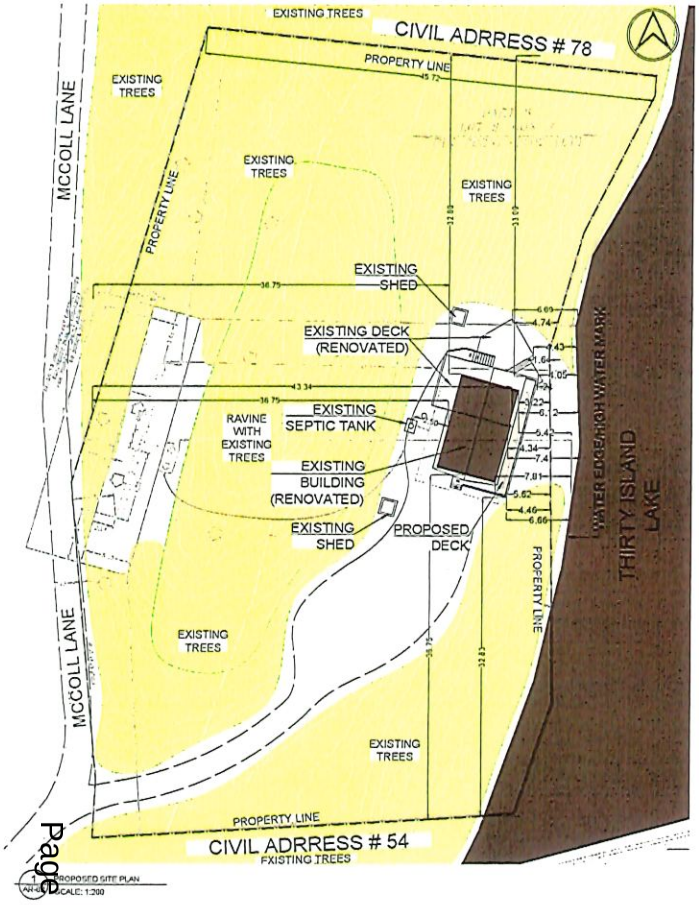
STAMP:

DRAWING TITLE:
EXISTING KEY SITE PLAN, ZONNING & NATURAL/ARTIFICIAL FEATURES

| SCALE: | UNITS: |
|---|---|
| N.T.S | mm, UNO |
| DESIGN: TC | CHECKED: TC |
| DRAWN: AC | |

DATES:
AUGUST 30, 2024

| PROJ. No.: | DWG No.: |
|---|---|
| 24-121 | AR-01 |




PROPOSED SITE PLAN
SCALE: 1:200

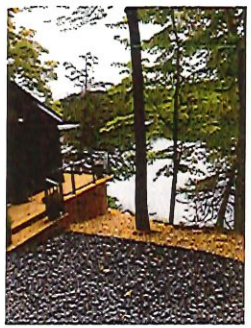


IMAGE 1 - LAKE VIEW 1
SCALE: N.T.S.

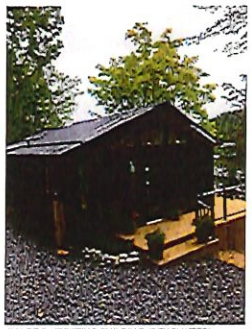


IMAGE 2 - EXISTING BUILDING (RENOVATED)
SCALE: N.T.S.

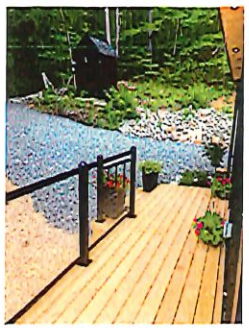


IMAGE 3 - DRIVEWAY
SCALE: N.T.S.

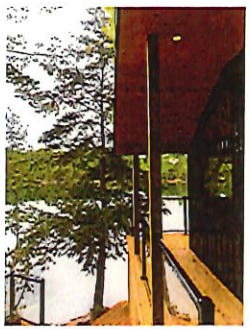


IMAGE4 - LAKE VIEW 2
SCALE: N.T.S.

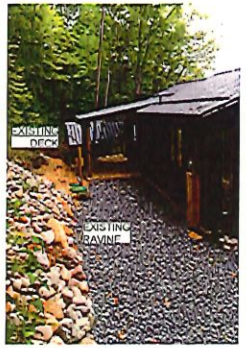



IMAGE 5 - EXISTING SEPTIC TANKS
SCALE: N.T.S.

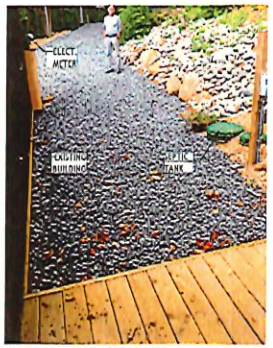



IMAGE 6 - EXISTING SEPTIC TANKS
SCALE: N.T.S.

| ZONING SUMMARY (RLSW – Limited Service Residential-Waterfront) TOWNSHIP OF SOUTH FRONTENAC - ZONING BY-LAW 2003-75 60 MACCOLL LANE - GODFREY, ON (Seasonal Dwelling) | | | |
|---|---|---|---|
| DESCRIPTION | EXISTING | PROPOSED | REQUIRED |
| Lot Area (Minimum) - sq. m | 3,643.00 | 3,643.00 | 10,000.00 |
| Lot Frontage, Private Lane (Minimum) - m | 85.63 | 85.63 | 76.00 |
| Water Frontage (Minimum) - m | 77.84 | 77.84 | 91.00 |
| Front Yard (Minimum) - m | 85.63 | 65.63 | 30.00 |
| Rear Yard (Minimum) - m | 45.72 | 45.72 | 10.00 |
| Interior Side Yard (Minimum) - m | 36.75 | 36.75 | 3.00 |
| Exterior Side Yard (Minimum) - m | 32.88 | 32.88 | 10.00 |
| Gross Floor Area (Minimum) - m | 62.29 | 110.15 | 59.00 |
| Lot Coverage (Maximum) - % | 2% | 3% | 5% |
| Building Height (Maximum) - m | 4.67 | 4.67 | 11.00 |
| Setback from highwater mark (Minimum) - m | 4.05 | 3.22 | 30.00 |

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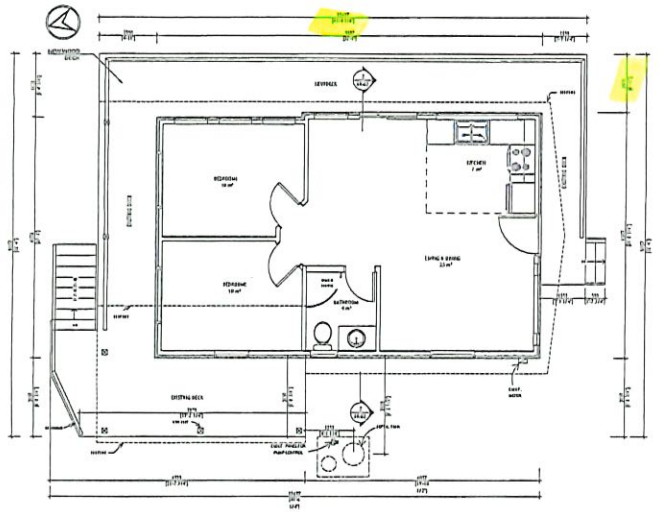
| ISSUED FOR | REV | DATE |
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| APPROVAL | 0 | AUG 30, 2024 |
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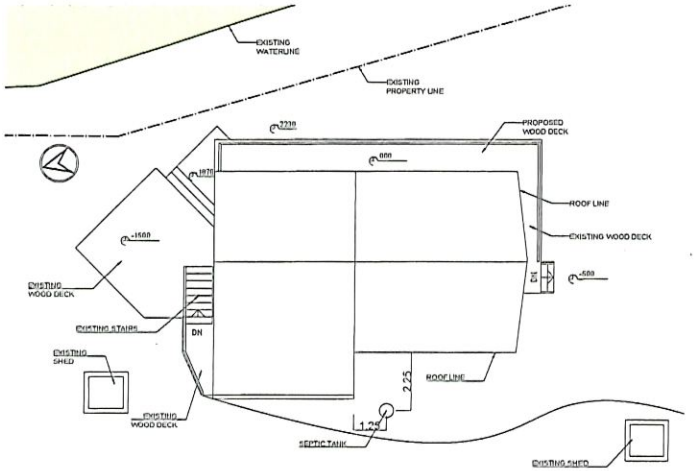
STAMP:

DRAWING TITLE:
PROPOSED SITE PLAN & EXISTING IMAGES

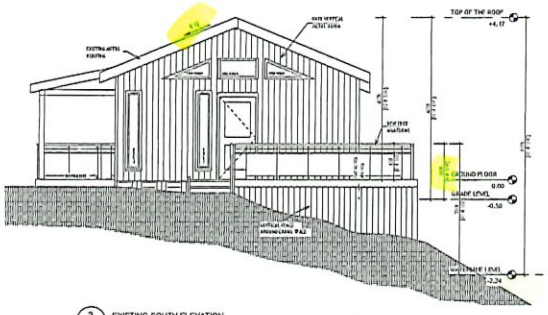
| SCALE: | UNITS: |
|---|---|
| N.T.S | mm, UNO |
| DESIGN: TC | CHECKED: TC |
| DRAWN: AC | |
| DATES: AUGUST 30, 2024 | |
| PROJ. No.: 24-121 | DWG No.: AR-02 |



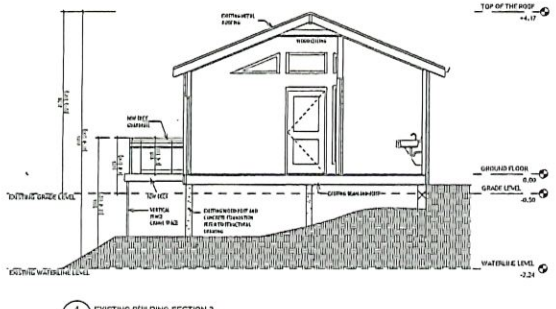
1 EXISTING GROUND FLOOR PLAN
AR-03 SCALE: 1:50




2 EXISTING ROOF PLAN
AR-03 SCALE: 1:75




3 EXISTING SOUTH ELEVATION
AR-03 SCALE: 1:50




4 EXISTING BUILDING SECTION 2
AR-03 SCALE: 1:50

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STAMP:

DRAWING TITLE:
EXISTING FLOOR & ROOF PLANS, SECTION & ELEVATIONS

| SCALE: | | UNITS: |
|---|---|---|
| N.T.S | | mm, UNO |
| DESIGN: TC | CHECKED: TC | DRAWN: AC |
| DATES: AUGUST 30, 2024 | | |
| PROJ. No.: 24-121 | DWG No.: AR-03 | |

$5203 South Frontenac Permit / fine

Gmail

Shannon Green [redacted]

# Payment Information for Township of South Frontenac - ON

1 message

[redacted]

Fri, Feb 21, 2025 at 11:40 AM

**Dear SHANNON GREEN ,**
We are pleased to confirm your payment with Township of South Frontenac - ON. Below is the summary of your payment transaction. Your payment has been received and will be posted to your account. Thank you for your continued relationship with Township of South Frontenac - ON.

| | |
|---|---|
| Confirmation number: | 1764118841 |
| Payment date: | Feb 21, 2025, 11:40:17 AM |
| Payment amount: | $5,203.00 |
| Payment status: | ACCEPTED |

Contact Information

| | |
|---|---|
| First name: | Shannon |
| Last name: | Green |

[redacted]

Account Information

| | |
|---|---|
| Payment type | Building |
| Application Number | PRRN20240404 |
| Payment method: | Debit Card |

[redacted]

38

$2393 South Frontenac Minor Variance / Fine

Gmail

Shannon Green <613sold@gmail.com>

# Payment Information for Township of South Frontenac - ON

1 message

**billpay@paymentus.com** <billpay@paymentus.com> Thu, Mar 13, 2025 at 1:41 PM
Reply-To: Billpay@paymentus.com
To: 613sold@gmail.com

**Dear SHANNON GREEN ,**
We are pleased to confirm your payment with Township of South Frontenac - ON. Below is the summary of your payment transaction. Your payment has been received and will be posted to your account. Thank you for your continued relationship with Township of South Frontenac - ON.

| | |
|---|---|
| Confirmation number: | 1795506019 |
| Payment date: | Mar 13, 2025, 1:41:22 PM |
| Payment amount: | $2,393.00 |
| Payment status: | ACCEPTED |

Contact Information

| | |
|---|---|
| First name: | Shannon |
| Last name: | Green |

[redacted]

Account Information

| | |
|---|---|
| Payment type | Planning |
| Application Number | Plkk20250002 |
| Payment method: | Credit Card |

[redacted]

39

**Township of South Frontenac**
PO Box 100
Sydenham ON K0H 2T0

March 13, 2025



Shannon Green
60 Mccoll Lane

Receipt Number: 116543
HST Number: 87132 3895 RT0001
Payment Date: March 13, 2025
Initials: SH

| Type | Account / Ref. # | Description | Quantity | Amount Paid | Balance Remaining* |
|---|---|---|---|---|---|
| General | PMNWP | Minor Variance BWP | 1 | $2,241.00 | N/A |
| General | PDEPC | Pre-consultation Fee | 1 | $152.00 | N/A |

| | |
|---|---|
| Subtotal: | $2,393.00 |
| Taxes: | $0.00 |
| Total Receipt: | $2,393.00 |
| Cc: | $2,393.00 |
| | $0.00 |
| Total Amount Received: | $2,393.00 |
| Rounding: | $0.00 |
| Amount Returned: | $0.00 |

- Paid via Payments.

* Balance remaning does not reflect any future instalments not yet due.
When payment is by cheque, receipt is valid once cheque has cleared our bank..

[redacted]

40

54 Mccoll Lane

Gmail [redacted]

# Support for Tracy and Davis' Property

1 message

[redacted] Tue, Apr 8, 2025 at 11:42 AM

Hi Shannon,

My Dad is Charlie Amos at 54 Mccoll Lane and he shared your text with me. I co-own our property with my parents and my brother. I'm sending you this email to add another vote of support for Tracy and Davis' property.

I would like to confirm that my husband, Mario, and I both feel that the changes made to the property next to ours have been a huge improvement and have had a positive impact on us and the surrounding area. We don't have any concerns with what has been done and in fact quite the opposite as there was previously a lot of old debris and dilapidated materials in and along the waterfront of that property which have now been removed. The size of the structure and deck are very much in keeping with what was there originally and we didn't even notice any difference in size at all. We support the request for the 5' deck to stay. The old deck was a hazard [redacted]

Please let me know if this is okay or if you need me to provide any more detail.

Laura Kotowski
[redacted]

41

65 Mccoll Lane

Gmail [redacted]

# Support for the minor variance at 60 McColl Lane

1 message

[redacted] Wed, Apr 9, 2025 at 10:27 AM

To the South Frontenac Committee of Adjustment:

We are Kathryn Parker and Gilles Dignard, owners of the property at 65 McColl Lane since 2018, and we are writing in support of the application for a minor variance at 60 McColl Lane.

For the first five years of our residency here, we were saddened to see the state of 60 McColl Lane, which sits two doors away from us. The property was neglected, dirty and derelict. [redacted]

We are fully support of the granting of the minor variance for the small waterfront deck structure. The deck is attractive and creates no hindrance or impedance to our view whatsoever. The renovated cottage is charming and fits into the landscape perfectly. We are delighted to see the property at 60 McColl Lane brought to a state of order and beauty.

Sincerely,

Kathryn Parker and Gilles Dignard

42

54 Mccoll lane

Gmail [redacted]

# Tracey and Davis' cottage

[redacted]

Tue, Apr 8, 2025 at 12:48 PM

To Whom It May Concern

Our family has owned the property at 54 McColl Lane, next door to the former owner [redacted] and the current owners Tracey and Davis since 2017.

We are ecstatic at the beautiful cottage that Tracey and Davis have built. The five foot deck is of no problem or concern to us. It enhances the beauty and appeal of their cottage and extends their living area.

The former owners, the Woods family let their cottage and property deteriorate [redacted]

In comparison the current owners Tracey and Davis have beautifully cleaned up the property and built a cozy, charming, appealing home. [redacted]

Tracey and Davis' ownership has been nothing but a most welcome, positive development in every way possible. It has raised the value of our property and has tremendously increased our enjoyment, pleasure and feeling of well being when we are at our cottage. Having Tracey and Davis buy this property has been a much longed for and prayed for resolution to returning this depressing, unsafe junkyard to its original beauty. It is the most positive development we could have hoped for. We have won the lottery having Tracey and Davis so beautifully clean up and landscape this property. We hope they enjoy their cozy, charming, dream home for many years to come.

Sincerely
Ann and Charlie Amos

43

78 Mccoll lane

Gmail [redacted]

# Deck next door on Thirty Island Lake

[redacted] Tue, Apr 8, 2025 at 3:27 PM

To whom it may concern,

Before the house was renovated, the property and the house was an eye sore from every angle especially looking at the house from the water .

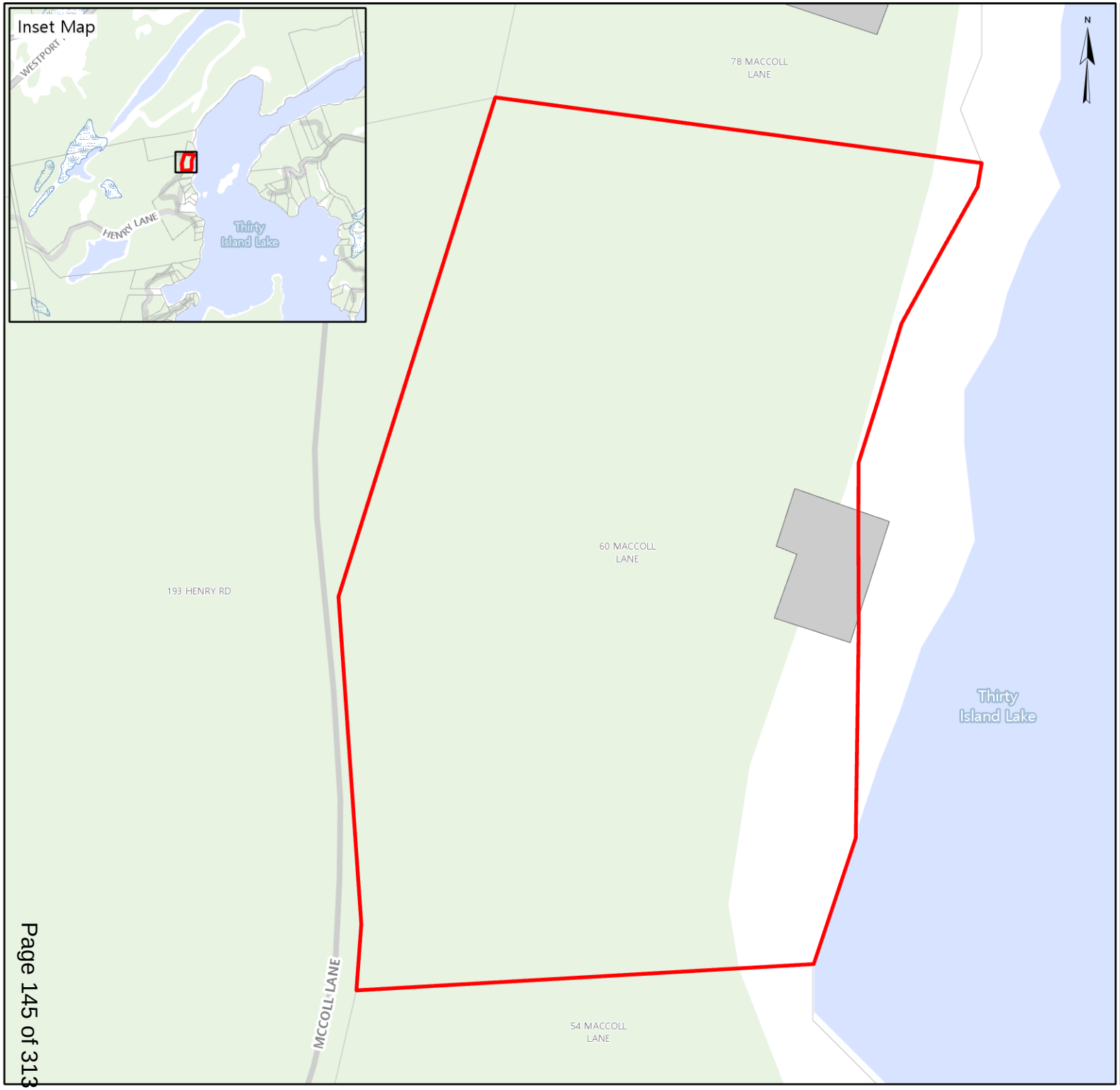
Shannon and his crew did an awesome job on the house next-door to us from every angle.
We cannot see the deck from our dock, and when we do it is relatively low to the high water mark and does not stick out and it's non-intrusive to the eye .

We are perfectly happy with the balcony.

Chris Steeves & Jennifer Richards

78 McColl lane

44




SOUTH FRONTENAC

# PL-ZNA-2025-0029

## (TUCKER) (GREEN)
## 60 MCCOLL LANE

Legend

- Subject Lands
- Wetland
- Wooded Area
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Waterbody
- Township Boundary
- Road

Produced by the County of Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025.

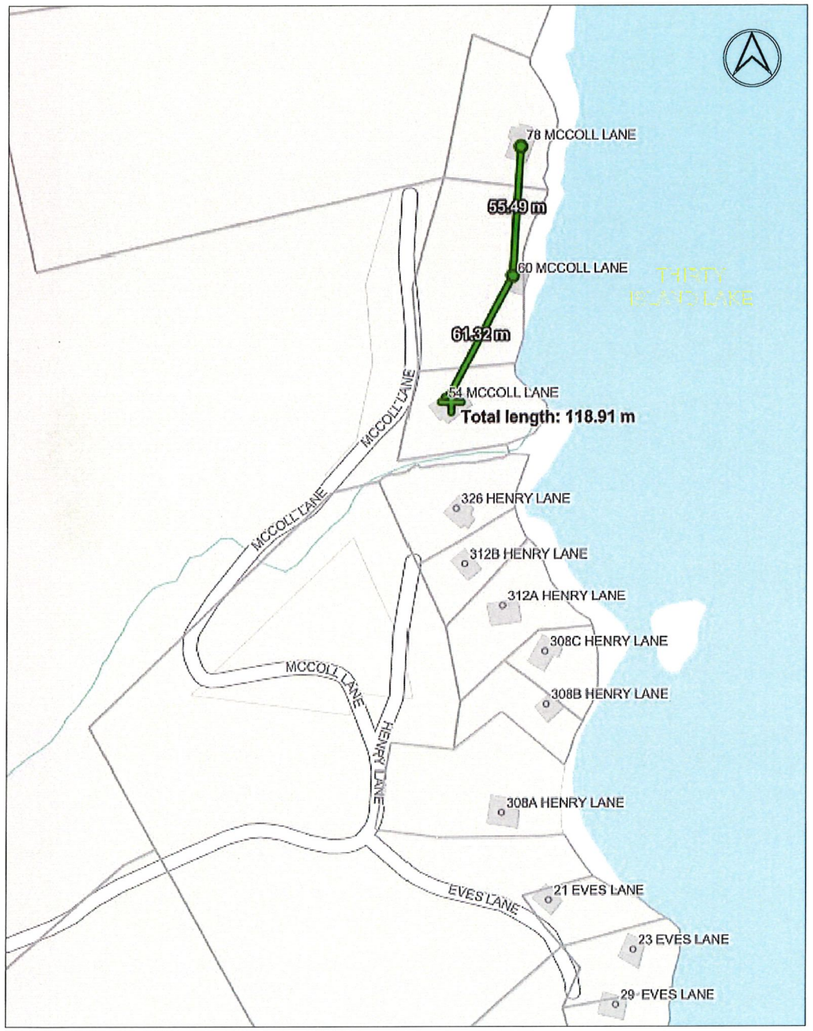
While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale: 1:500

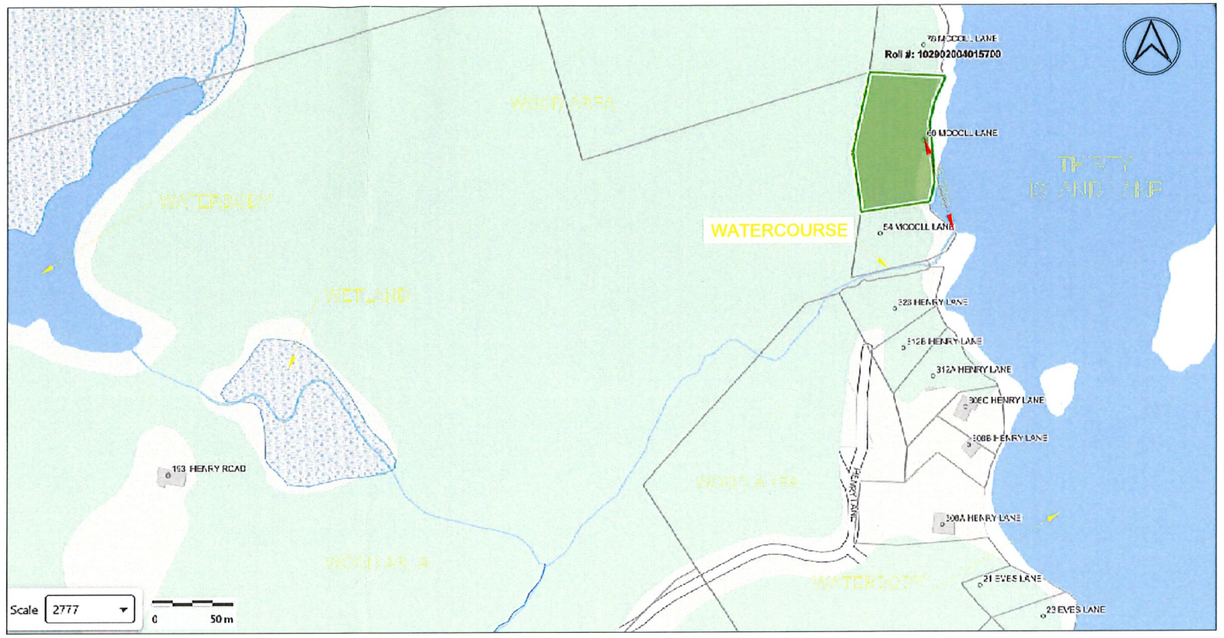
0 5 10 20 m

UTM Zone 18 NAD 83

Date: 24/03/2025




2 AR-01 REFERENCE POINT PLAN
SCALE: N.T.S.




3 AR-01 NATURAL/ARTIFICIAL FEATURES
SCALE: N.T.S.

| | |
|---|---|
| **Location:** | 78 MACCOLL LANE |
| **ARN:** | 102902004015900 |
| **Legal Description:** | CON 3 PT LOT 8 |
| **MPAC_Frontage:** | 195.00 |
| **MPAC_Depth:** | 120.00 |

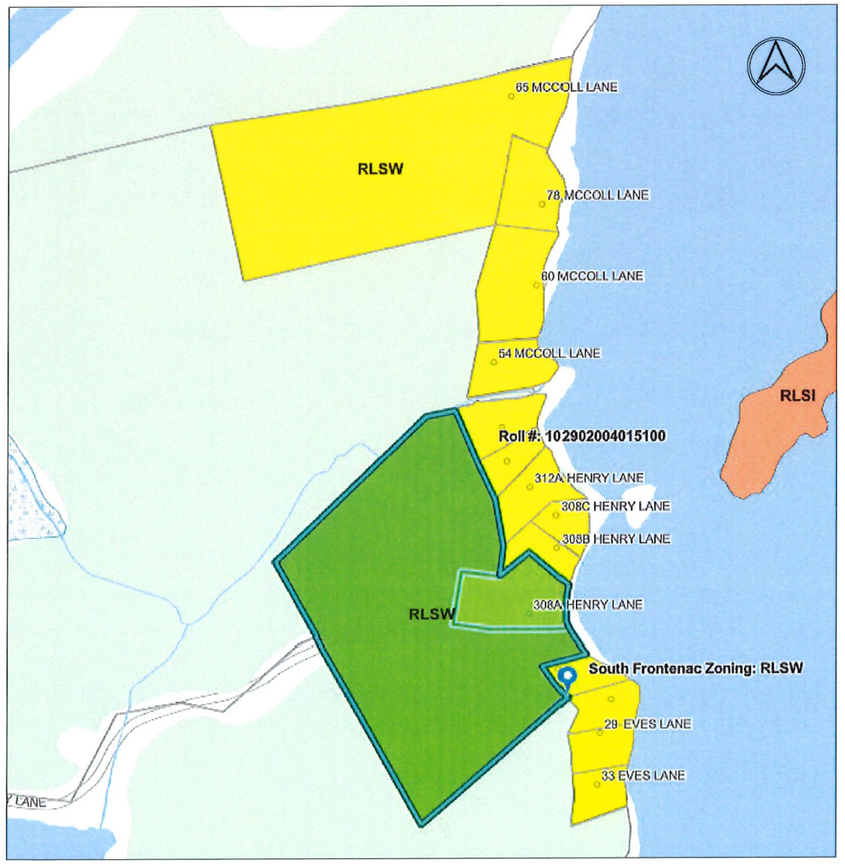
| | |
|---|---|
| **Location:** | 60 MACCOLL LANE |
| **ARN:** | 102902004015700 |
| **Legal Description:** | CON 3 PT LOT 8 |
| **MPAC_Frontage:** | 280.95 |
| **MPAC_Depth:** | 150.00 |
| **Zone_Label:** | RLSW |
| **Z_Comment:** | By-law No. 2010-76 |

| | |
|---|---|
| **Location:** | 54 MACCOLL LANE |
| **ARN:** | 102902004015600 |
| **Legal Description:** | CON 3 PT LOT 8 PCL 7 |
| **MPAC_Frontage:** | 130.00 |
| **MPAC_Depth:** | 109.50 |




1 AR-01 EXISTING KEY PLAN
SCALE: N.T.S.

Directions to Property: Hwy 38 North Right on Westport Road to Henry Road Follow to 60 Maccoll Lane




4 AR-01 ZONING PLAN
SCALE: N.T.S.

# HOME RENOVATION

60 Mc Cool Lane,
Godfrey - Ontario
K0H 1T0

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STAMP:
LICENCED PROFESSIONAL ENGINEER
T. AVILAR PEREIRA-CLUDE
100074114
MAR 07, 2025
PROVINCE OF ONTARIO

SHEET SIZE 24"X36"

DRAWING TITLE:

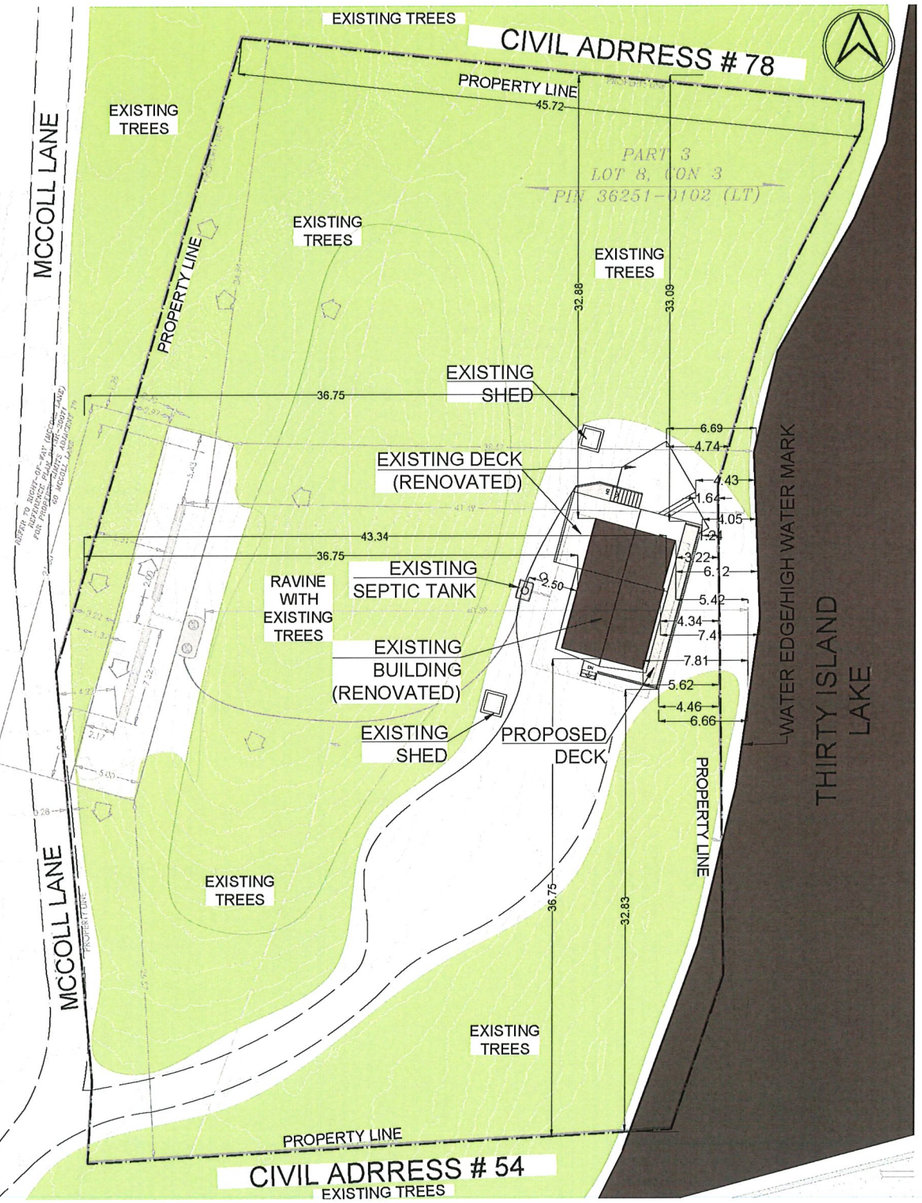
EXISTING KEY SITE PLAN,
ZONNING &
NATURAL/ARTIFICIAL FEATURES

| SCALE: | UNITS: |
|---|---|
| N.T.S | mm, UNO |

| DESIGN: | CHECKED: | DRAWN: |
|---|---|---|
| TC | TC | AC |

DATES:
AUGUST 30, 2024

| PROJ. No.: | DWG No.: |
|---|---|
| 24-121 | AR-01 |




1 AR-02 PROPOSED SITE PLAN
SCALE: 1:200



IMAGE 1 - LAKE VIEW 1
SCALE: N.T.S.



IMAGE 2 - EXISTING BUILDING (RENOVATED)
SCALE: N.T.S.

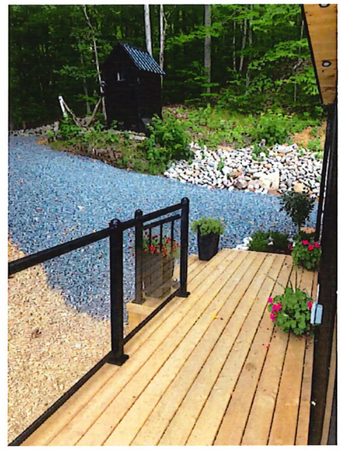


IMAGE 3 - DRIVEWAY
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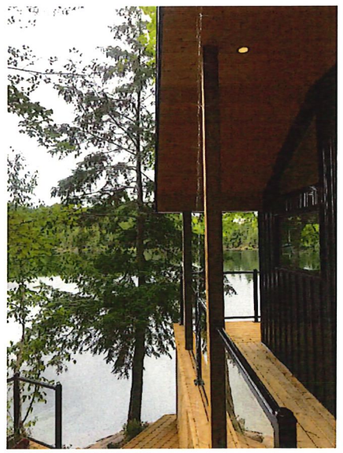


IMAGE4 - LAKE VIEW 2
SCALE: N.T.S.




IMAGE 5 - EXISTING SEPTIC TANKS
SCALE: N.T.S.




IMAGE 6 - EXISTING SEPTIC TANKS
SCALE: N.T.S.

**ZONING SUMMARY (RLSW – Limited Service Residential-Waterfront)**
**TOWNSHIP OF SOUTH FRONTENAC - ZONING BY-LAW 2003-75**
**60 MACCOLL LANE - GODFREY, ON (Seasonal Dwelling)**

| DESCRIPTION | EXISTING | PROPOSED | REQUIRED |
|---|---|---|---|
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| Setback from highwater mark (Minimum) - m | 4.05 | 3.22 | 30.00 |

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Godfrey - Ontario
K0H 1T0

CLIENT:
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| APPROVAL | 0 | AUG 30, 2024 |
| ADD SETBACKS | 1 | MAR 07, 2025 |

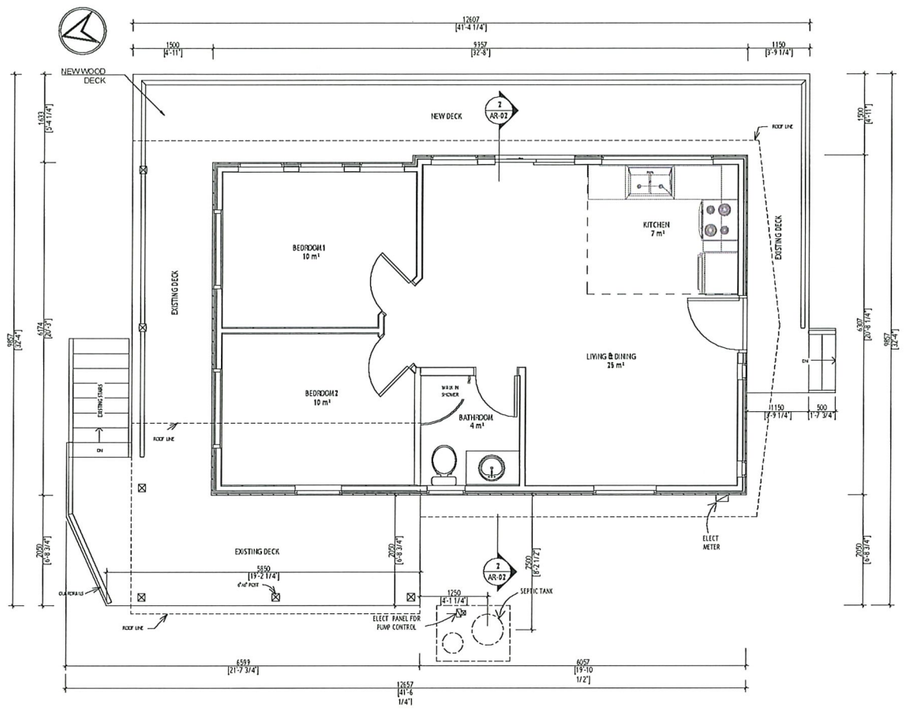
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This drawings are "design drawings" only and are not intended to be used as shop drawings.

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LICENCED PROFESSIONAL ENGINEER
T. AVILAR PEREIRA-CALDAS
100074114
MAR 07, 2025
PROVINCE OF ONTARIO

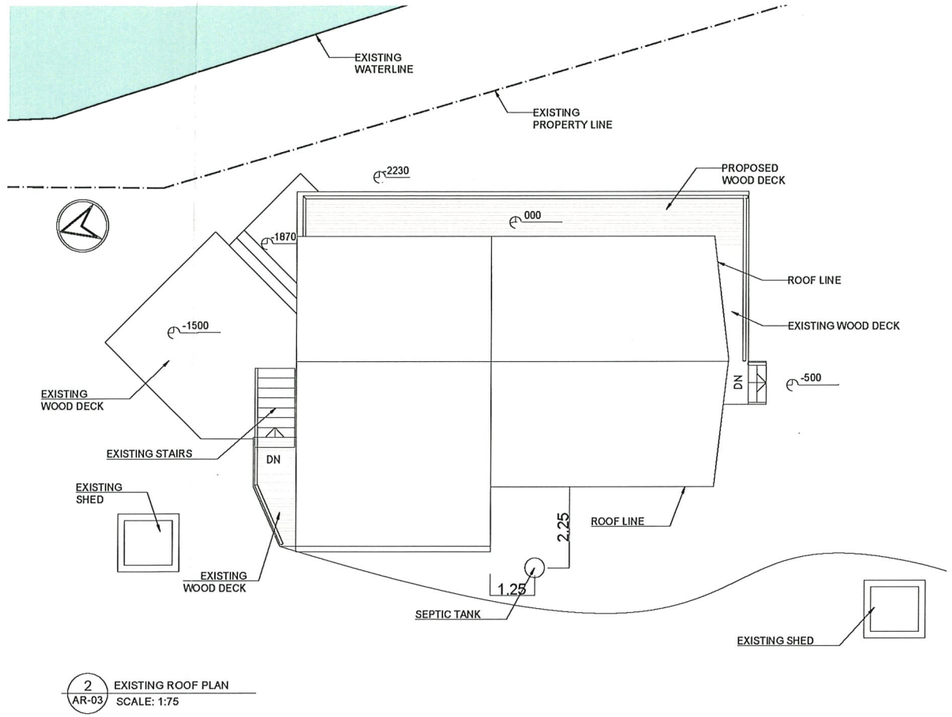
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DRAWING TITLE:
PROPOSED SITE PLAN & EXISTING IMAGES

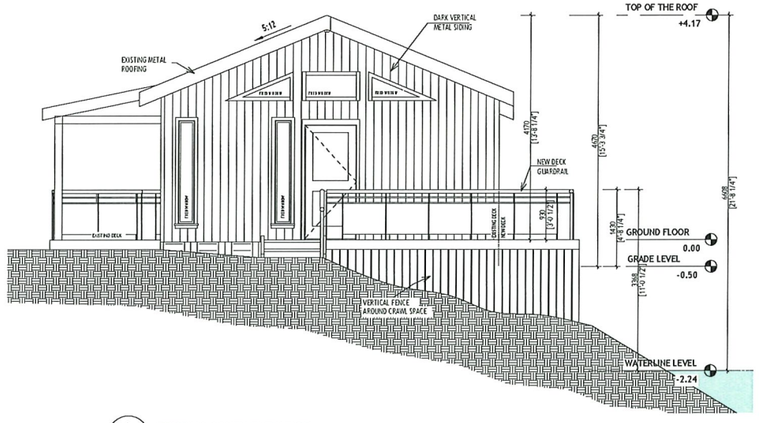
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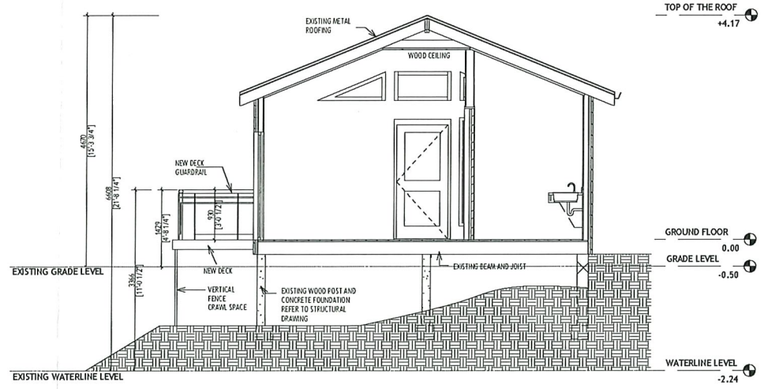

1 AR-03 EXISTING GROUND FLOOR PLAN
SCALE: 1:50




2 AR-03 EXISTING ROOF PLAN
SCALE: 1:75




3 AR-03 EXISTING SOUTH ELEVATION
SCALE: 1:50




4 AR-03 EXISTING BUILDING SECTION 2
SCALE: 1:50

# HOME RENOVATION

60 Mc Cool Lane,
Godfrey - Ontario
K0H 1T0

CLIENT:
TRACY TUCKER

ASTERISK ENGINEERING CORPORATION
1480 Bath Rd. Suite 201
Kingston-On, K7M 4X6
Phone: (613) 542-2040
www.asteriskengineering.com

| ISSUED FOR | REV | DATE |
|---|---|---|
| APPROVAL | 0 | AUG 30, 2024 |
| ADD SETBACKS | 1 | MAR 07, 2025 |

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This drawings are "design drawings" only and are not intended to be used as shop drawings.

STAMP:

LICENCED PROFESSIONAL ENGINEER
T. AVILAR PEREIRA CALDAS
100074114
MAR 07, 2025
PROVINCE OF ONTARIO

SHEET SIZE 24"X36"

DRAWING TITLE:

## EXISTING FLOOR & ROOF PLANS, SECTION & ELEVATIONS

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| PROJ. No.: | DWG No.: | |
| 24-121 | AR-03 | |

Quinte CONSERVATION

2061 OLD HIGHWAY 2, RR#2, BELLEVILLE, ON, K8N 4Z2
PHONE: (613) 968-3434 • FAX: (613) 968-8240
www.quinteconservation.ca

# PROHIBITED ACTIVITIES, EXEMPTIONS & PERMITS
# ONTARIO REGULATION 41/24

**PERMIT #** REG0336-2024 AMENDED
**ISSUED TO:** Tracy Tucker
**CIVIC ADDRESS:** 60 McColl Lane
**GEOGRAPHIC DESCRIPTION:** Lot 8, Concession 3, Bedford
**WATER FEATURE:** Thirty Island Lake

**THIS PERMIT IS BEING ISSUED AS THE RESULT OF A VIOLATON OF O. REG 41/24**

**Works to be Undertaken Include:**

This permit is being issued to bring the cottage into compliance. It is understood that the construction activities have already been completed. It is understood that the roof of the existing cottage caved-in which led to a reconstruction of the cottage on the same footprint as per the drawings by Asterisk Engineering, Dwg. No. AR-01-AR-03, S-01S-07 dated August 30, 2024.

**Notes:**

Please be reminded that any development activities within 30m of the top of the bank adjacent to the lake requires a permit from this office. Development activities include any construction, importing and/or removing fill, site grading and a change of use to an existing structure (i.e. converting a garage to living space). Shoreline and/or in-water works are also regulated by this office and permits, from this office, are required for these activities as well. Proposed work below the seasonal high water mark may also require permits the Ministry of Natural Resources (MNR) and the federal Department of Fisheries and Oceans (DFO).

In accordance with the Prohibited Activities, Exemptions & Permits made pursuant to Section 28 of the Conservation Authorities Act, R.S.O. 1990, this permit is granted provided that all works are completed in accordance with the specifications and plans set out in the application.

Any departure from the submitted documentation without prior written approval from Quinte Conservation will constitute a violation of this permit and may result in legal action in accordance with Section 28 of the Conservation Authorities Act. Should your plans change regarding the specifications and location of the projects described, please contact this office so an amendment can be issued accordingly.

You are reminded that the granting of this permit does not remove your responsibility to obtain any necessary additional permits from other agencies or government bodies. It is also important to note that this permit does not override any other permit or setback requirements from other agencies. In the case of a conflict between setback requirements the most restrictive will apply.

**AMENDMENT ON FEBRUARY 5, 2025:**
Reconstruct deck as per Dwg. No.C-101 & C-102 (attached) from Groundwork Engineering dated February 4, 2025. It is my understanding that the existing supports for the deck will be removed and the new deck will be supported by the footings for the cottage with a cross-brace. It is understood that the deck will be skirted. The deck cannot be covered and/or screened-in.

All aforementioned conditions still apply.

c.c. Peggy Spafford, Permit In-take Coordinator, Township of South Frontenac
Christopher Beeg, Building Inspector, Township of South Frontenac
Shannon Green, Agent for Owner
Tiago Caldas, Asterisk Engineering

This permit is not transferable/renewable.

**PERMIT MUST BE PROMINENTLY DISPLAYED AT THE WORK SITE**

*CSinclair*
Catherine Sinclair
Regulations Officer

Issuance Date: Amended February 6, 2025 Expiry Date: December 22, 2025

RECEIVED
FEB 06 2025
Township of South Frontenac
BUILDING DEPARTMENT

GROUNDWORK ENGINEERING LIMITED

RECEIVED
NOV 2 9 2024
TOWNSHIP OF SOUTH FRONTENAC
BUILDING DEPARTMENT

# SLOPE STABILITY ANALYSIS

## 60 McColl Lane

## South Frontenac, Ontario

Prepared for: **Shannon Green**

Project No. **GW-24003-21**

Date: **October, 2024**

**GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER**

*Unit 640, 654 Norris Court Kingston, ON K7P 2R9*
*613-634-1789*
*www.groundengineer.ca*

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## 1.0 Introduction

Groundwork Engineering Limited (**GEL**) was retained by Shannon Green (**Client**) to conduct a limited geotechnical investigation, slope stability analysis and natural hazards analysis at 60 McColl Lane, South Frontenac Ontario (the site). This report has been prepared solely and exclusively for the client for the purpose of providing geotechnical and natural hazards information to determine upgrade options to ensure the long-term stability and safety of a new deck.

## 2.0 Site and Project Description

The site is located on Part Lot 8 Concession 3 South Frontenac Ontario (Figure 1). The property is relatively flat between the entrance off McColl Lane and the east side of the existing cottage. On the east side of the existing cottage is a 1.5 m wide new deck supported on concrete footings. Immediately east of this deck there is a 1.5 m wide relatively flat area before the grade slopes steeply to Thirty Island Lake (Figure 2). Exposed granite can be observed in several locations on the face of this slope.




Figure 1. Site Location

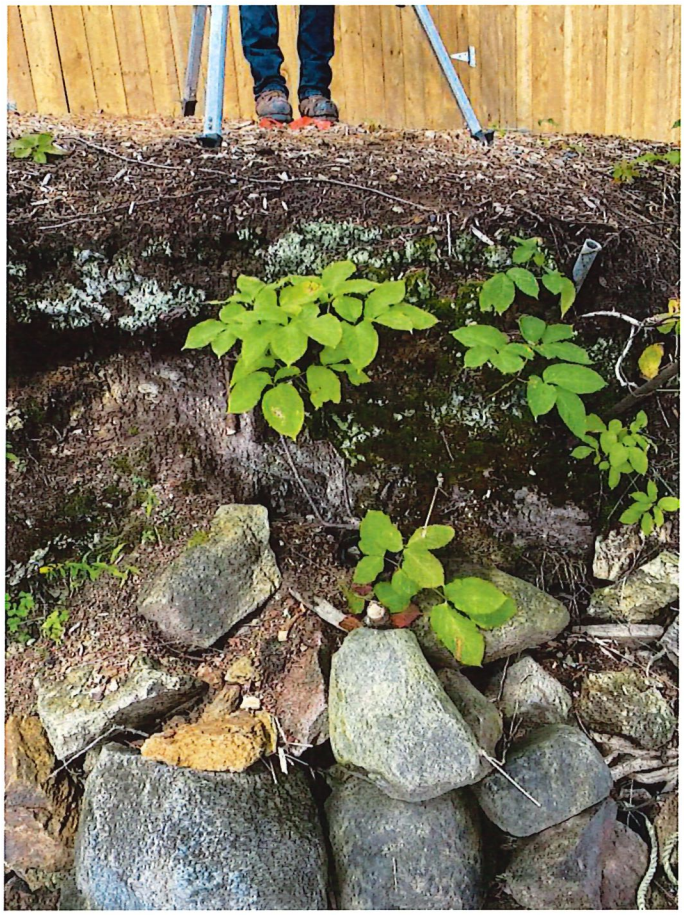


Figure 2. Flat Area and Slope Above Thirty Island Lake.

The ground near the shoreline of Thirty Island Lake consists of granite cobbles and boulders, a thin layer of sand over granite bedrock and exposed granite bedrock (Figure 3). The shoreline in this part of Thirty Island Lake is mostly natural.

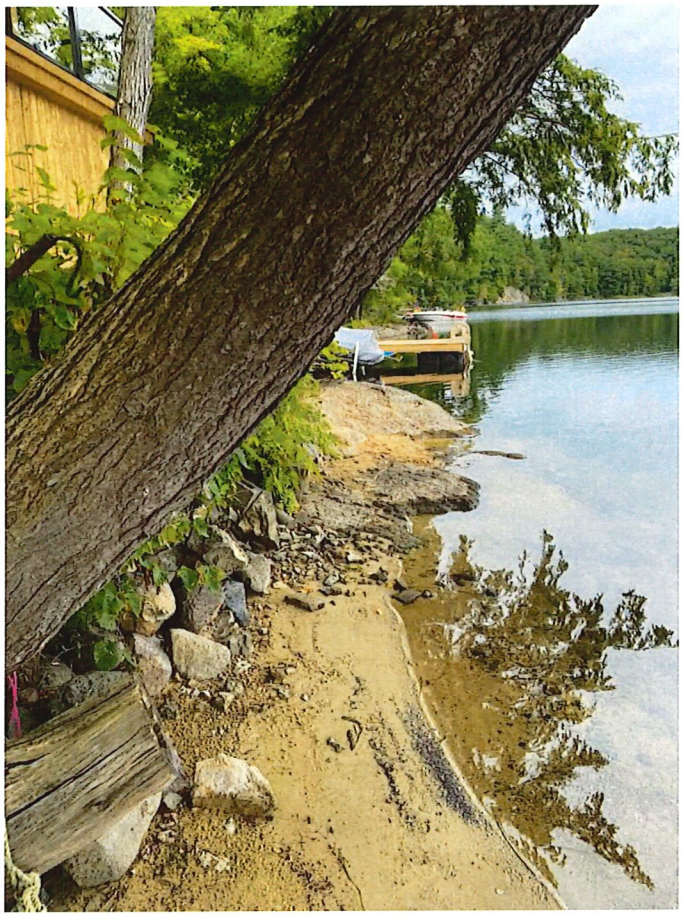


Figure 3. Base of Steep Slope and Shoreline of Thirty Island Lake.

The deck on the east side of the existing cottage is supported by five (5) footings spaced approximately 3 m apart. The footings are located under the east side of the deck and approximately 1.5 m above the top of the steep slope. The footings consist of 400 mm X 400 mm X 200 mm tall cast in place concrete supporting 150 mm X 150 mm wood columns (Figure 4). The bases of the footings are bearing on sandy soil. Granite bedrock is located between 200 mm and 400 mm below the base of the footings.



Figure 4. Typical Deck Footing.

The footings that support the cottage are a combination of stacked precast concrete blocks and poured concrete on native soil. The columns that support the cottage are larger than the columns that support the deck and comprised of a mixture wood and concrete. The wood columns supporting the cottage are 200 mm X 200 mm (Figure 5). The concrete columns are larger than the wood columns, although the concrete columns vary in size (Figure 6).

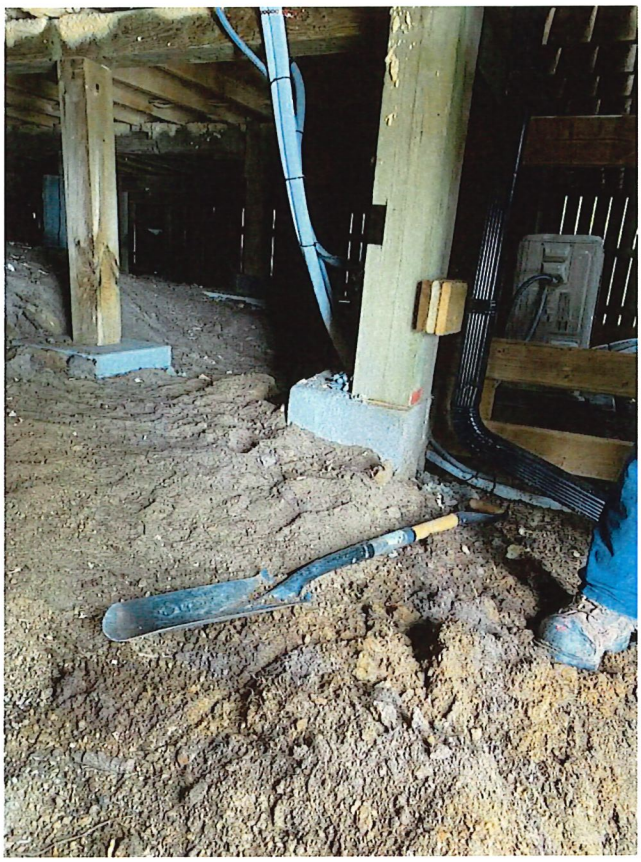


Figure 5. Wood Cottage Foundation Piers.



Figure 6. Concrete Cottage Foundation Piers.

# 3.0 Method of Investigation

## 3.1 General

The scope of this investigation included the completion of a site topographic survey, a limited subsurface investigation to determine bedrock elevation, and a review of the natural hazards that influence the site.

All field activities were performed under the constant supervision of GEL technical staff.

## 3.2 Topographic Survey

A partial topographic survey was completed of the lot near the shore. Geodetic elevations (in meters) were established using the CAN-NET GNSS Real-Time Correction Network and are based on the Canadian Geodetic Vertical Datum of 1928 (CGVD28) (vertical) and the North American Datum of 1983 (NAD83) (horizontal).

An elevation profile was measured at one (1) location on the property. Section 1 is positioned starting under the deck and ending at the shoreline of Thirty Island Lake. Section 1 runs perpendicular to the slope from west to east. As can been seen in drawing C-101, Appendix A, there is a relatively flat area between the edge of the deck and the top of the bank above Thirty Island Lake. The water level at the time of the site investigation was 0.19 m below the toe of the steep slope. Below the toe of the steep slope the grade flattens dropping 0.78 m over a horizontal distance of 4.24 m.

The lake bottom in front of the site has a slope of approximately 5.44 H : 1.0 V with exposed bedrock visible in several locations (Figure 7).

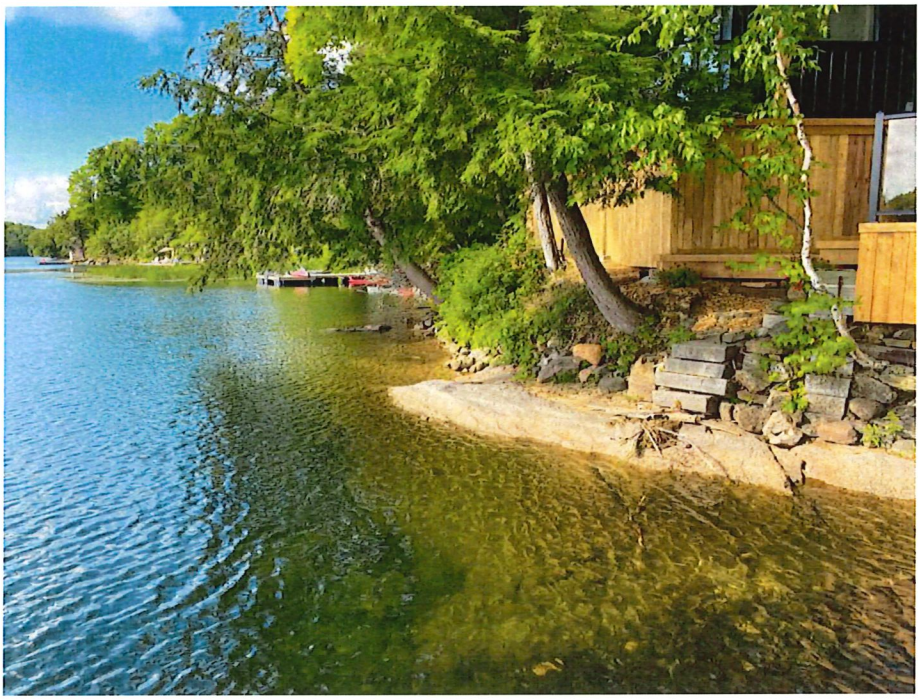


Figure 7. Thirty Island Lake Shoreline. Note Curved Tree Trunks Indicating Past Slope Movement. Photo Taken from Dock.

# 4.0 Subsurface Conditions

## 4.1 General

Details on the subsurface conditions encountered during the geotechnical investigation are presented on the Drawing C-101. The soil descriptions given in this report are based on current geotechnical practice as per the Canadian Foundation Engineering Manual, 4th Edition. The stratigraphic boundaries have been inferred from site measurements taken while advancing a probe to refusal and typically represent a transition from one soil type to another. These boundaries should not be interpreted to represent actual planes of geologic change. The subsurface conditions are confirmed at the test location only and will vary between and beyond the locations.

## 4.2 Subsurface Investigation

The soil conditions consist of approximately 0.2 to 0.5 m of shallow sandy soil over granite bedrock.

Three (3) test pits were hand excavated to determine bedrock elevation. The test pits are located near the footings at the north and south ends of the deck and the top of the steep slope in front of the south most central deck footing.

At Test Pit 1 (TP1) bedrock was observed at an elevation of 155.19 m. At Test Pit 2 (TP2) bedrock was observed at an elevation of 155.26 m. At Test Pit 3 (TP3) bedrock was observed at an elevation of 155.16 m. Bedrock generally slopes from north to south. However, bedrock elevations only vary less than 10 cm over a 9 m length.

Bedrock is also exposed near the shoreline and on the lakebed. Bedrock elevations near the shoreline vary between 153.65 m and 153.48 m. Bedrock is visible on parts of the face of the steep slope indicating that bedrock is likely located near the face of the slope in areas where it is not exposed.

The apparent stable bedrock surface consists of two (2) gradually sloping rock plateaus separated by a steep drop-off. The exposed bedrock face is visibly weathered by vegetation, water and ice action on Thirty Island Lake. Boulders and cobbles were observed at the base of the steep slope.

Vegetation on the steep slope shows signs of past slippage, with a curve visible in the trunks of trees growing on the slope (Figure 6).

## 5.0 Geotechnical Principles for Stable Slopes

In accordance with the Ontario Ministry of Natural Resources Geotechnical Principles for Stable Slopes a review of the slope stability rating was completed. Results can be found in the completed Table in Appendix B. A value of 56 was determined for this site. This results in a slope instability rating of Moderate Potential.

## 6.0 Discussion

The following discussion provides our interpretation of the geotechnical data obtained from the field.

The toe of the slope is located at the base of the steep slope. The toe of the slope is located approximately 2.5 m horizontally and 2.0 m vertically from the deck footings. At the time of the site investigation the water elevation on Thirty Island Lake was approximately 0.19 m below the toe of the steep slope. However, the seasonal high-water elevation (154.11 m CGVD28) and the 100-year flood elevation (154.67 m CGVD28) would be above the toe of the slope.

## 6.1 Slope Stability

A two-dimensional slope stability analysis was conducted for the slope below along Section 1-1, drawing C-101 using the Morgenstern Price method of slope stability for the slope below the deck and the soil under the deck footings.

The following assumptions were made for the analysis:

- The granite bedrock is highly weathered and only maintains 35% of its intact strength.
- The sandy soil has an internal angle of friction of 34°.
- The load on each of the deck footings posts is a conservative 24.8 kN.
- The load on each of the cottage footings posts is a conservative 40 kN.
- The base of the cottage footings are located 200 mm above the bedrock.
- The sand is slightly cohesive with a cohesion of 1 kPa. This cohesion is to prevent GeoSlope® from generating superficial failure surfaces in the upper 0.05 m of the sandy soil.
- The bedrock is conservatively assumed to drop linearly between the known bedrock elevation at the base of the deck footing and the base of the slope.
- Vegetation is not providing slope reinforcement.

Multiple iterations were completed using the program GeoSlope®. The global failure surface is determined as a circular slip plane with a depth of approximately 1.1 m below the top of the steep slope which is the deepest point on the critical failure surface. The critical failure surface passes through the top of the slope approximately 0.25 m behind the deck footings with a factor of safety of 0.93. The factor of safety being less than 1.0 implies that the assumptions are overly conservative. The failure surface with a factor of safety of 1.5 passes through the top of the slope 0.7 m behind the deck footings. For residential buildings, retaining walls, and other structures the design minimum factor of safety against global slope stability failure is 1.5. The failure plane with a factor of safety of 1.5 converts to a stable slope of 1.54 H to 1 V.

Based on visual observations of the face of the steep slope, the bedrock in the vicinity of the top of the steep slope is shallower than the above analysis assumes. If the bedrock is assumed to be 0.5 m below the ground surface until 0.5 m from the face of the steep slope, the factor of safety for the critical failure surface increases to 1.6, which is considered stable.

## 6.2 Natural Hazards

In accordance with the Ministry of Natural Resources Technical Guide and the Quinte Conservation Watershed Regulations (O. Reg. 41/24) Policy Manual, hazardous lands on small inland lakes are to be treated as being "affected by flooding, erosion or dynamic beaches". The shoreline erosion hazards for small lakes are determined by a combination of two (2) key shoreline natural hazards: flood plain elevation and erosion hazard limit.

The lake bottom in front of the site was observed to be shallow and rocky. There is no evidence of substantial active erosion at the toe of the slope as almost no loose material remains above the bedrock at the toe of the slope. The site appears to be well protected from natural shoreline hazards. The shoreline at the site has an eastern exposure and as such is relatively sheltered from the prevailing winds from the southwest which is the predominant wind direction in the area. As such, the effects on the shoreline due to wave energy is minimal under normal wind and water level conditions, or during high winds coming from the southwest. Furthermore, the shoreline of the site consists mostly of exposed granite or granite cobbles and boulders, which are highly resistant to scour.

### 6.2.1 Flood Hazard Limit

When determining the limits of flood hazard lands at this site, only the 100-year flood level is to be considered as the site is located on a small inland lake.

The regulatory flood plain of Thirty Island Lake is the area affected by the 100-year water level. According to the "Quinte Conservation & The Townships of South and Central Frontenac FHIMP ON22-46; Napanee River Upper Lakes Flood Hazard Mapping" the 100-year water level for Thirty Island Lake can be taken as 154.67 m CGVD28. The top of the steep slope was measured to vary between 154.63 m CGVD28 at the north end of the deck and 155.40 m CGVD28 at the south end of the deck.

New development and site alteration are prohibited in the flood plain per the Quinte Conservation Guidelines for Implementing Ontario Regulation 41/24. As no new structures are proposed and the deck supports are located a minimum of 0.58 m above the flood hazard elevation this property will not be affected by flood hazard.

### 6.2.2 Erosion Hazard Limit

All shorelines are erosion-prone – even granite bedrock formations. Erosion hazard means the loss of land, due to human or natural processes, that poses a threat to life and property. The erosion hazard limit is determined using the 100-year erosion rate (the average annual rate of recession extended over a hundred-year time span), an allowance for slope stability, and an access allowance.

The shoreline of the site consists of a mixture of exposed granite bedrock, granite cobles and boulders, and shallow sandy soil. The average 100-year erosion for a shoreline with a "Hard Rock" shoreline where the Bankfull Flow Velocity is less than the Competent Flow Velocity is 0 or 1 m depending on bankfull width per Table 3 in the Ministry of Natural Resources (MNR) "Technical Guide - River & Stream Systems: Erosion Hazard Limit". Thirty Island Lake has a bankfull width of approximately 300 m which results in a 100-year erosion rate of 1 m. However, the erosion rates provided in Table 3 are intended for rivers with flowing water. The site is located in a bay in the north part of Thirty Island Lake where the water flow velocity would be close to 0 m/s. Therefore, the 100-year erosion rate for the granite bedrock on the site is realistically 0 m.

The suggested stable slope angle of a rock slope of height greater than 2 m is about 1 H : 1 V, or approximately 45 degrees. However, this is based on slopes comprised of fractured shale. The bedrock at the site consists of weathered granite which is stable at an angle of 70 to 90 degrees depending on the degree of weathering. A series of rock elevations were measured along the deck footings and along the toe of the slope. The difference between the elevation at the toe of the slope and the deck footings was determined to be conservatively 2.04 m and is interpreted as the approximate height of the slope. As seen in the analysis above, the stable slope angle has been calculated to be 1.54 H : 1 V. The stable slope allowance is thus determined to be 3.14 m.

Due to the spatial constraints imposed by the location of the existing cottage a 6 m access allowance on the waterside of the dwelling can not be realized. Access is available to the southwest corner of the cottage.

The erosion hazard limit is the sum of the toe erosion allowance (0.00 m), stable slope allowance (3.14 m), and the access allowance (0.00 m), or 3.14 m measured from the toe of the slope.

## 6.3 Construction Mitigation

The overburden on the slope below the deck has a critical factor of safety less than 1.5 and as such can not be considered as stable. However, the granite bedrock under the deck is stable. The deck posts are currently supported by concrete footings that are bearing on the sandy soil overburden, which can not be considered a stable bearing surface.

To provide stable bearing for the deck supports it is recommended that concrete footings be poured on the granite bedrock and the deck support posts be connected to the proposed footings. Alternatively, the deck structure could be modified to act as a cantilever structure supported by the cottage's footings. This could be accomplished by connecting angled supports from the beam at the front of the deck to the cottage's support columns near the base of the columns. Converting the deck to a cantilever structure would require additional site investigation to determine the suitability of the cottage's footings for bearing the extra load, if modification would be required to the beam above the front deck supports, and the geometry of the angled supports.

# 7.0 Conclusions

In accordance with the Provincial Policy Statement, Quinte Conservation Planning Policies suggest that it may be acceptable to permit development within 30 m of a waterbody where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards and where all of the following are demonstrated and achieved:

a. Development and site alteration is carried out in accordance with flood proofing standards, protection works standards, and access standards;
b. Vehicles and people have a way to safely enter and exit the area during times of

flooding and erosion and other emergencies;

c. New hazards are not created and existing hazards are not aggravated; and

d. No adverse environmental impacts will result.

This policy also requires that the proposed construction meet all applicable requirements of the Guidelines for Implementing Ontario Regulation 41/24.

The erosion hazard limit has been established as 3.14 m from the toe of the slope.

The erosion hazard rating for this slope with an average annual recession rate of 0.0 m/yr is low.

The critical failure surface for the slope is located behind the existing top of slope and passes through the top of the slope with a factor of safety of 0.93. The minimum factor of safety required is 1.5.

The flood hazard elevation for this site has been determined to be 154.67 m. The existing deck location is outside the flood hazard limit. The minimum existing footing elevation of 155.26 m is in excess of the flood hazard elevation.

New footings for the deck will need to be constructed on sound bedrock which will provide the necessary stable bedrock support to eliminate the risk to public health and safety. Alternatively, the deck could be modified to be supported as a cantilever structure.

By following the recommendations provided in the discussion above it is felt that the existing deck can be brought into compliance with Ontario Regulation 41/24.

Adherence to the recommendations will ensure the applicable requirements of Ontario Regulation 41/24 are met.

## 8.0 Statement of Qualifications and Limitations

It is stressed that the information presented in this report is provided for the guidance of the designers and is intended for this project only. The use of this report as a construction document or its use by a third party beyond the client specifically listed in the report is neither intended nor authorized by Groundwork Engineering Limited. Contractors bidding on or

undertaking the works should examine the factual results of the investigation, satisfy themselves as to the adequacy of the information for construction, and make their own interpretation of the factual data as it affects their construction techniques, schedule, safety and equipment capabilities.

The professional services for this project include only the geotechnical aspects of the subsurface conditions at this site. The presence or implications of possible contamination resulting from previous uses or activities at this site or adjacent properties, and/or resulting from the introduction onto the site of materials from off-site sources are outside the terms of reference for this report.

The recommendations provided in this report are based on subsurface data obtained at the specific test locations only. Boundaries between zones are often not distinct but transitional and were interpreted. Experience indicates that the subsurface soil and groundwater conditions can vary significantly between and beyond the test locations. For this reason, the recommendations given in this report are subject to a field verification of the subsurface soil conditions at the time of construction.

The report recommendations are applicable only to the project described in the report. Any changes to the project will require a review by Groundwork Engineering Limited, to ensure compatibility with the recommendations contained in this project.

We trust this report provides sufficient information for your present purposes. If you have any questions concerning this report or if we may be of further service to you, please do not hesitate to contact the undersigned.

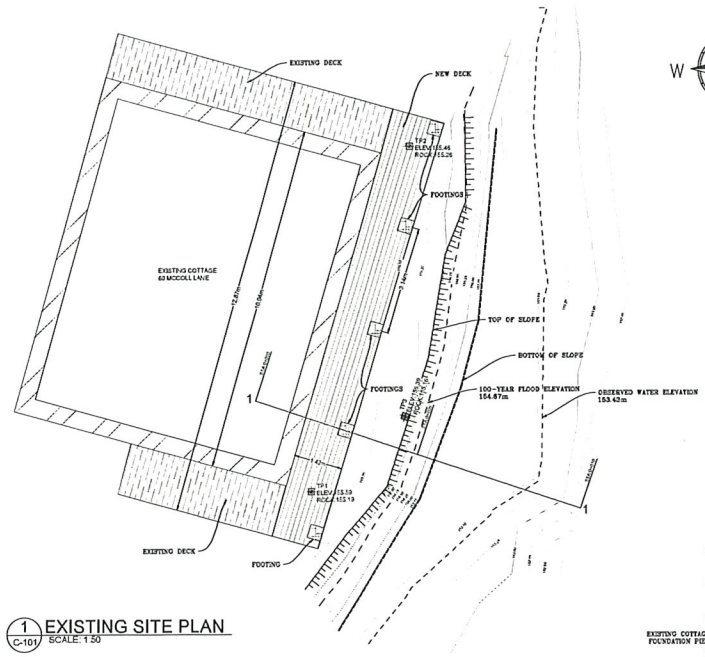



Martin Burger
M.Eng. P.Eng.

Groundwork Engineering Limited

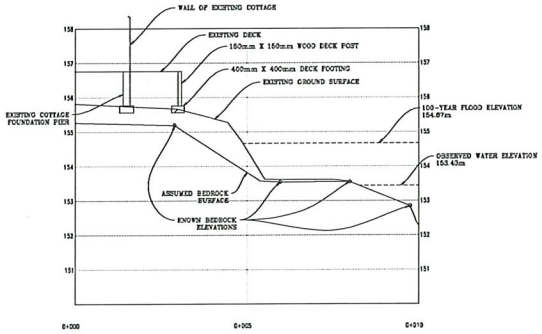
# Appendix A

## Drawings




1 C-101 EXISTING SITE PLAN
SCALE: 1:50




2 C-101 SECTION 1
SCALE: 1:50

GROUNDWORK ENGINEERING LIMITED
UNIT 540 - 554 NORRIS COURT
KINGSTON ONTARIO
OFFICE (613) 634-1789
www.groundengineer.ca




LEGEND
- TOP OF SLOPE
- BOTTOM OF SLOPE
- OBSERVED WATER ELEVATION (153.43m)
- 100-YEAR FLOOD ELEVATION (154.87m)
- XXX EXISTING MAJOR CONTOUR (1m)
- XX.X EXISTING MINOR CONTOUR (0.25m)

NOTES:
ALL ELEVATIONS ARE GEODETIC AND COMPATIBLE WITH THE CGVD28 HTZ_2013 GEOID MODEL

REASONS

| No. | Description | Date |
|---|---|---|
| 01 | ISSUED FOR REPORT | 2024.10.15 |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| BM. | XXX | XXX.XX |

M. M. BURDER
LICENCE OF OFFICE

Client: Land Owner
SHANNON GREEN

Project:
60 MCCOLL LANE
KINGSTON ONTARIO

Drawing Title:
EXISTING CONDITIONS

Drawn By: LM
Checked By: MB
Scale: 24"x36" 1:50
Date: OCT 17, 2024

Project Number: GW-24003-21
Drawing Number: C-101
SHEET 1 of 1

Groundwork Engineering Limited

# Appendix B

## Slope Stability Rating Table

TABLE 8.1 - SLOPE STABILITY RATING CHART

Site Location: 60 McCOLL LANE.
Property Owner: SHANNON GREEN
Inspected By: ROSS LAMEARBAN DOYLE.

File No. 24003-2
Inspection Date: SEPT. 9, 2024
Weather: 12°C, SUNNY, VARIABLE CLOUDINESS.

| | | | | Rating Value |
|---|---|---|---|---|
| 1. | SLOPE INCLINATION | degrees | horiz. : vert. | |
| | a) | 18 or less | 3 : 1 or flatter | 0 |
| | b) | 18 - 26 | 2 : 1 to more than 3 : 1 | 6 |
| | (c) | more than 26 | steeper than 2 : 1 | (16) |
| 2. | SOIL STRATIGRAPHY | | | |
| | a) | Shale, Limestone, Granite (Bedrock) | | 0 |
| | (b) | Sand, Gravel | | (6) |
| | c) | Glacial Till | | 9 |
| | d) | Clay, Silt | | 12 |
| | e) | Fill | | 16 |
| | f) | Leda Clay | | 24 |
| 3. | SEEPAGE FROM SLOPE FACE | | | |
| | a) | None or Near bottom only | | 0 |
| | b) | Near mid-slope only | | 6 |
| | (c) | Near crest only or, From several levels | | (12) |
| 4. | SLOPE HEIGHT | | | |
| | a) | 2 m or less | | 0 |
| | (b) | 2.1 to 5 m | | (2) |
| | c) | 5.1 to 10 m | | 4 |
| | d) | more than 10 m | | 8 |
| 5. | VEGETATION COVER ON SLOPE FACE | | | |
| | a) | Well vegetated; heavy shrubs or forested with mature trees | | 0 |
| | (b) | Light vegetation; Mostly grass, weeds, occasional trees, shrubs | | (4) |
| | c) | No vegetation, bare | | 8 |
| 6. | TABLE LAND DRAINAGE | | | |
| | a) | Table land flat, no apparent drainage over slope | | 0 |
| | b) | Minor drainage over slope, no active erosion | | 2 |
| | (c) | Drainage over slope, active erosion, gullies | | (4) |
| 7. | PROXIMITY OF WATERCOURSE TO SLOPE TOE | | | |
| | a) | 15 metres or more from slope toe | | 0 |
| | (b) | Less than 15 metres from slope toe | | (6) |
| 8. | PREVIOUS LANDSLIDE ACTIVITY | | | |
| | a) | No | | 0 |
| | (b) | Yes | | (6) |
| | SLOPE INSTABILITY RATING | RATING VALUES TOTAL | INVESTIGATION REQUIREMENTS | TOTAL 56 |
| 1. | Low potential | < 24 | Site inspection only, confirmation, report letter. | |
| 2. | Slight potential | 25-35 | Site inspection and surveying, preliminary study, detailed report. | |
| (3.) | Moderate potential | > 35 | Boreholes, piezometers, lab tests, surveying, detailed report. | |

NOTES: a) Choose only one from each category; compare total rating value with above requirements.
b) If there is a water body (stream, creek, river, pond, bay, lake) at the slope toe; the potential for toe erosion and undercutting should be evaluated in detail and, protection provided if required.

TABLE 7.4 - Slope Inspection Record

1. FILE NAME / NO. GW-24003-21
INSPECTION DATE (DDMMYY): 090924
WEATHER (circle): ∘ sunny ∘ partly cloudy ∘ cloudy
∘ calm ∘ breeze ∘ windy
∘ clear ∘ fog ∘ rain ∘ snow
∘ cold ∘ cool ∘ warm ∘ hot
estimated air temperature: 12°C
INSPECTED BY (name): Ross Lee & Adam Doyle

2. SITE LOCATION (describe main roads, features)

SKETCH

3. WATERSHED Colehrook Dam - Napanee River

4. PROPERTY OWNERSHIP (name, address, phone):

LEGAL DESCRIPTION
Lot Lot 8
Concession Con 3 PT 3
Township South Frontenac
County Frontenac

CURRENT LAND USE (circle and describe)
∘ vacant - field, bush, woods, forest, wilderness, tundra,
∘ passive - recreational parks, golf courses, non-habitable structures, buried utilities, swimming pools,
∘ active - habitable structures, residential, commercial, industrial, warehousing and storage,
∘ infra-structure or public use - stadiums, hospitals, schools, bridges, high voltage power lines, waste management sites,

5. SLOPE DATA
HEIGHT ∘ 3 - 6 m ∘ 6 - 10 m ∘ 10 - 15 m ∘ 15 - 20 m
∘ 20 - 25 m ∘ 25 - 30 m ∘ > 30 m
estimated height (m):

INCLINATION AND SHAPE
∘ 4:1 or flatter 25 % 14° ∘ up to 3:1 33 % 18½° ∘ up to 2:1 50 % 26½°
∘ up to 1:1 100 % 45° ∘ up to ½:1 200 % 63½° ∘ steeper than ½:1 > 63½°

6. SLOPE DRAINAGE (describe)
TOP Woodchips, Sandy gravel, Some Silt, rooted matter
FACE Boulder, Moss, Trees (Occassional), Shrubbage, weeds
BOTTOM Bedrock, Some Sand

7. SLOPE SOIL STRATIGRAPHY (describe, positions, thicknesses, types)
TOP

FACE

BOTTOM Bedrock, some Sand

8. WATER COURSE FEATURES (circle and describe)
SWALE, CHANNEL

GULLY

STREAM, CREEK, RIVER

POND, BAY (LAKE) - Thirty Island Lake

SPRINGS

MARSHY GROUND

9. VEGETATION COVER (grasses, weeds, shrubs, saplings, trees)
TOP None to little vegetation, some silt, rooted matter, weeds
FACE Shrubs, Trees (occassionally), weeds
BOTTOM weeds, moss

10. STRUCTURES (buildings, walls, fences, sewers, roads, stairs, decks, towers, )
TOP Building, Stairs, Deck
FACE N/A
BOTTOM N/A

11. EROSION FEATURES (scour, undercutting, bare areas, piping, rills, gully)
TOP Piping
FACE Scouring, undercutting
BOTTOM

12. SLOPE SLIDE FEATURES (tension cracks, scarps, slumps, bulges, grabens, ridges, bent trees)
TOP N/A
FACE Bent trees, ridges
BOTTOM N/A

13. PLAN SKETCH OF SLOPE

14. PROFILE SKETCH OF SLOPE

Quinte CONSERVATION
2061 OLD HIGHWAY 2, RR#2, BELLEVILLE, ON, K8N 4Z2
**PHONE:** (613) 968-3434 • **FAX:** (613) 968-8240
www.quinteconservation.ca

# QUINTE CONSERVATION - PLANNING ACT REVIEW

**QC File No. PL0075-2025**

| | | | |
|---|---|---|---|
| **Municipality:** | **Township of South Frontenac** | | |
| **Landowner:** | **Tracy Tucker / Shannon Green** | | |
| **Location:** | **60 Mccoll Lane** | **Part Lot 8, Concession 3** | **Bedford** |
| **Roll #:** | **1029020040157000000** | | |
| **Application Description:** | **Minor Variance Appl'n File No. PLZNA 2025 0029** | **Relief requested to allow a 12.6 metre y 1.5 metre deck, attached to the waterside of the cottage, to be setback 4 metres from the high-water mark of Thirty Island Lake.** | |
| **Regulated Feature:** | **Thirty Island Lake** | | |

**Comments:**

**Natural Hazard policies of the Provincial Policy Statement and Quinte Conservation Planning Act Review policy**

Conservation Authorities have Provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the Provincial Policy 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.

The *Slope Stability Analysis* prepared by Groundwork Engineering Limited, dated October 2024 indicated that the original deck footings were located within an area that may be prone to failure, and where the deck posts were supported by concrete footings bearing on sandy soil overburden, which is not considered a stable bearing surface. By the deck structure being cantilevered and supported by the cottage's footings as illustrated within Drawing C-101 and C-102 revised February 4, 2025, by Groundwork Engineering (enclosed as reference), the deck will no longer be located within the erosion hazard (measured 3.14 metres from the toe of slope). Further, the cottage's footings which support the cantilevered deck are also located above the 1:100-year flood plain of Thirty Island Lake. As the deck is located above the 1:100-year flood plain, and cantilevered above the erosion hazard of the lake, staff are satisfied that the application as presented is consistent with Section 5.2 of the PPS.

**Ontario Regulation #41/24 (Regulation of Prohibited Activities, Exemptions and Permits)**

The subject lands lie within the regulated area of Thirty Island Lake (by virtue of Ontario Regulation #41/24 – Regulation of Prohibited Activities, Exemptions and Permits). Quinte Conservation Permit No. REG0336-2024 was issued for the reconstruction of the deck per Drawing No. C-101 & C-102 (attached) revised February 4, 2025, by Groundwork Engineering Ltd.

The landowner is advised that any *future* development activity (including construction / filling/ excavation/ site grading/ change of use) on the subject property that is not covered by permit REG0336-2024 will require a permit from this office.

**Quinte Region Source Protection Plan**

Quinte Conservation provides Risk Management services as prescribed by the *Clean Water Act*, 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 not applicable as the subject property lies outside of an intake protection zone or wellhead protection area for a municipal drinking water system. As such no Section 59 Clearance Notice is required.

| | |
|---|---|
| | **Other Potential Township Studies**<br><br>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. |
| **Final Comments:** | Quinte Conservation has no objection to the minor variance application as presented. Staff request that a copy of the decision on the application be forwarded to this office, when available. |

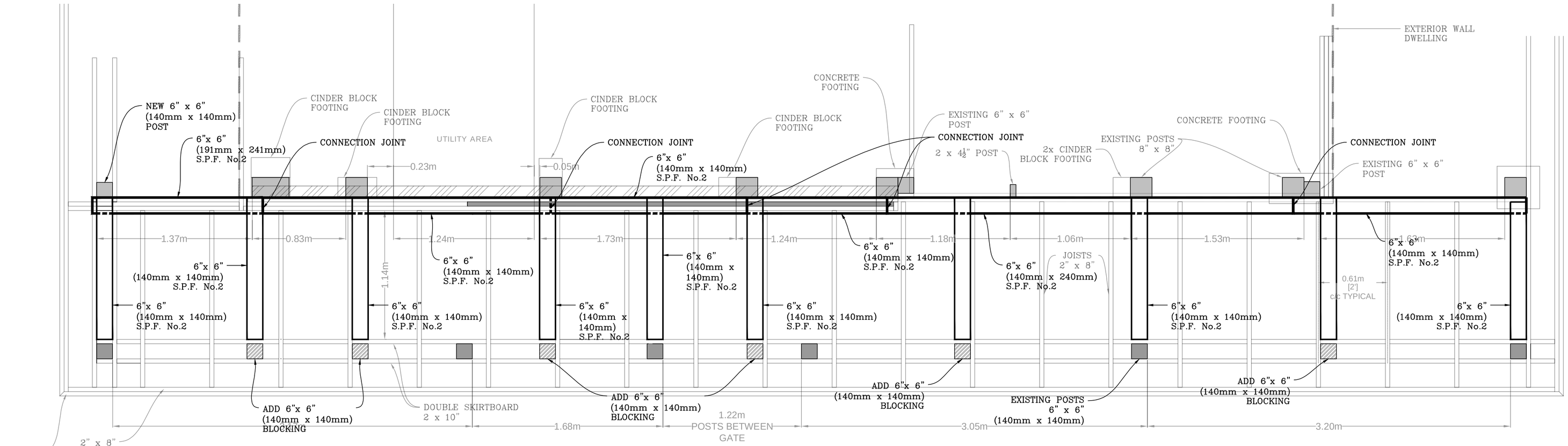
Sam Carney
Planning Technician

April 2, 2025
Date

***And***:
Catherine Sinclair,
Regulations Officer

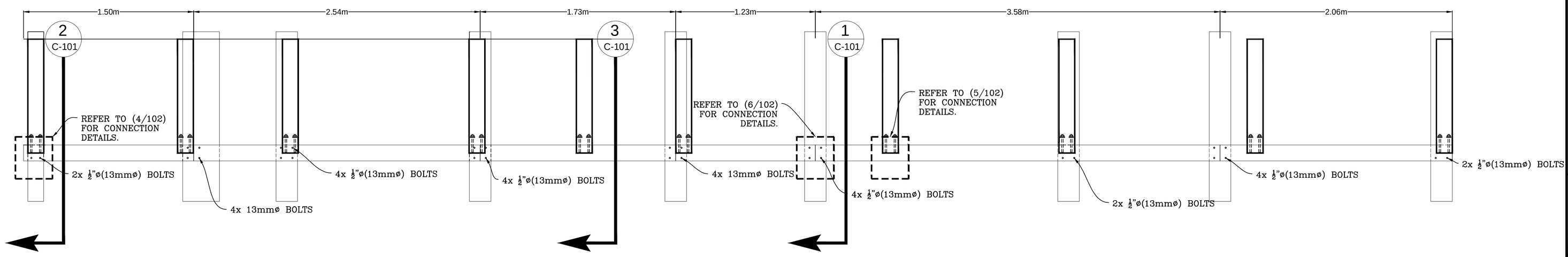
NOTES:

- DECK ADDITION FOOTINGS FOUNDED ON NATIVE SANDY SOIL WITH A MINIMUM FACTORED BEARING RESISTANCE AT ULS OF 100kPA & AT SLS OF 75kPA.
- STRUCTURAL FRAMING DEPICTED ON THESE DRAWINGS HAS BEEN DESIGNED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ONTARIO BUILDING CODE.
- ALL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE BUILDING CODE & ALL GOVERNING STANDARDS & REGULATIONS.
- CONCRETE TO HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 20MPa & A MINIMUM SLUMP OF 100mm. THE CONTRACTOR SHALL ENSURE THAT CONCRETE BE MIXED, PLACED & CURED IN ACCORDANCE WITH CSA STANDARD A23.1 "CONCRETE MATERIALS & METHODS OF CONCRETE CONSTRUCTION"
- THE MAXIMUM NOMINAL AGGREGATE SIZE FOR CONCRETE SHALL BE 20mm.
- STRUCTURAL WOOD ELEMENTS HAVE BEEN DESIGNED IN ACCORDANCE WITH CSA STANDARD 086 "ENGINEERING DESIGN IN WOOD".
- THE CONSTRUCTION OF THE STRUCTURAL WOOD FRAMING SHALL COMPLY WITH THE REQUIREMENTS OF THE ONTARIO BUILDING CODE STRUCTURAL LUMBER No.1 S-P-F PT & No.2 S-P-F PT
- BOLTS & STEEL PLATE SHALL CONFORM TO MANUFACTURER'S SPECIFICATIONS.




## 1 C-101 DECK TRUSS - PLAN VIEW

SCALE: 1:20




## 2 C-101 DECK TRUSS - ELEVATION VIEW

SCALE: 1:20

GROUNDWORK ENGINEERING LIMITED
GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER
UNIT 640 - 654 NORRIS COURT
KINGSTON ONTARIO
OFFICE (613) 634-1789
www.groundengineer.ca




REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | AS-BUILT DESIGN | 2024/11/07 |
| 02 | DECK TRUSS DESIGN | 2025/02/04 |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| ##. | XXX | XXX.XX |

LICENSED PROFESSIONAL ENGINEER 4 Feb 2025 M. H. BURGER PROVINCE OF ONTARIO

Client / Land Owner:
SHANNON GREEN

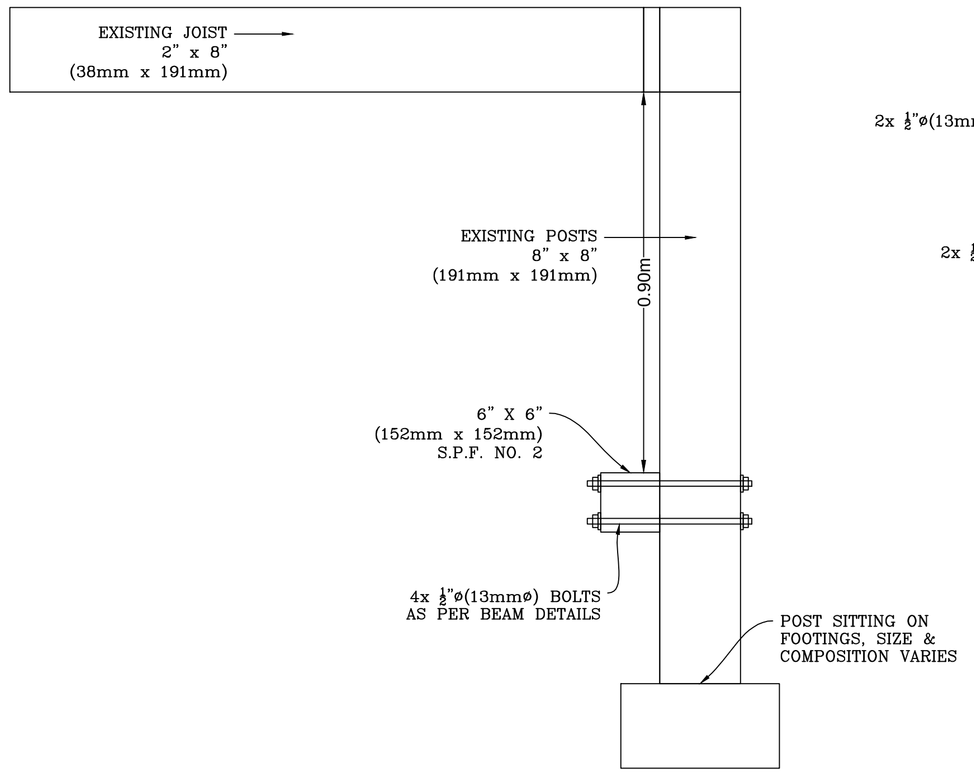
Project:
60 MCCOLL LANE
KINGSTON ONTARIO

Drawing Title:
LAKE FRONT DECK ADDITION

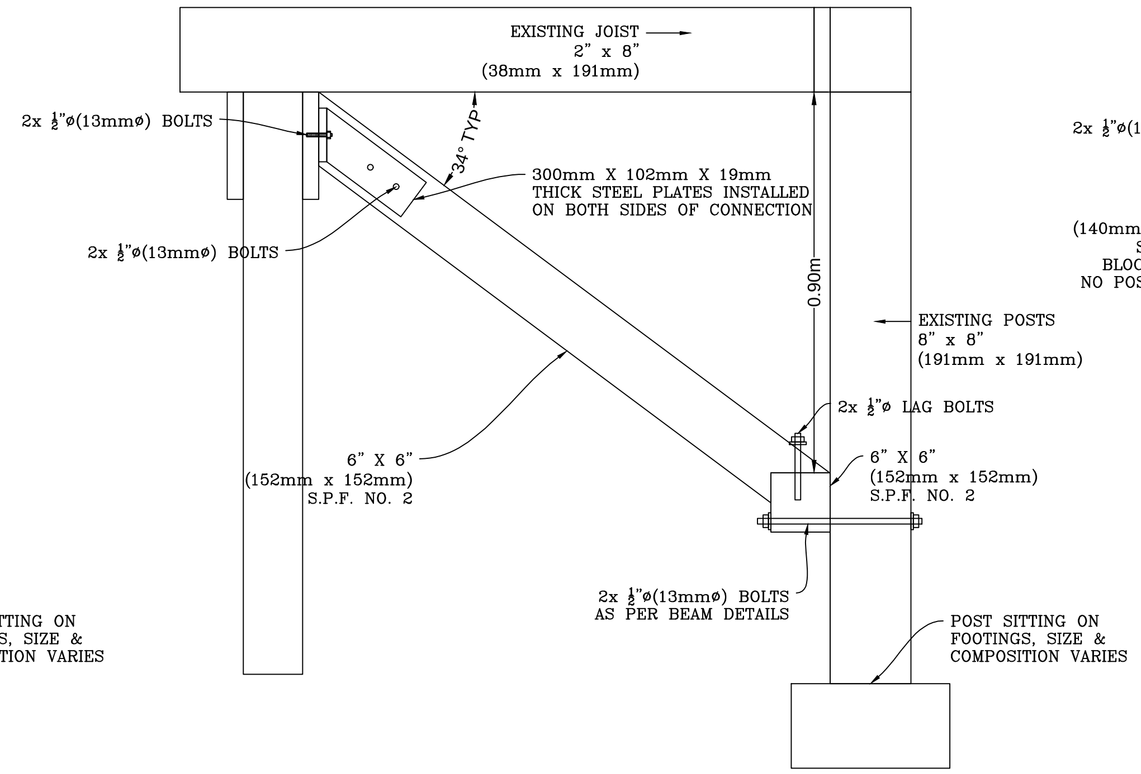
Drawn by: DR
Checked By: MB
Scale: 24"x36" AS NOTED
Date: FEB 04, 2025

Project Number: GW-24003-21
Drawing Number: C-101
SHEET 1 of 2

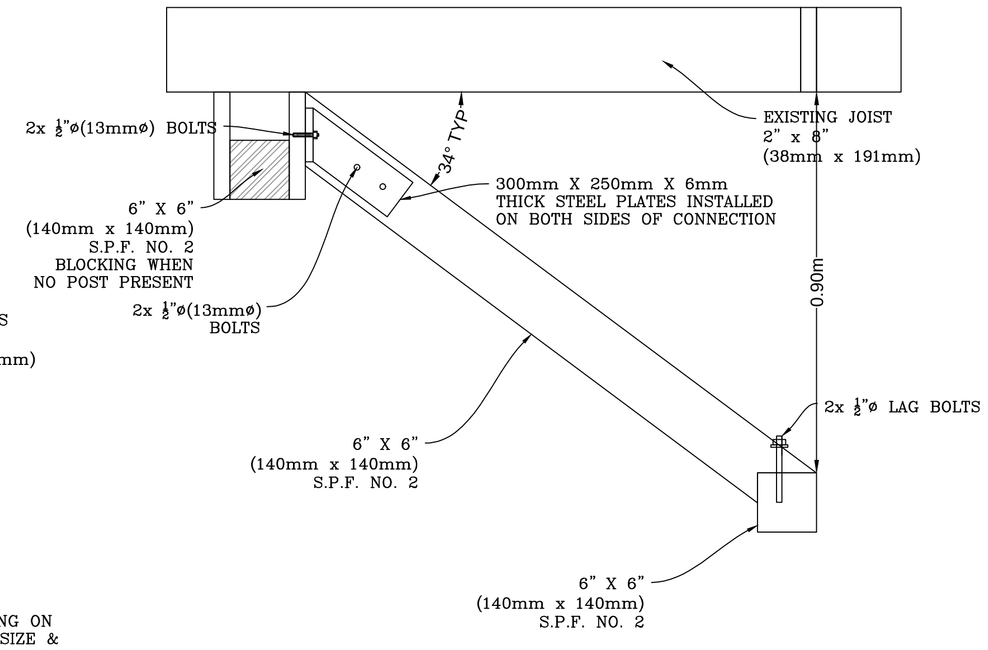
P:\Projects\24000\24003 - Geotechnical Investigations and Inspections\24003-21 - 60 MacColl Lane\02 - Design\03 - Drawings\01 - Preliminary Design (Pre-Submission)\60 McColl Lane - GW-24003-21 [FEB 2025] - DeckTruss Design (REV#1).dwg 2/4/2025 3:21 PM



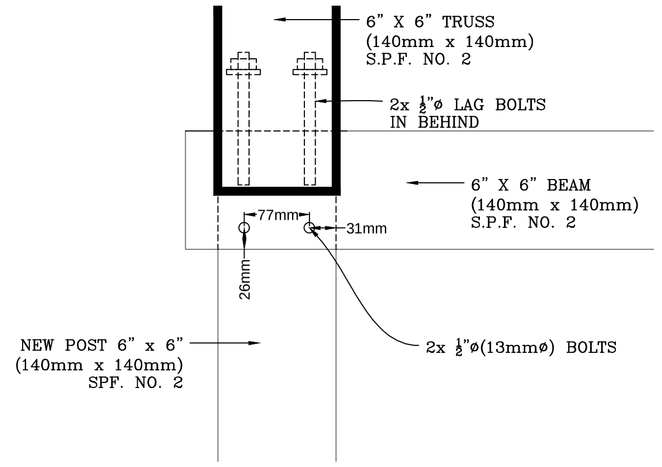

## 1 BEAM TO POST CONNECTION DETAIL
C-101 SCALE: 1:20



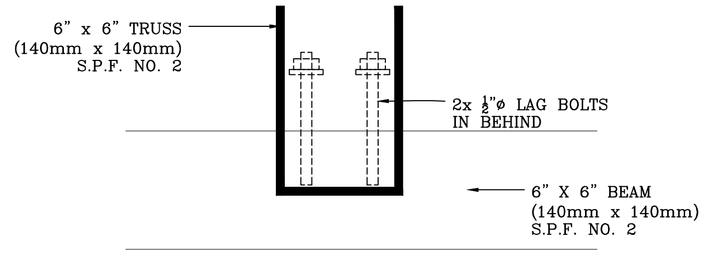

## 2 DECK TRUSS - SECTION
C-101 SCALE: 1:20



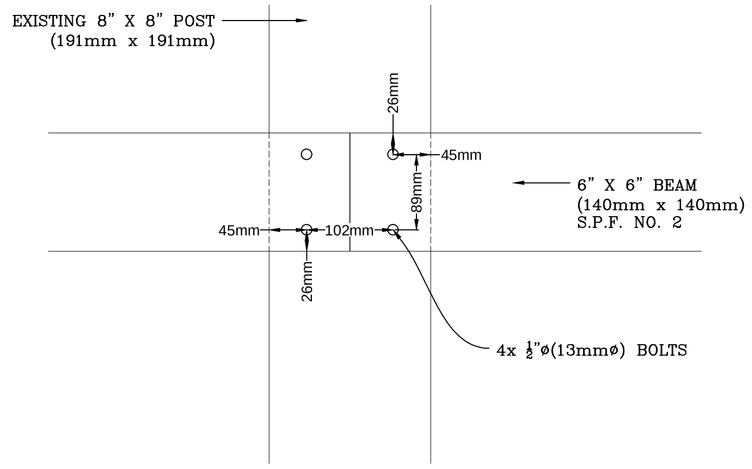

## 3 DECK TRUSS - SECTION
C-101 SCALE: 1:20




## 4 TRUSS CONNECTION DETAIL
C-102 SCALE: 1:5

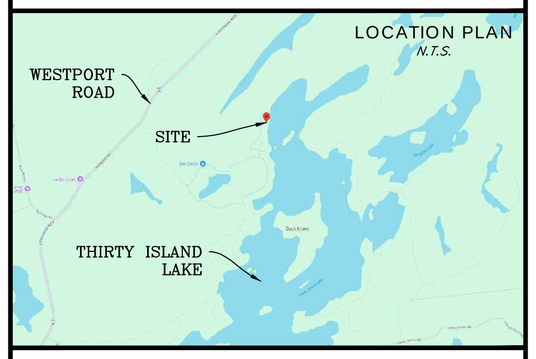



## 5 TRUSS CONNECTION DETAIL
C-102 SCALE: 1:5




## 6 BEAM JOINT CONNECTION DETAIL
C-102 SCALE: 1:5

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REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | AS-BUILT DESIGN | 2024/11/07 |
| 02 | DECK TRUSS DESIGN | 2025/02/04 |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| ##. | XXX | XXX.XX |

LICENSED PROFESSIONAL ENGINEER
4 Feb 2025
M. H. BURGER
PROVINCE OF ONTARIO

Client / Land Owner:
SHANNON GREEN

Project:
60 MCCOLL LANE
KINGSTON ONTARIO

Drawing Title:
TRUSS SECTIONS & CONNECTION DETAILS

Drawn by: DR
Checked By: MB
Scale: 24"x36" AS NOTED
Date: FEB 04, 2025

Project Number: GW-24003-21
Drawing Number: C-102
SHEET 2 of 2

Gmail [redacted]

# Tracey and Davis' cottage

1 message

**Ann Amos** [redacted] Tue, Apr 8, 2025 at 12:48 PM
To: [redacted]

To Whom It May Concern

Our family has owned the property at 54 McColl Lane, next door to the former owner [redacted] and the current owners Tracey and Davis since 2017.

We are ecstatic at the beautiful cottage that Tracey and Davis have built. The five foot deck is of no problem or concern to us. It enhances the beauty and appeal of their cottage and extends their living area.

The former owners, the Woods family let their cottage and property deteriorate [redacted].

In comparison the current owners Tracey and Davis have beautifully cleaned up the property and built a cozy, charming, appealing home. [redacted]

Tracey and Davis' ownership has been nothing but a most welcome, positive development in every way possible. It has raised the value of our property and has tremendously increased our enjoyment, pleasure and feeling of well being when we are at our cottage. Having Tracey and Davis buy this property has been a much longed for and prayed for resolution to returning this depressing, unsafe junkyard to its original beauty. It is the most positive development we could have hoped for. We have won the lottery having Tracey and Davis so beautifully clean up and landscape this property. We hope they enjoy their cozy, charming, dream home for many years to come.

Sincerely
Ann and Charlie Amos

Gmail [redacted]

# Deck next door on Thirty Island Lake

**Chris Steeves** [redacted]> Tue, Apr 8, 2025 at 3:27 PM
To: [redacted]

To whom it may concern,

Before the house was renovated, the property and the house was an eye sore from every angle especially looking at the house from the water .

Shannon and his crew did an awesome job on the house next-door to us from every angle.
We cannot see the deck from our dock, and when we do it is relatively low to the high water mark and does not stick out and it's non-intrusive to the eye .

We are perfectly happy with the balcony.

Chris Steeves & Jennifer Richards

78 McColl lane

Gmail [redacted]

# Support for the minor variance at 60 McColl Lane

1 message

**Kathryn Parker** [redacted] Wed, Apr 9, 2025 at 10:27 AM
To: Shannon Green [redacted]

To the South Frontenac Committee of Adjustment:

We are Kathryn Parker and Gilles Dignard, owners of the property at 65 McColl Lane since 2018, and we are writing in support of the application for a minor variance at 60 McColl Lane.

For the first five years of our residency here, we were saddened to see the state of 60 McColl Lane, which sits two doors away from us. The property was neglected, dirty and derelict. [redacted]

We are fully support of the granting of the minor variance for the small waterfront deck structure. The deck is attractive and creates no hindrance or impedance to our view whatsoever. The renovated cottage is charming and fits into the landscape perfectly. We are delighted to see the property at 60 McColl Lane brought to a state of order and beauty.

Sincerely,

Kathryn Parker and Gilles Dignard

Gmail [redacted]

# Support for Tracy and Davis' Property

1 message

**Laura Kotowski** [redacted] > Tue, Apr 8, 2025 at 11:42 AM
To: [redacted] >

Hi Shannon,

My Dad is Charlie Amos at 54 Mccoll Lane and he shared your text with me. I co-own our property with my parents and my brother. I'm sending you this email to add another vote of support for Tracy and Davis' property.

I would like to confirm that my husband, Mario, and I both feel that the changes made to the property next to ours have been a huge improvement and have had a positive impact on us and the surrounding area. We don't have any concerns with what has been done and in fact quite the opposite as there was previously a lot of old debris and dilapidated materials in and along the waterfront of that property which have now been removed. The size of the structure and deck are very much in keeping with what was there originally and we didn't even notice any difference in size at all. We support the request for the 5' deck to stay. The old deck was a hazard [redacted]

Please let me know if this is okay or if you need me to provide any more detail.

Laura Kotowski
[redacted]

Township of South Frontenac

# Staff Report

**To:** **Committee of Adjustment**

**From:** **Development Services Department**

**Date of Meeting:** **April 10, 2025**

**Subject:** **Minor Variance Application (S. 45(1) of Planning Act)**
**PL-ZNA-2025-0029, Tucker (Green), 60 McColl Lane, Portland District**

---

## Summary

This report recommends that the Committee of Adjustment deny the subject application for zoning relief for a deck attached to a cottage, as this application does not meet the four tests of a minor variance outlined in section 45(1) of the Planning Act.

## Background

**Official Plan Designation:** Rural

**Zoning:** Limited Service Residential – Waterfront (RLSW)

## Proposal

A building permit was recently issued for a cottage that was constructed without the necessary approvals. The cottage was constructed on the footprint of an older cottage, including covered decks on the west and north sides of the building. This building complies with the Zoning By-law as there was no increase in building footprint or gross floor area, and the setback to the highwater mark of Thirty Island Lake was maintained. The cottage is 62.29 square metres (670.5 square feet) in area. According to the application, the cottage is set back 3.2 metres from the highwater mark and from the front lot line.

A new 12.6 metre by 1.5 metre deck was constructed onto the waterside of the cottage. The owners are requesting a variance to allow the attached deck to remain where it was constructed. According to the application, the deck is set back 4 metres from the highwater mark. Staff measured the setback to be 1.5 metres on March 26, 2025. This lesser setback is more consistent with the setback of the cottage.

## Zoning Relief Requested

Section 5.8.2(a) – to permit a deck that attached to a seasonal dwelling to be set back a minimum of 1.5 metres from the highwater mark of a waterbody, whereas a minimum 30 metre setback is required for all buildings and structures.

Section 5.8.2(b) – to permit a deck that is attached to a seasonal dwelling to be set back a minimum of 0.5 metres from the top of bank, whereas a minimum 15 metre setback is required for all buildings and structures.

Section 10.3.1 – to permit a deck that is attached to a seasonal dwelling to be set back a minimum of 1.5 metres from the front lot line and from the highwater mark of a waterbody, whereas a minimum 30 metre setback is required.

**Property Description**

The property is located on the west shore of Thirty Island Lake, and is accessed off McColl Lane. It is 0.9 acres in area, and has approximately 35 metres frontage on the lane and 75 metres frontage on the lake. It is bordered to the north and south by waterfront residential properties and to the west by a large rural property.

The actively developed portion of the property, near the shoreline is relatively flat. There is a treed rock ridge between the buildings and the lane. A new sewage system was constructed on the lane-side of the ridge.

**Department and Agency Comments**

Quinte Conservation indicated in a letter dated April 2, 2025, that a slope stability analysis prepared by Groundwork Engineering Limited, dated October 2024, determined that the deck footings are located within an area that may be prone to failure, and where the deck posts are supported by concrete footings bearing on sandy soil overburden, which is not considered a stable bearing surface (i.e. in the shoreline erosion hazard). Also, the deck is located above the 1:100 year floodplain. Quinte Conservation issued a permit under O. Reg. 41/24 for the cottage reconstruction. The permit was amended to include the attached deck in February 2025. The permit notes that the deck must be supported by the footings of the cottage with a cross-brace so that the deck would not be located within the erosion hazard.

Building Services is in receipt of a building permit application for the attached deck. A building permit cannot be issued unless the deck is granted a variance from the Zoning By-law provisions that it does not comply with.

**Public Comments**

No public comments were received before this report was finalized.

**Planning Analysis**

The proposal needs to be assessed against the four tests of a minor variance outlined in Section 45(1) of the Planning Act. A variance should only be granted if all four of the tests are met. It is the opinion of Planning staff that not all of the tests are met as explained below.

**Does the variance maintain the general intent and purpose of the Official Plan?**

The subject lands are designated 'Rural' in the Official Plan on Schedule A. The type and amount of development on 'Rural' lands must maintain the rural character, natural heritage, and cultural landscape in the Township. The attached deck is accessory to the permitted residential use of the property.

Section 5.2 of the Official Plan identifies an Environmentally Sensitive Area overlay on lands within 90 metres of a lake because of the potential impact development may have on water quality and fish habitat. Development must have regard to the policies of the Plan, including section 5.2.7.

Section 5.2.7(b) requires buildings and structures to be setback a minimum of 30 metres from the highwater mark of lakes and rivers. Vegetation within this area should be disturbed as little as possible and the soil mantle is also not to be altered. The purpose of these measures is to minimize environmental and visual lake impacts by reducing phosphorus inputs, preventing erosion and by maintaining a natural appearance of shorelines.

Section 5.2.7(b)(ii)(3) speaks to situations involving existing dwellings within the setback area. This policy suggests that a proposal for an addition must be evaluated on the merits of the proposal and the following considerations:

a) the ultimate total gross floor area, building footprint and lot coverage being proposed;
b) the closeness of the existing dwelling to the high watermark; and
c) the capacity of the lot to accommodate new development at a greater setback from the high watermark.

The policy states that in no case shall an already encroaching structure be permitted to encroach further on the setback from the highwater mark.

The existing cottage is setback only 3.2 metres from the highwater mark of Thirty Island Lake. This means that the subject deck, although narrow at only 1.5 metres deep, results in a significant reduction in the width of the riparian buffer along the shoreline.

Section 5.2.4 states that the Township will direct development or site alterations away from lands which may be subject to shoreline erosion hazards. The deck is within the shoreline erosion hazard. According to Quinte Conservation, engineered plans were prepared to redesign the supports for the deck so that they would not be in the hazard.

It is the opinion of staff that the proposed variances do not maintain the general intent and purpose of the Official Plan.

**Does the variance maintain the general intent and purpose of the Zoning By-law?**

The Zoning By-law (sections 5.8.2(a) and 10.3.1) requires buildings and structures to be setback a minimum of 30 metres from the highwater mark, consistent with the Official Plan. The existing cottage is located on 3.2 metres from the highwater mark, so there is no opportunity for a deck to comply with the setback. However, a deck could be located in such a way to not encroach further on the setback than the cottage.

The Zoning By-law (section 5.8.2(b)) also requires buildings and structures to be setback a minimum of 15 metres from the top of bank. The subject deck would be setback approximately 0.5 metres from the top of bank. Quinte Conservation is satisfied that the deck can be altered to make it safe from the erosion hazard.

**Is the requested variance desirable for the appropriate development or use of the land, building or structure in question?**

Locating the subject deck on the waterside of the cottage is not appropriate development or use of the land, particularly given its proximity to the highwater mark and top of bank. There is an existing, large, functional deck on the north side of the cottage.

**Is the variance minor?**

The floor plan of the original cottage had a door on the south side and a door on the west side according to materials submitted with the building permit application. The floor plan of the cottage was changed when it was reconstructed such that the door on the west side was moved to the east side (i.e. waterside) of the building. An attached deck or landing and stairs would be required to make the door functional.

## Notice/Consultation

Notice of the Statutory Public Hearing was given pursuant to the requirements of the Planning Act, at least 10 days in advance of the Public Hearing. This included notice given:

- by mail to every owner of land within 60 metres of the subject lands
- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

## Recommendation

It is recommended that the Committee of Adjustment deny minor variance application PL-ZNA-2025-0029 for 60 McColl Lane.

**Report Prepared By:**

Christine Woods, RPP, MCIP, Manager of Planning

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

Date Received: 24. Feb. 2025 File No: ZNA-2025-0021

Pre-Consultation for this application ☐ Yes ☐ No

Planner: Noah Perron Date of pre-consultation: _____

1. Name of Owner(s): BURNIE ROOT

**Full Mailing Address** of Owner(s): 503 MANSFIELD AVE.

OTTAWA ONT. K2A 2T1

Phone number of Owner(s): [redacted]

Email Address of Owner(s): [redacted]

2. If the applicant is **NOT** the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application, must accompany the application.

Name of Authorized Agent: _____

**Full Mailing Address** of Authorized Agent: _____

_____

Phone number of Authorized Agent: _____

Email Address of Authorized Agent: _____

Agent as named above is hereby authorized to act on behalf of the owners for purposes of processing this application for Minor Variance.

_____
Signature(s) of Owner(s)

3. The description of the subject land:

District: ☒ Bedford ☐ Portland ☐ Loughborough ☐ Storrington

Concession Number: 3 Lot Number: PART LOT 7 & 8

Street Number: 370 A Name of Road/Street: 30 ISLAND LAKE LANE

Reference Plan Number: _____ Part Number(s): CON 4 LOT 7 PART LOT 8

Roll Number: 020-040-08500-000

4. The frontage(s), depth and area of the subject land. IRREGULAR SHAPED

Frontage (on water): APPROX 92 M. Frontage (on road/lane): 180 M ±

Depth: APPROX. 153 M. Area: 10 ACRES

5. The current zoning of the subject land:

RECREATIONAL / AGRICULTURAL

6. The nature and extent of the relief from the Zoning By-law:

MINOR VARIANCE TO BUILD COTTAGE & SEPTIC SYSTEM WITHIN 30M OF HIGHWATER MARK & WITHIN 15M OF TOP OF BANK

7. The reason why the proposed use cannot comply with the provisions of the Zoning By-law:

THIS PARTICULAR LOCATION REPRESENTS THE BEST POSSIBLE PLACEMENT. THE SITE IS SUFFIENTLY FLAT TO BUILD A SMALL COTTAGE IT OVERLOOKS A SMALL PENINSULA WE OWN ON SANGSTER LAKE. OVERALL THE PROPERTY IS HEAVILY TREED WITH STEEP ROCK FORMATIONS THROUGHOUT WHICH PRESENTS A MORE CHALLENGING BUILDING SITE

8. Does the subject property front on a municipally maintained road? ☐ Yes ☒ No

**OR** a privately maintained road? ☑ Yes ☐ No

Name of Road/Lane:

STRUB BABCOCK LANE

9. **If access to the subject property is by water only**, please indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road.

10. What are the existing uses of the subject land?

RECREATIONAL

11. Please indicate whether there are any **EXISTING** buildings or structures on the subject land. (I.e. residence, garage, shed, etc.)

☐ Yes ☒ No

12. If the answer to item 11 is yes, **for EACH building or structure** indicate:

| **Type of Structure (E.g. residence)** | **(1)** | **(2)** | **(3)** | **(4)** |
|---|---|---|---|---|
| **Setback from Front Lot Line** | | | | |
| **Setback from Rear Lot Line** | | | | |
| **Setback from Side Lot Line** | | | | |
| **Height of Building** (Also indicate if it is one story or two story) | | | | |
| **Dimensions of Floor Area** | | | | |
| **Setback from High Water Mark (If applicable)** | | | | |

13. The proposed uses of the subject land:

RESIDENTIAL RECREATIONAL PROPERTY

14. Are any building(s) or structure(s), or additions to existing building(s) or structure(s), **PROPOSED** to be built on the subject land?

☑ Yes ☐ No

15. If the answer to item 14 is yes, for each proposed addition, building or structure indicate:

| | (1) | (2) | (3) | (4) |
|---|---|---|---|---|
| **Type of Structure (E.g. residence)** | COTTAGE | SEPTIC SYSTEM | | |
| **Setback from Front Lot Line** | 3 METERS | 18 METERS | | |
| **Setback from Rear Lot Line** | 152 M ± SCALED | 137 M | | |
| **Setback from Side Lot Line** | 30 M | 30 M | | |
| **Height of Building** (Also indicate if it is one story or two story) | 6.4 M 2 STOREY | AT GRADE | | |
| **Outside Dimensions of Building/Structure** | 7.6M X 7.9M | 5.5 M X 2 M | | |
| **Setback from High Water Mark (If applicable)** | 30 METERS | 19.5 | | |

NOTES: 1) If the subject property is on waterfront, and on a private lane, the setback from the front lot line and the setback from the high water mark will be the same.
2) The dimensions required in this question relate to the **NEW CONSTRUCTION ONLY**, and **NOT** to the total size of the completed building.

16. Do your plans include any **DEMOLITION** of existing structures? ☐ Yes ☒ No

If yes, please provide details:

_____

17. Do your plans include the **RAISING** of an existing structure? ☐ Yes ☒ No

If yes, please provide details:

18. What are the uses of the proposed development? NEW COTTAGE CONSTRUCTION

| | | | |
|---|---|---|---|
| (a) | Increase in number of bedrooms | ☑ Yes | ☐ No |
| (b) | Increase in plumbing fixtures | ☑ Yes | ☐ No |
| (c) | Increase in living space | ☑ Yes | ☐ No |
| (d) | Will the addition or structure encroach on the ~~existing~~ septic system? | ☑ Yes | ☐ No |

19. The date the subject land was acquired by the current owner:

MAY 2024

20. The date the existing buildings and structures were constructed on the subject lands:

21. The length of time that the existing uses of the subject land have continued:

20 YEARS

22. Indicate whether water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake, or other water body, or other means:

PRIVATE WELL

23. Indicate whether sewage disposal is provided to the subject land by a publicly owned and operated sewage system, a privately owned and operated individual or communal septic system, a privy, or other means:

FUTURE SEPTIC SYSTEM TO BE INSTALLED

24. Is storm drainage provided by sewers, ditches, swales or by other means?

SITE IS ON A HILL, NATIVE PLANTS & BUSH IN BUILDING AREA.
SILT FENCE AS REQUIRED.

25. Please indicate whether the subject land is subject of an application under the Planning Act for approval of a Plan of Subdivision or Consent.

☐ Yes ☒ No

26. If the answer to question 25 is yes, please give the file number of the application and the status of the application.

---

27. If known, please indicate whether the subject land has ever been the subject of an application under Section 43 of the Planning Act (Minor Variance).

☒ Yes ☐ No

28. If the answer to item 27 is yes, please give the file number of the application and the status of the application.

PREVIOUS OWNER APPLIED IN 2013 MV-23-12 B FEB/13

29. A **SKETCH** must be submitted showing the following:

i) THE SKETCH **MUST** HAVE A NORTH ARROW AT THE TOP OF THE PAGE.

ii) The boundaries and dimensions of the subject land including the location of any existing and proposed buildings.

iii) The location of a reference point……i.e. distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.

iv) The location of all abutting (neighbours') lands.

v) The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, barns, wetlands, wooded areas, wells and septic tanks. Show distance of these features from the applicant's property lines.

****Note:** ** The distances to on-site and abutting owners' wells, septic fields and barns, from the property to be varied, **IS REQUIRED** to be shown. The **SKETCH** is of significant importance and should be prepared as carefully, neatly and accurately as possible.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

**AGREEMENT TO INDEMNIFY**

Attached to this application is a cheque payable to the Township of South Frontenac representing payment of the application fee.

The Owner/Applicant/Agent agrees that the information recorded in this Minor Variance Application Form is accurate. The Owner/Applicant/Agent agrees that representatives of the Township and, where applicable, the appropriate Conservation Authority, may enter onto the subject property for the purpose of determining the appropriateness of the site for the proposed development.

The Owner/Applicant/Agent agrees to reimburse and indemnify the municipality for all fees and expenses incurred by the municipality to process the application, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend Council's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the municipality may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/Applicant/Agent further agrees to provide the municipality, upon request and in cases where an application has been appealed to the Ontario Land Tribunal, with a deposit (over and above the normal application fee), from which the municipality may, from time to time charge any fees and expenses incurred by the municipality in order to process the application. If such appeal expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the municipality, with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days,

The Owner/Applicant/Agent further agrees that, until such requests have been complied with, the municipality will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application:

DATED AT THE TOWNSHIP OF SOUTH FRONTENAC

THIS 24 DAY OF FEB, 20 25

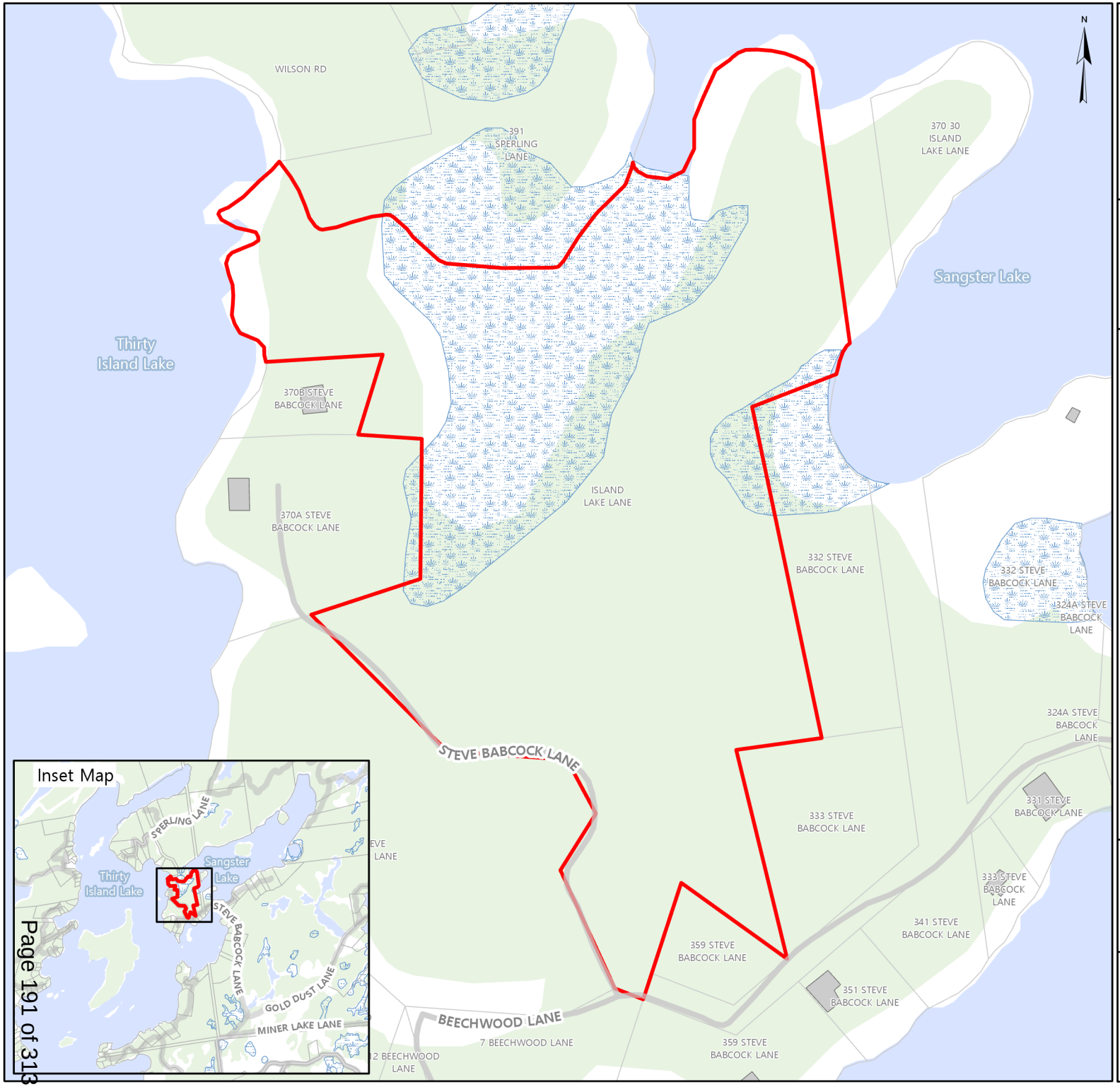
I, BURNIE ROOT OF OTTAWA ONT.
solemnly declare that all the statements contained in this application are true and I make this solemn
[redacted]rue and knowing that it is of the same force and effect as if made
[redacted]nce Act.

Signature of Applicant or Authorized Agent

DECLARED before me at the TOWNSHIP OF SOUTH FRONTENAC (IN THE COUNTY OF FRONTENAC)

THIS 24th DAY OF February, 20 25

A Commissioner, etc.




# SOUTH FRONTENAC

## PL-ZNA-2025-0021

## (ROOT) ISLAND LAKE LANE

Legend

- Subject Lands
- Wetland
- Wooded Area
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Waterbody
- Township Boundary
- Road

Produced by the County of Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025.

While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale: 1:2,000

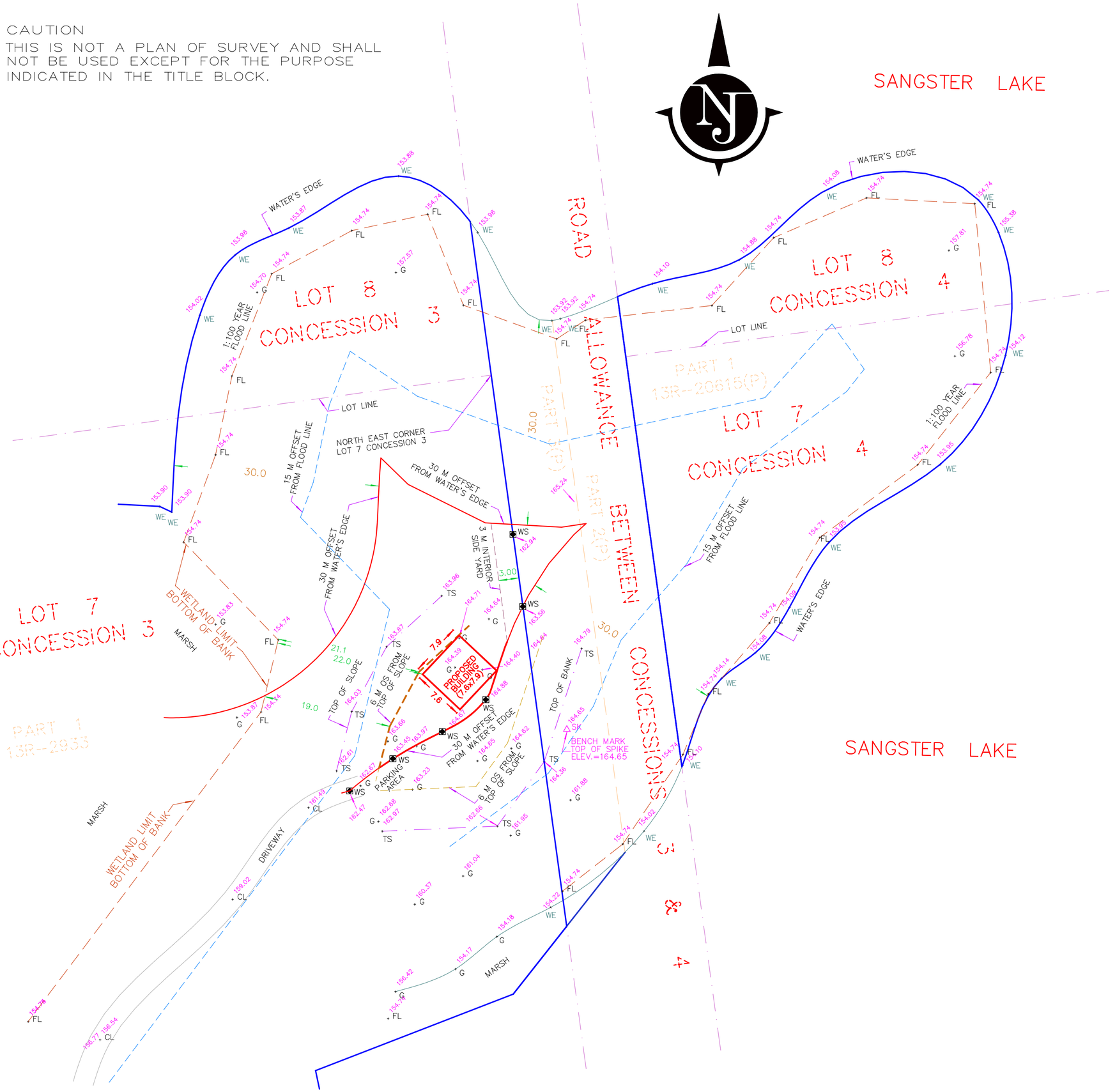
0 20 40 80 m

UTM Zone 18 NAD 83

Date: 24/02/2025

CAUTION

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.




SKETCH SHOWING
PROPOSED BUILDING LOCATION
ON PART OF LOTS 7 & 8
CONCESSIONS 3, 4 & PART OF
THE ROAD ALLOWANCE BETWEEN
CONCESSIONS 3 & 4

TOWNSHIP OF SOUTH FRONTENAC

(GEOGRAPHIC TOWNSHIP OF BEDFORD)

COUNTY OF FRONTENAC

SCALE: 1 : 400

10m 0 10 20 30 metres

METRIC

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

HOPKINS CHITTY LAND SURVEYORS INC.

2014

THIS REPORT WAS PREPARED FOR BURNIE ROOT & THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES

ELEVATION NOTE:

ELEVATIONS ARE GEODETIC DERIVED FROM GPS OBSERVATIONS AND PRECISE POINT POINT (PPP) CALCULATIONS BY MNR.

ELEVATIONS SHOWN ARE CGVD28:78.
THE FLOOD LINE ELEVATION 154.41 (CGVD2013) HAS BEEN ADJUSTED TO CGVD28:78 DATUM BY ADDING 0.33m—FLOOD LINE ELEVATION = 154.74

NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF HOPKINS CHITTY LAND SURVEYORS INC.

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HOPKINS CHITTY LAND SURVEYORS INC.
LESLIE M. HIGGINSON O.L.S. 2024

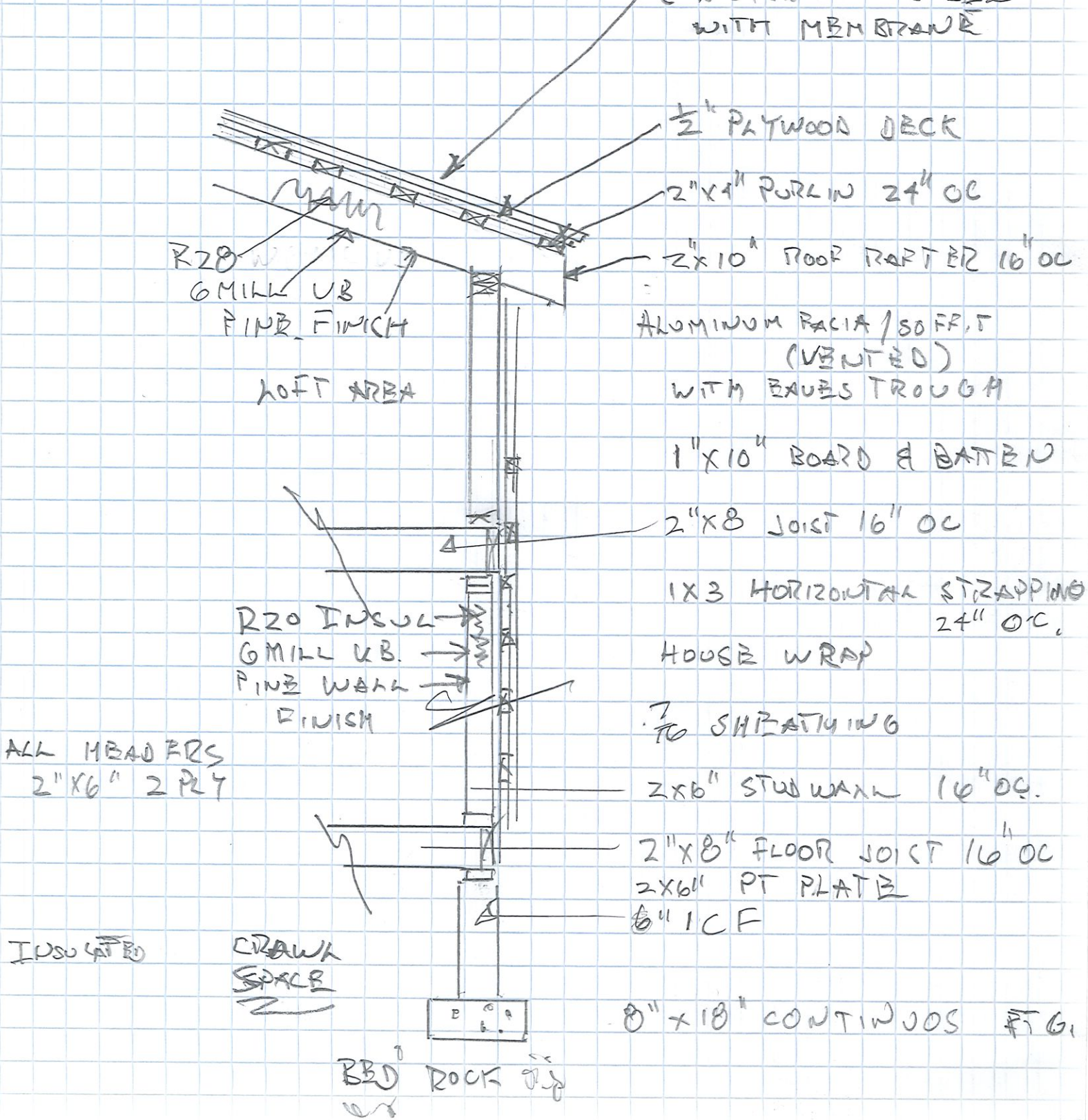
"THIS IS NOT AN ORIGINAL COPY UNLESS EMBOSSED WITH A SEAL"

REVISED FEBRUARY 18, 2025 NEW BUILDING
REVISED FEBRUARY 6, 2025 NEW BUILDING
REVISED FEBRUARY 3, 2025 WETLAND TIES
DATED SEPTEMBER 26, 2024

| PARTY CHIEF: JO | INSTRUMENT: SG | CHECKED BY: LMH | PLAN BY: JN |
|---|---|---|---|

HOPKINS CHITTY LAND SURVEYORS INC.
1224 GARDINERS ROAD, SUITE 102
KINGSTON, ONTARIO K7P 0G2
(613) 384-9266 (fax)384-3513 www.hopkinschitty.com

FILE: BE'D 3,4-7,8 | 2024-0191 GNDC BLO


WITH MBM BRANDE
½" PLYWOOD DECK
2"X4" PURLIN 24" OC
2"X10" ROOF RAFTER 16" OC
R28
6MILL UB
FINE FINISH
ALUMINUM FACIA / SOFFIT
(VENTED)
WITH EAVES TROUGH
LOFT AREA
1"X10" BOARD & BATTEN
2"X8 JOIST 16" OC
1X3 HORIZONTAL STRAPPING
24" OC.
R20 INSUL
6MILL UB.
PINE WALL
FINISH
HOUSE WRAP
TO SHEATHING
ALL HEADERS
2"X6" 2PLY
2X6" STUD WALL 16" OC.
2"X8" FLOOR JOIST 16" OC
2X6" PT PLATE
6" ICF
INSULATED
CRAWL
SPACE
8"x18" CONTINUOS FTG.
BED ROCK

BURNIB ROOT
370A STEUB BABCOCK LAND B

FOUNDATION PLAN

18" WIDE PERIMETER FOOTING

19'-0"

7'-0"

12" PIER

10'-0"

18'-0"

6'-0"

12" PIER

18"X18" CONC. PAD

13'-0"

15'-0"

7'-0"

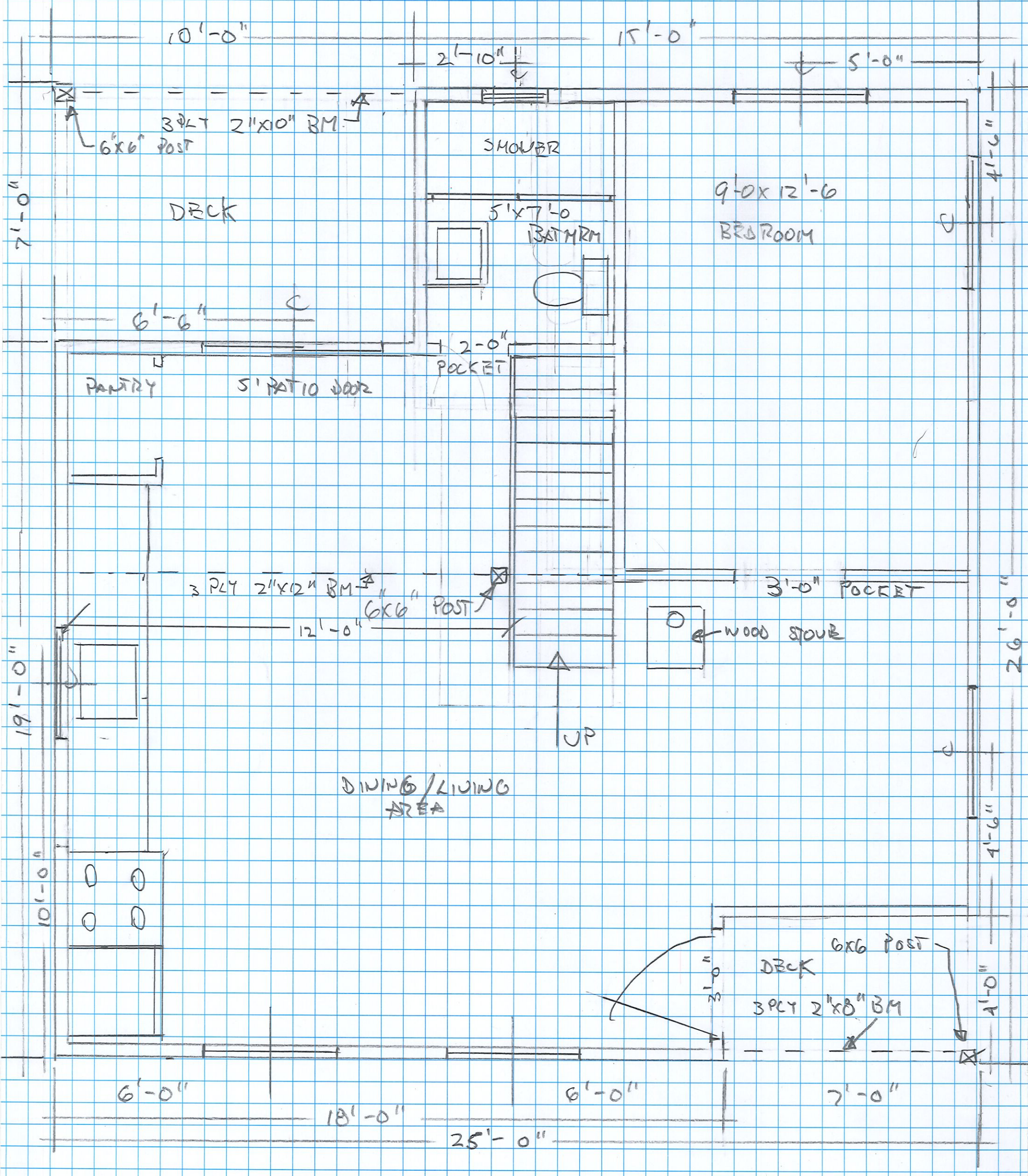
12" PIER

41'-0"

22'-0"

PG (1)

# 1ST FLOOR PLAN




PG (2)

LOFT AREA

2'-6"

2"x4" STUD WALL

2x4 STUD WALL TO UNDERSIDE OF ROOF
BPLY 2x12 BEAM BELOW POST TO WALL

6x6 POST

LOFT AREA
LIVING ROOM

DN

13'-0"

3'-6"

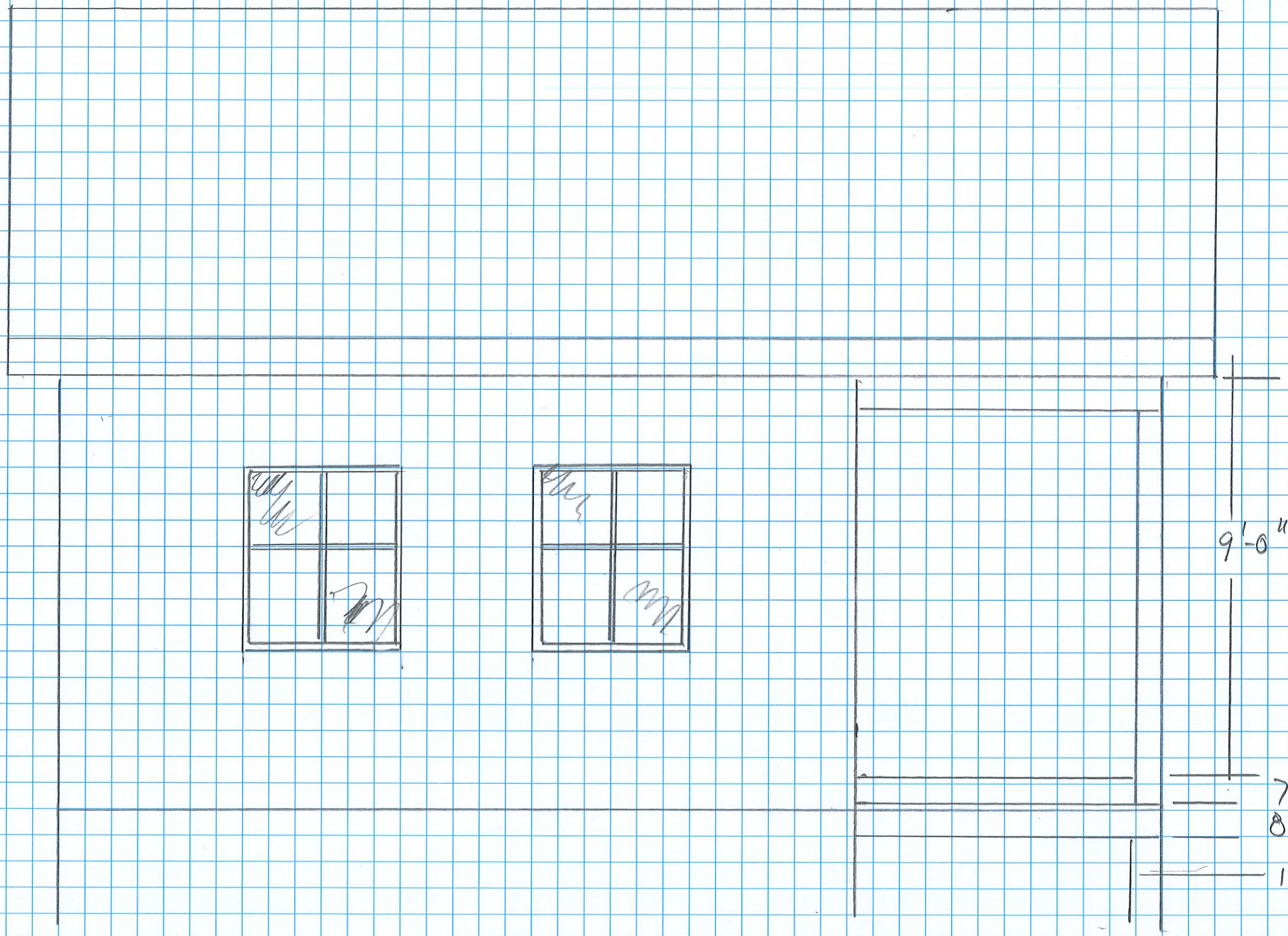
4'-6"

4'-6"

25'-0"

PAGE 3

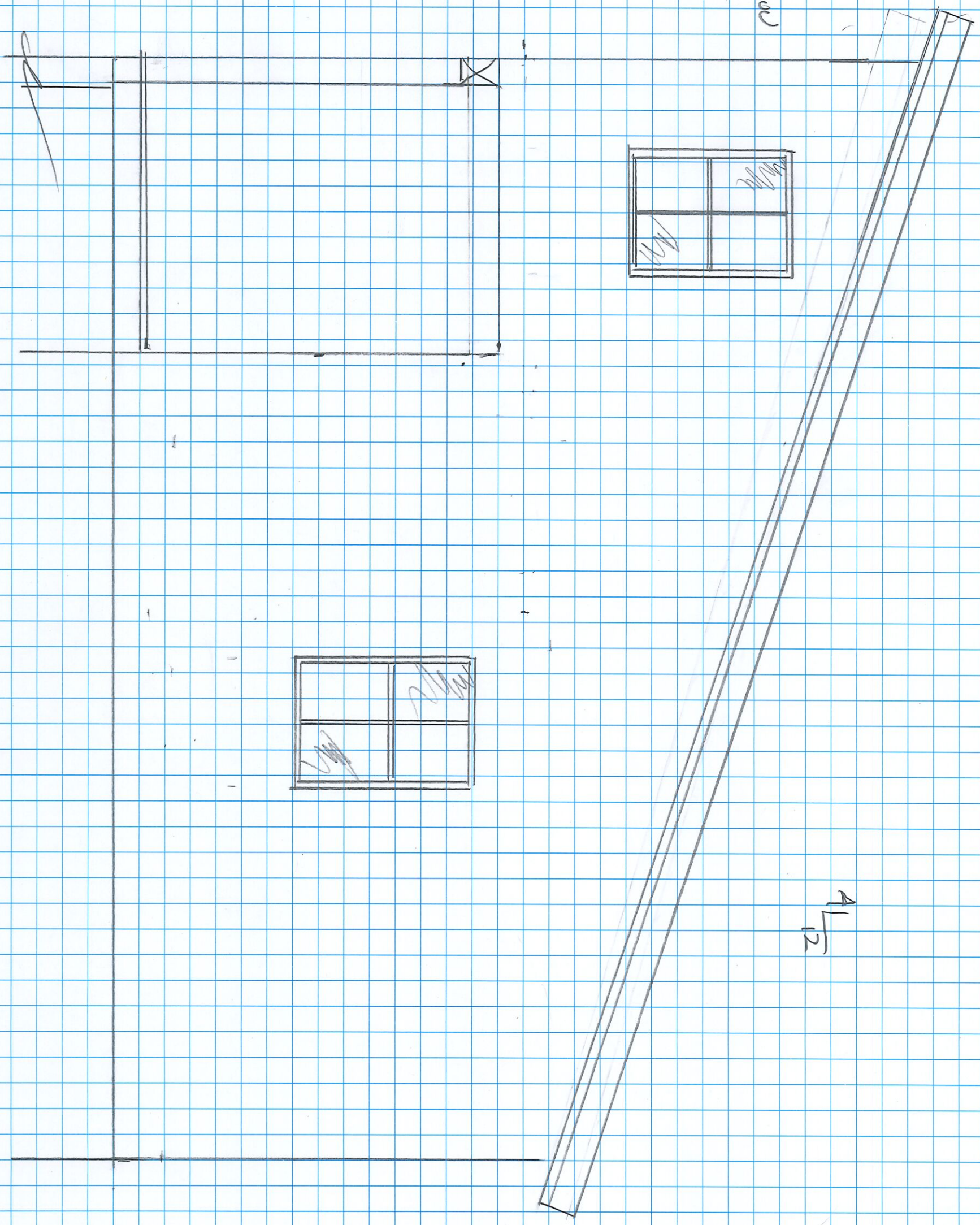
SOUTH ELEVATION



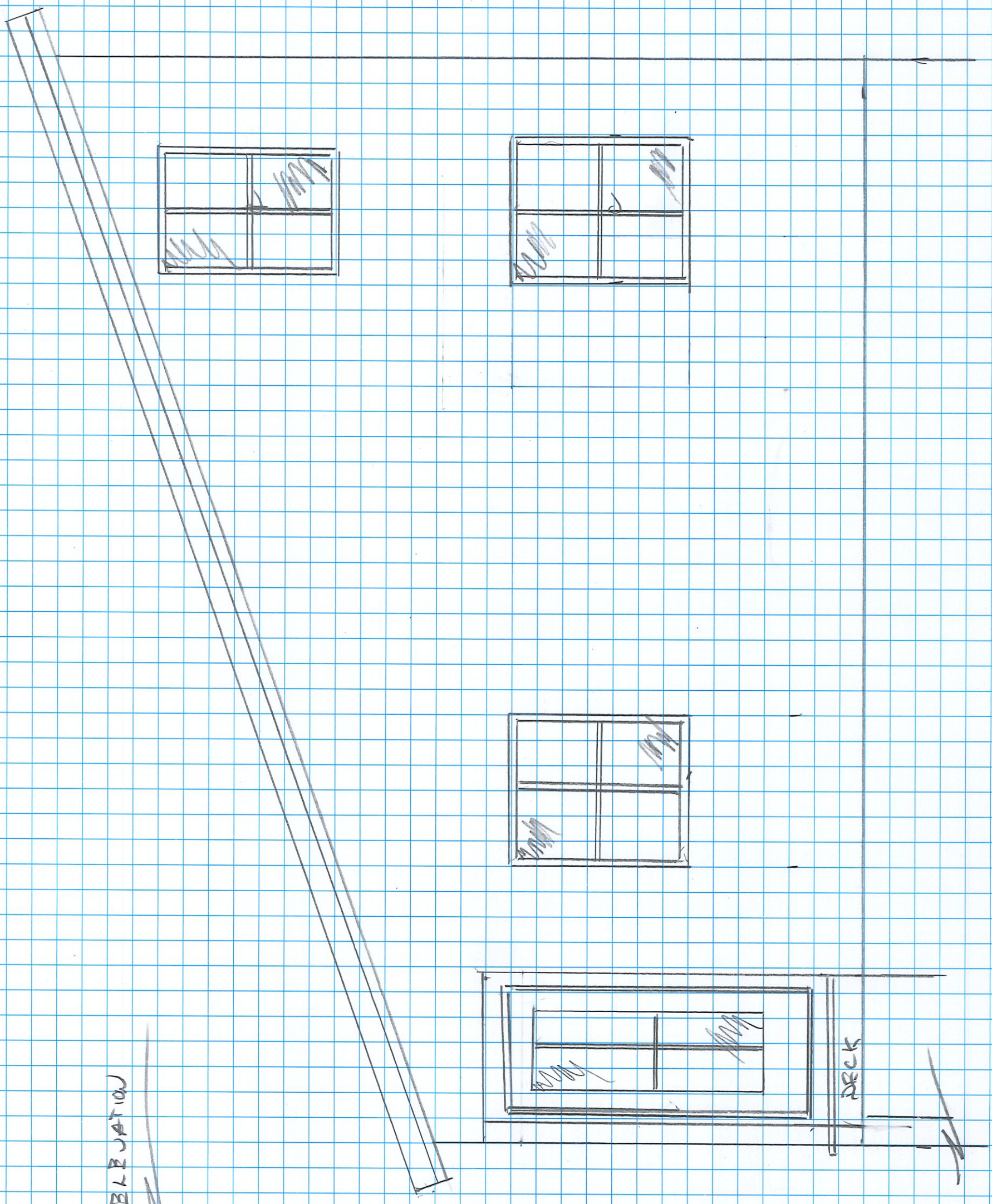

P6 ⓕ

PG 3

WEST ELEVATION



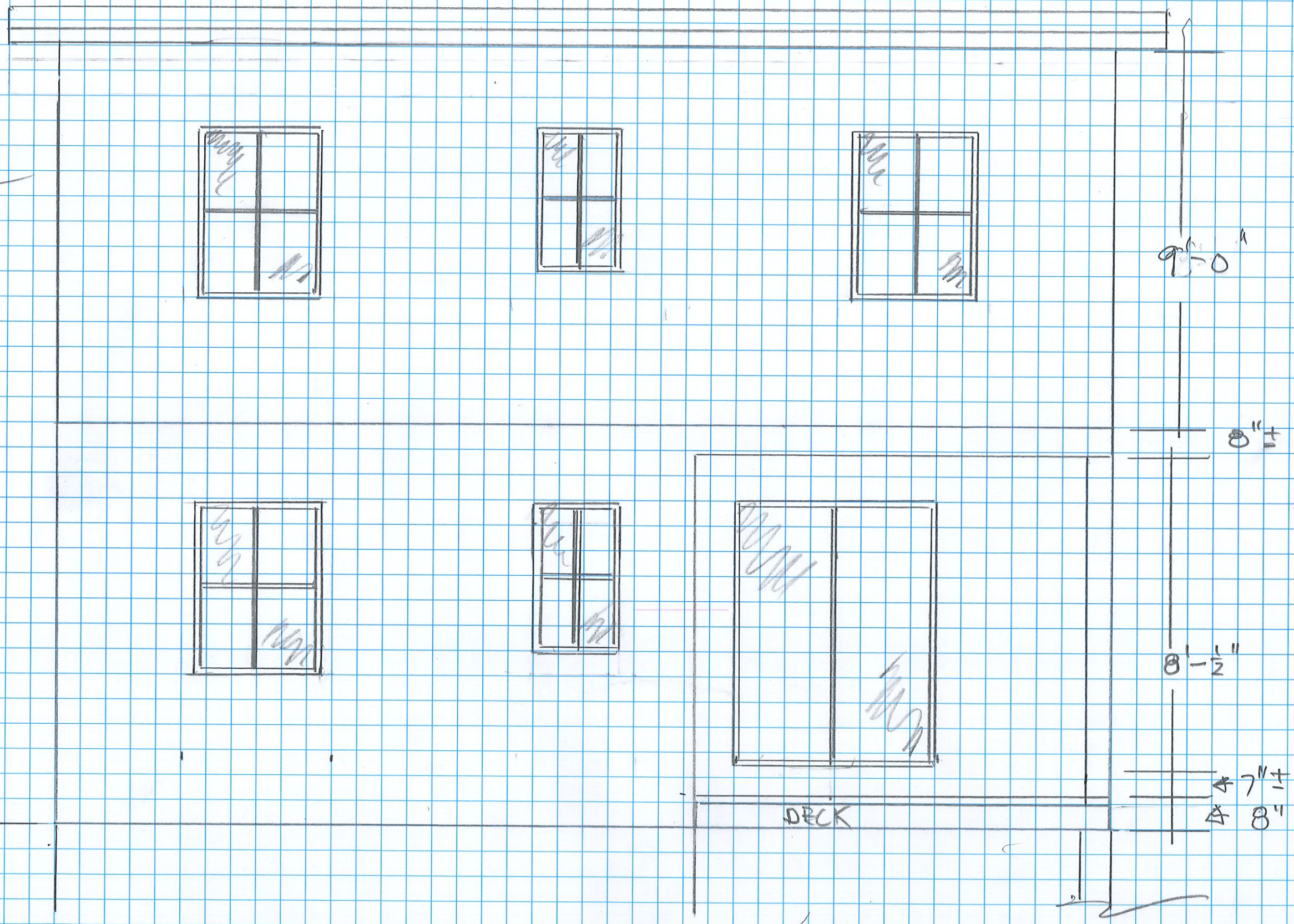
A1
12



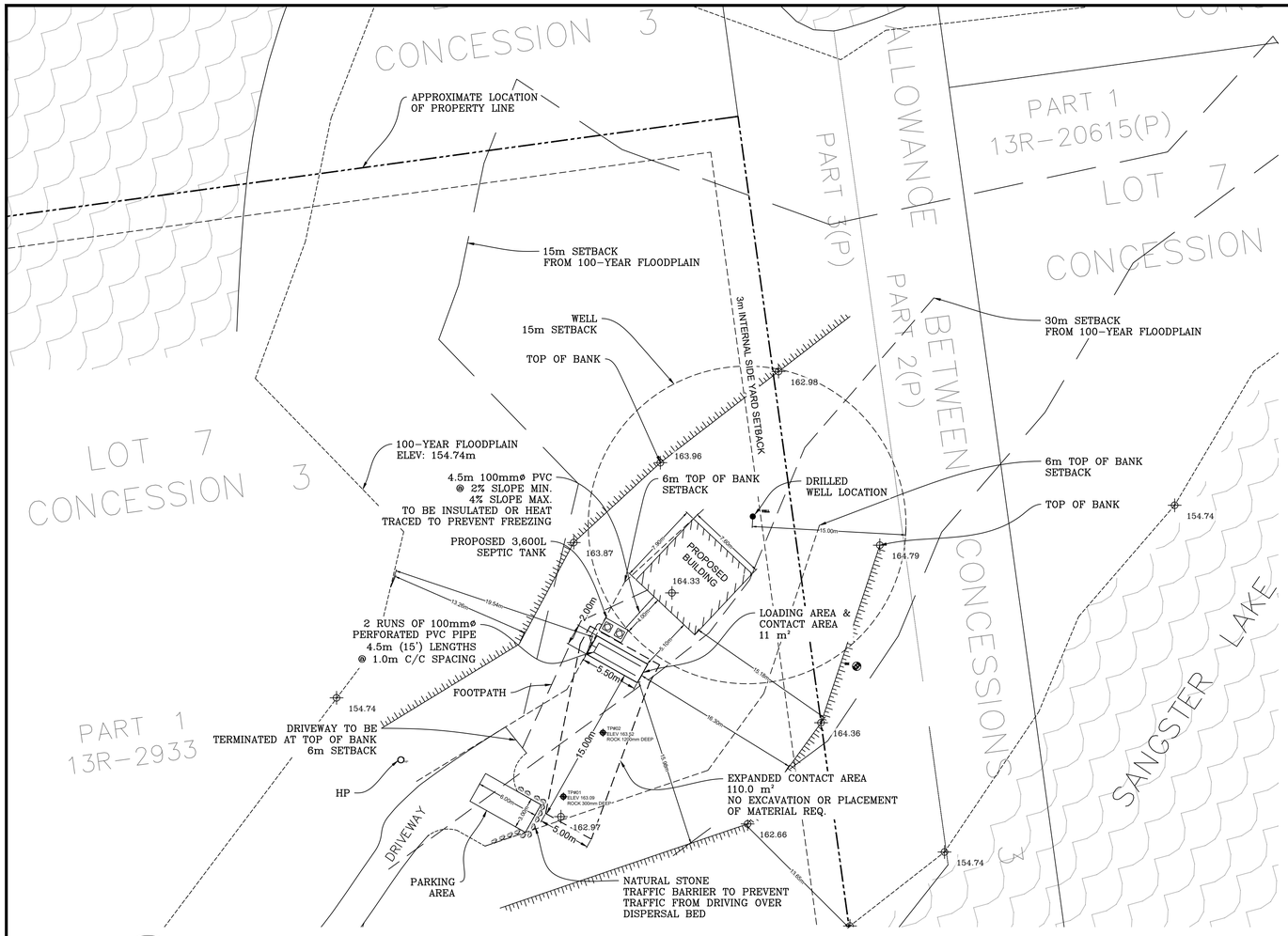

WEST ELEVATION

PO(6)

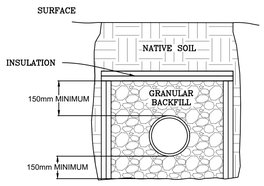
NORTH
ELEVATION




PG (7)




## 1 SEPTIC PLAN
C-101 SCALE: 1:250

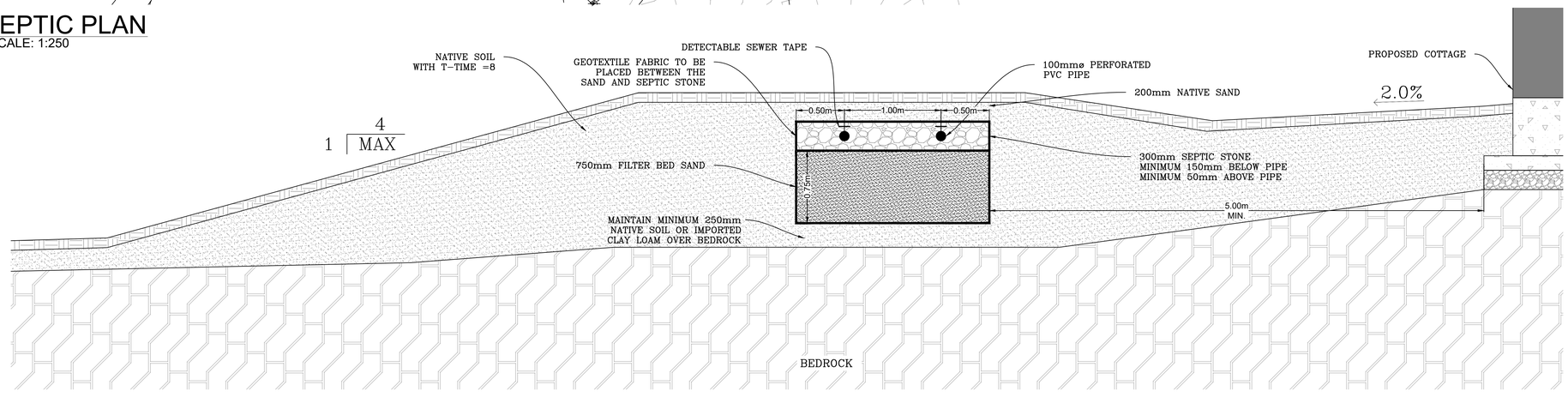



NOTES:
1. INCREMENTS OF THICKNESS SHALL BE 50MM.
2. INSULATION TO BE STYROFOAM SM HI-40 OR EQUIVALENT.
3. TO BE USED WHEN GROUND COVER IS LESS THAN 1.2m FOR STORM SEWER, 1.5m FOR SANITARY SEWER AND 1.7m FOR WATERMAIN.

PIPE INSULATION TABLE

| GROUND COVER | INSULATION THICKNESS (mm) |
|---|---|
| 500 to 1500mm | 100 |
| 1500mm and over | 50 |

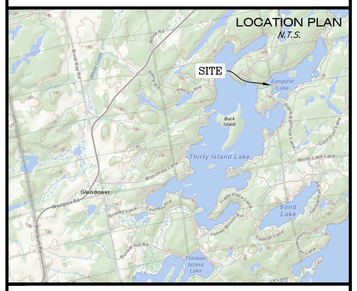
## 2 PIPE INSULATION DETAIL
C-101 SCALE: NTS




## 3 FILTER BED SECTION
C-101 SCALE: 1:25


**GROUNDWORK ENGINEERING LIMITED**
GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER
**UNIT 640 - 654 NORRIS COURT**
**KINGSTON ONTARIO**
**OFFICE (613) 634-1789**
**www.groundengineer.ca**


LOCATION PLAN
*N.T.S.*




**NOTES:**
1. FILTER BED TO BE CONSTRUCTED AS PER OBC 8.7.5.3.
2. SEPTIC STONE GRADATIONS AS PER OBC 8.7.3.3.
3. THE HEADER AND DISTRIBUTION LINES SHALL BE INSTALLED AS PER OBC 8.7.2.2. AND 8.7.3.3.
4. SEPTIC TANK TO BE EQUIPPED WITH RISERS, BAFFLE, EFFLUENT FILTER & SECONDARY SAFETY SCREENS AS PER CSA B66:21
5. EFFLUENT FILTER AS PER OBC 8.6.2.1.(2)
6. FILTER BED SAND AS PER OBC 8.7.5.3.(3)
7. STRIP ALL EXISTING TOPSOIL IN THE AREA OF FILTER BED.
8. GEOTEXTILE TO BE NON WOVEN NEEDLE PUNCHED POLYPROPYLENE TERRAFIX 270R OR EQUIVALENT.
9. GRAVITY LINE FROM SEPTIC TANK TO HEADER PIPE TO BE INSULATED OR HEAT TRACED TO PREVENT WATER FROM FREEZING IN AREAS WITH LESS THAN 1.5m OF COVER.
10. MAGNETIC SEWER TAPE TO BE PLACED ABOVE EACH ROW OR REBAR ON CORNERS OF BED FOR FUTURE DETECTION.
11. SEAL ALL RISERS TO PREVENT WATER FROM ENTERING TANKS.
12. ALL TREES WITHIN 3m OF STONE AREA TO BE REMOVED.

**CALCULATIONS AS PER ONTARIO BUILDING CODE PART 8**
**DAILY SEWAGE FLOW DETERMINATION**
- ONE-BEDROOM = 750 L/D
- FIXTURES NUMBER < 20 = 0 L/D
- TOTAL LIVABLE FLOOR AREA 60m² < 200 = 0 L/D

** USE LARGER OF 2 NUMBERS FOR FIXTURES/FLOOR AREA **

TOTAL (Q) = 750 L/DAY

**SEPTIC TANK SIZING**
-RESIDENTIAL 750L/DAY X 2 = 1,500 L/DAY
**SEPTIC TANK VOLUME = 3,600L MIN.**

**FILTER BED CALCULATIONS**
EXISTING SOIL:
T-TIME = 8
TOPSOIL \ SAND & GRAVEL
FLOW RATE < 3000 L/DAY
THEREFORE USE Q/75
**LOADING AREA = 11m²** → Q/75 → $\frac{750}{75}$ = 10 (REQ'D)
**CONTACT AREA = 11m²** → QT/850 → $\frac{750\times8}{850}$ = 7.1 (REQ'D)
** CONTACT AREA < LOADING AREA THEREFORE USE LOADING AREA FOR BOTH **
**EXPANDED CONTACT AREA = 110.0m²**
Q/10 → $\frac{750}{10}$ = 75 (REQ'D)
NATIVE SOIL T-TIME < 15 min/cm

REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | ISSUED FOR REVIEW | 2025/01/15 |
| 02 | TOWNSHIP OF SF COMMENTS | 2025/02/07 |
| | | |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| 01 | TOP OF SPIKE | 164.65 |
| | | |
| | | |

LICENSED PROFESSIONAL ENGINEER
7 Feb 2025
M. H. BURGER
PROVINCE OF ONTARIO

Client / Land Owner:
BURNIE ROOT

Project:
370a Steve Babcock Lane
GODFREY ONTARIO

Drawing Title:
SEPTIC PLAN

Drawn by: AB
Checked By: MB
Scale: 24"x36" 1:250
Date: FEB 07, 2025

Project Number: GW-24002-49
Drawing Number: C-101
SHEET 1 of 1

P:\Projects\24000\24002 - Septic System Inspections and Designs\24002-49 - 370A Steve Babcock Lane\02 - Design\03 - Drawings\01 - Preliminary Design (Pre-Submission)\GW-24002-49 - Septic Plan - [Feb 07, 2025].dwg
2/7/2025 10:51 AM

GROUNDWORK ENGINEERING LIMITED

# SLOPE STABILITY ANALYSIS

## 370A Steve Babcock Lane

## Godfrey, Ontario

Prepared for: **Burnie Root**

Project No. **GW-24002-49**

Date: **November 29, 2024**

Revised: **December 13, 2024**

**GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER**

*Unit 640, 654 Norris Court Kingston, ON K7P 2R9*
*613-634-1789* *www.groundengineer.ca*

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## 1.0 Introduction

Groundwork Engineering Limited (**GEL**) was retained by Mr. Burnie Root. (**Client**) to conduct a site investigation, geotechnical and slope stability analysis at 370A Steve Babcock Lane, Godfrey, Ontario. This report has been prepared solely and exclusively for the client for the purpose of providing geotechnical and slope stability information for the construction of a new cottage.

## 2.0 Site and Project Description

The property is located on Parts of Lot 7 and 8, Concessions 3, 4 and part of the road allowance between Concessions 3 and 4, Bedford District, County of South Frontenac, Ontario (Figure 1).




*Figure 1 - Property Location*

The proposed cottage is located on a plateau overlooking Sangster Lake. The plateau has two steep slopes to the east and west. Both lakeside slopes are unaltered and there are several trees growing along the banks. Both east and west slopes have relatively low vegetation with exposed bedrock visible along the faces of both slopes (Figure 2). Both slopes inclination ranges from 1.5:1 (H:V) to 2:1 (H:V).



*Figure 2 - East Slope Exposed Bedrock*

The plateau has exposed fractured bedrock that is close to the surface, with a thin layer of soil, often less than 0.30 m deep in most areas. (Figure 3)



*Figure 3 - Test Pit Dug Material*

# 3.0 Method of Investigation

## 3.1 General

The scope of this investigation included the completion of a site topographic survey, subsurface investigation to determine bedrock elevation, and a review of the natural hazards that influence the site. All field activities were performed under the constant supervision of GEL technical staff.

## 3.2 Topographic Survey

A partial topographic survey was completed on the lot and its shoreline. The proposed site plan, drawing C-101, can be found in Appendix A. Geodetic elevations (in meters) were established using the CAN-NET GNSS Real-Time Correction Network and are based on the Canadian Geodetic Vertical Datum of 2013 (CGVD2013) (vertical) and the North American Datum of 1983 (NAD83) (horizontal).

A topographic survey that was completed by Hopkins Chitty Land Surveyors Inc. can be found in Appendix B.

Several test pits were dug along the top of the bank in the vicinity of the proposed cottage and septic system. Exposed bedrock was observed at different elevations on top of the bank ranging from 164.15 m to 164.85 m. The 100-year floodline elevation is 154.74m which is near the toe of the bank. Both slopes are 10 m to 12 m high and 16 m to 20 m wide. The top of bank elevation is 164.00 m to 164.85 m. The top of bank is highly vegetated.

# 4.0 Subsurface Conditions

## 4.1 General

The soil descriptions given in this report are based on current geotechnical practice as per The Canadian Foundation Engineering Manual, 4th Edition. The stratigraphic boundaries have been inferred from site measurements taken from test pits dug by the contractor and typically represent a transition from one soil type to another. These

boundaries should not be interpreted to represent actual planes of geologic change. The subsurface conditions are confirmed at the test location only and will vary between and beyond the locations.

### 4.2 Subsurface Investigation

The lakeside slope consists of a shallow topsoil layer overlying 0.30 m to 0.60 m of sandy gravel containing cobbles and boulders (Figure 3). Using a hand shovel, bedrock was encountered at a depth of approximately 0.30 m near and within both slopes' faces. Bedrock is exposed along both slopes' faces in many areas.

## 5.0 Geotechnical Principles for Stable Slopes

In accordance with the Ontario Ministry of Natural Resources (MNR) Geotechnical Principles for Stable Slopes a review of the slope stability rating was completed. Results can be found in the completed Tables at Appendix C. A value of 32 was determined for the site. This results in a slope instability rating of Slight Potential for the site.

## 6.0 Discussion

The following discussion provides our interpretation of the geotechnical data obtained from the field.

The following assumptions were made for the slope stability analysis:

- Soils on the site are cohesionless;
- Plant roots in the top soil layer provide a conservative cohesion of 1 kPa;
- The top soil has a unit weight of 19 kN/m$^3$ and an angle of internal friction (phi) of 27°;
- The cottage foundations to be constructed on the bedrock;
- The bedrock is impervious; and
- The cottage applies a dead load of 17 kPa.

## 6.1 Slope Stability

A two-dimensional slope stability analysis was conducted using the Bishop's and Janbu simplified method of slices for both east and west slopes at the site. Multiple iterations were completed using the program GeoSlope®. The east and west slopes of the property are identical, resulting in similar failure patterns. The global failure surface for both slopes at 370A Steve Babcock is determined as a diagonal wedge slip plane that passes through the top of the slopes. Its exit point passes through the face of the slopes a few meters above the slopes' toes. The critical failure surface is approximately 0.2 m deep for both slopes.

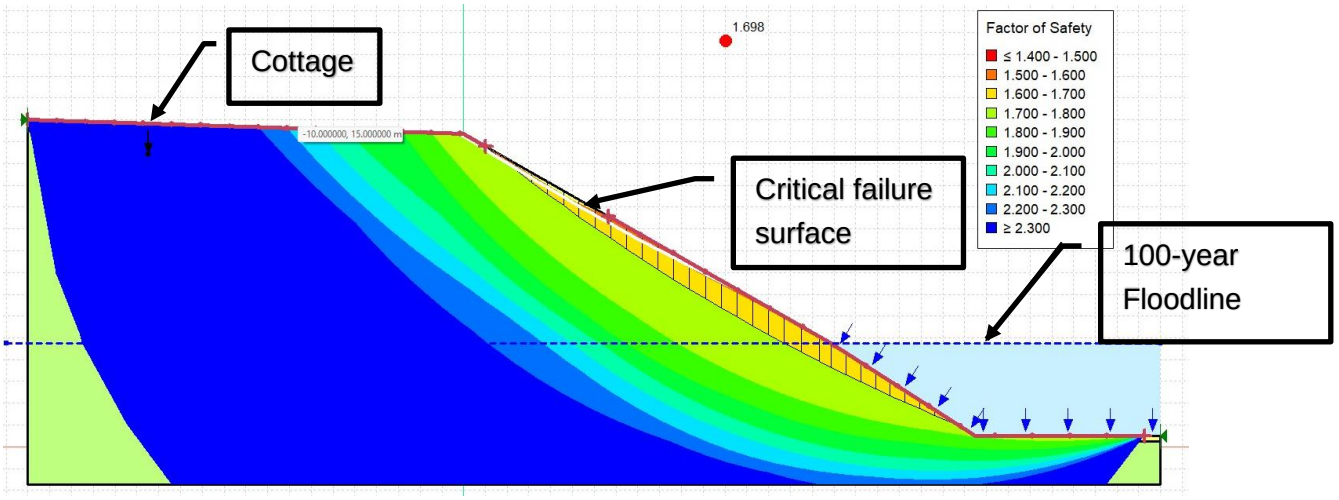



*Figure 4 - East Slope Failure Plane*

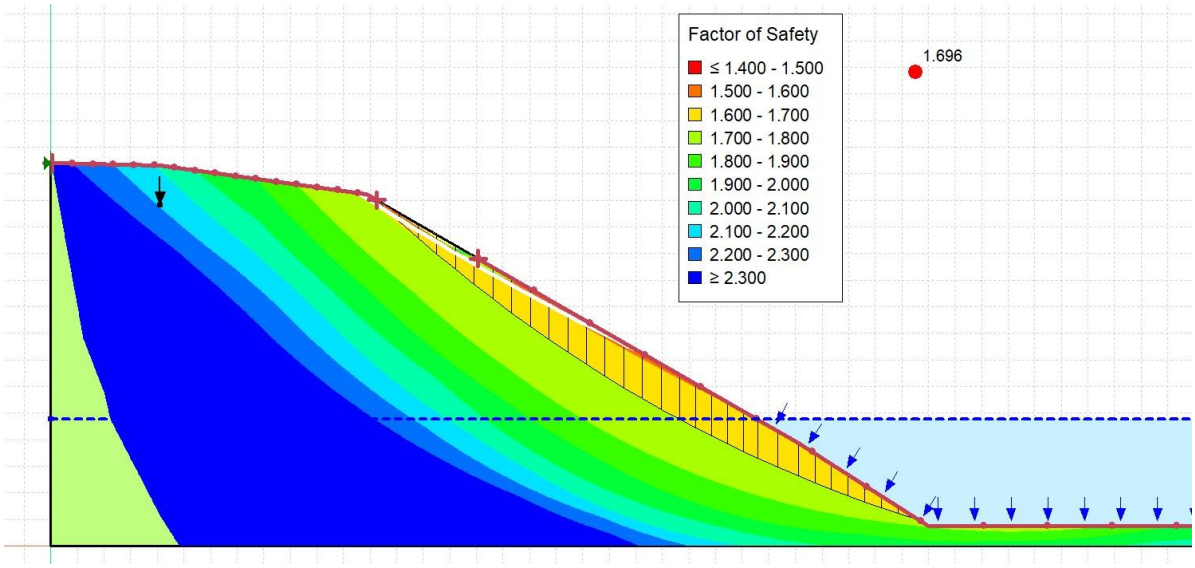



*Figure 5 - West Slope Failure Plane*

For residential buildings and other structures, the design minimum factor of safety against global slope stability failure is 1.5. All failure surfaces in both slopes have a factor of safety greater than 1.5, therefore, the slopes are considered stable.

## 6.2 Natural Hazards

In accordance with the MNR Technical Guide and the Quinte Conservation Authority (QCA), watershed hazards include floodplains, erosion, unstable slopes along valleys and shorelines. The slopes on both sides of plateau are stable as discussed in section 6.1.

### 6.2.1 Flood Hazard Limit

When determining the limits of flood hazard lands at the site, the 100-year flood level is to be considered, as the site is located on Sangster Lake. The 100-year flood elevation as provided by the QCA is 154.74 m GSC.

The proposed cottage is located at the top of bank which is more than 10 m higher than the 100-year floodplain, therefore, the property is not located in flood hazard area.

### 6.2.2 Erosion Hazard Limit

All shorelines are prone to erosion - even granite bedrock formations. Erosion hazards refer to the loss of land due to human or natural processes that may pose a threat to life and property. In Ontario, erosion hazards typically occur along river valleys and lake shorelines. Hazard mapping for erosion identifies the distance a slope may retreat inland over a 100-year period, considering factors such as erosion at the slope's toe, slope stability based on height and angle, and the composition and condition of the slope.

Since the property overlooks a small inland lake, no hazard mapping data is available. However, based on the observed slope conditions, there is no evidence of active erosion on either of the slope faces or the slope toe. Given the shallow overburden on the bedrock, the potential for erosion is minimal and shall not impact the stability of the slopes. According to (MNR) Technical Guide for Erosion Hazard Limit, the erosion hazard limit is determined by three components: the toe erosion allowance, stable slope allowance, and erosion access allowance.

The toe of the slope is located at the lakebed. Since the bedrock is shallow and there is no evidence of active erosion, a toe erosion allowance of 2 m is appropriate as per MNR Technical Guide.

For rock slopes taller than 2 m, the suggested stable slope angle is approximately 1:1 (H:V), or 45 degrees. The elevation difference between the toe and the top of the slope is approximately 12 m, which is interpreted as the slope's height. Based on the observed conditions, the stable slope angle for this site is also 1:1 (H:V), resulting in a stable slope allowance of 12 m.

According to MNR, the typical value for the erosion access allowance is 6 m unless otherwise specified by local municipalities.

Therefore, the erosion hazard limit for 370A Steve Babcock Road, measured from the toe of the slope, is the sum of the following:

- Toe erosion allowance: 2.00 m
- Stable slope allowance: 12.00 m
- Erosion access allowance: 6.00 m

This results in an erosion hazard limit of 20.00 m.

### 6.3 Construction Mitigation

Given the proximity to bedrock, it is recommended that the proposed cottage foundation be founded on bedrock. It is recommended that the exposed bedrock be inspected before construction of the foundation. This will ensure that the proposed cottage foundation will not be located on an unstable surface. All excavated material is to be stockpiled along the sides of the excavation in piles no more than 1.2 m in height or removed from the site. Light duty silt fence must be installed in accordance with Ontario Provincial Standard Drawing 219.110 at the perimeter of the construction area to prevent any sediment from entering the water. The silt fence is not to be removed until all disturbed vegetation around

the site has been reinstated. Roof drain leaders are to deposit onto a splash pad to dissipate the energy of the falling water from the cottage.

## 7.0 Conclusions

In accordance with the Provincial Policy Statement, QCA Planning Policies suggest that it may be acceptable to permit development within 30 m of a waterbody where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved:

a. Development and site alteration is carried out in accordance with flood proofing standards, protection works standards and access standards;

b. Vehicles and people have a way to safely enter and exit the area during times of flooding and erosion and other emergencies;

c. New hazards are not created and existing hazards are not aggravated; and

d. No adverse environmental impacts will result.

This policy also requires that the proposed construction meets all applicable requirements of the Guidelines for Implementing Ontario Regulation 41/24.

The erosion hazard limit has been established as 20.00 m at 370A Steve Babcock Road.

The critical failure surface for the slope is 0.2 m deep and passes through the top of the slope with a factor of safety of 1.70. The minimum factor of safety required is 1.50.

The flood hazard elevation for this site has been determined to be 154.74 m.

Adherence to the recommendations will ensure the applicable requirements of Ontario Regulation 41/24 are met.

## 8.0 Statement of Qualifications and Limitations

It is stressed that the information presented in this report is provided for the guidance of the designers and is intended for this project only. The use of this report as a construction document or its use by a third party beyond the client specifically listed in the report is neither intended nor authorized by Groundwork Engineering Limited.

Contractors bidding on or undertaking the works should examine the factual results of the investigation, satisfy themselves as to the adequacy of the information for construction, and make their own interpretation of the factual data as it affects their construction techniques, schedule, safety and equipment capabilities.

The professional services for this project include only the geotechnical aspects of the subsurface conditions at this site. The presence or implications of possible contamination resulting from previous uses or activities at this site or adjacent properties, and/or resulting from the introduction onto the site of materials from off-site sources are outside the terms of reference for this report.

The recommendations provided in this report are based on subsurface data obtained at the specific test locations only. Boundaries between zones are often not distinct but transitional and were interpreted. Experience indicates that the subsurface soil and groundwater conditions can vary significantly between and beyond the test locations. For this reason, the recommendations given in this report are subject to a field verification of the subsurface soil conditions at the time of construction.

The report recommendations are applicable only to the project described in the report. Any changes to the project will require a review by Groundwork Engineering Limited, to ensure compatibility with the recommendations contained in this project.

We trust this report provides sufficient information for your present purposes. If you have any questions concerning this report or if we may be of further service to you, please do not hesitate to contact the undersigned.




Martin Burger
M.Eng. , P.Eng.

Appendix A

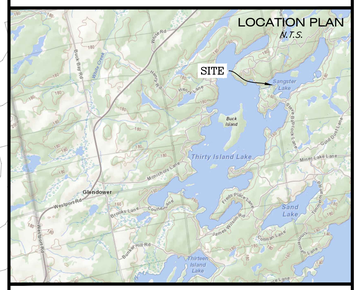
Site Plan




1 C-101 **SITE PLAN**
SCALE: 1:250


**GROUNDWORK ENGINEERING LIMITED**
GEOTECHNICAL • CIVIL • STORMWATER • ONSITE WASTEWATER
UNIT 640 - 654 NORRIS COURT
KINGSTON ONTARIO
OFFICE (613) 634-1789
www.groundengineer.ca


LOCATION PLAN
*N.T.S.*




REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | ISSUED FOR REVIEW | 2024/12/13 |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| 01 | TOP OF SPIKE | 164.65 |

LICENSED PROFESSIONAL ENGINEER
13 Dec 2024
M. H. BURGER
PROVINCE OF ONTARIO

Client / Land Owner:
BURNIE ROOT

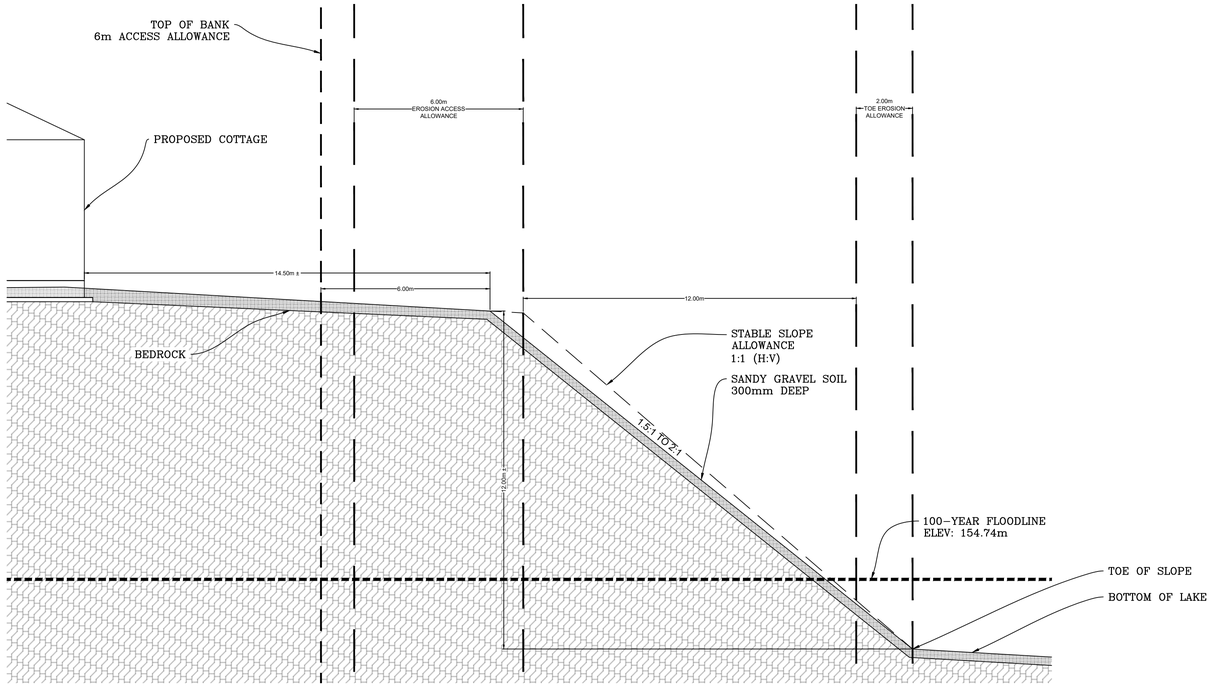
Project:
370a Steve Babcock Lane
KINGSTON ONTARIO

Drawing Title:
SITE PLAN

Drawn by: AB
Checked By: MB
Scale: 24"x36" 1:250
Date: DEC 13, 2024

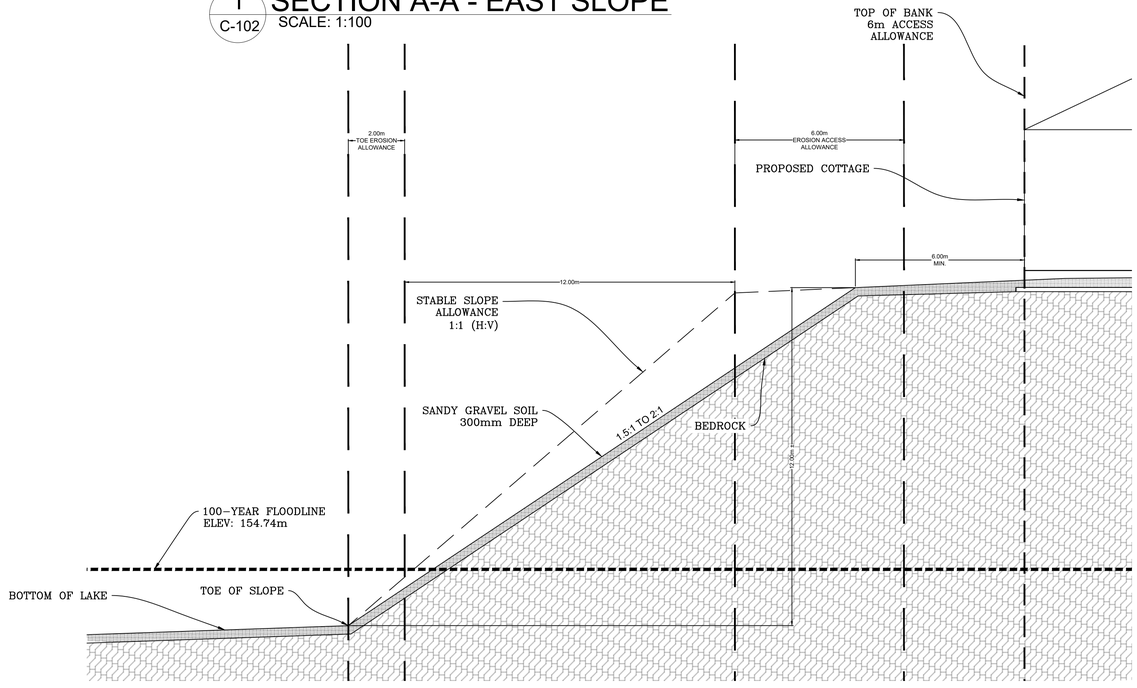
Project Number: GW-24002-49
Drawing Number: C-101
SHEET 1 of 2

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## 1 C-102 SECTION A-A - EAST SLOPE

SCALE: 1:100




## 2 C-102 SECTION B-B - WEST SLOPE

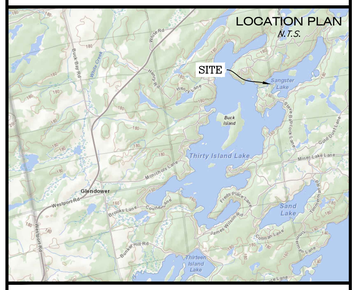
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LOCATION PLAN
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REVISIONS

| No. | Description | Date |
|---|---|---|
| 01 | ISSUED FOR REVIEW | 2024/12/13 |

BENCHMARK:

| No. | DESCRIPTION | ELEVATION |
|---|---|---|
| 01 | TOP OF SPIKE | 164.65 |

LICENSED PROFESSIONAL ENGINEER
13 Dec 2024
M. H. BURGER
PROVINCE OF ONTARIO

Client / Land Owner:

BURNIE ROOT

Project:

370a Steve Babcock Lane

KINGSTON ONTARIO

Drawing Title:

NOTES & DETAILS

Drawn by: AB
Checked By: MB
Scale: 24"x36" 1:250
Date: DEC 13, 2024

Project Number: GW-24002-49
Drawing Number: C-102
SHEET 2 of 2

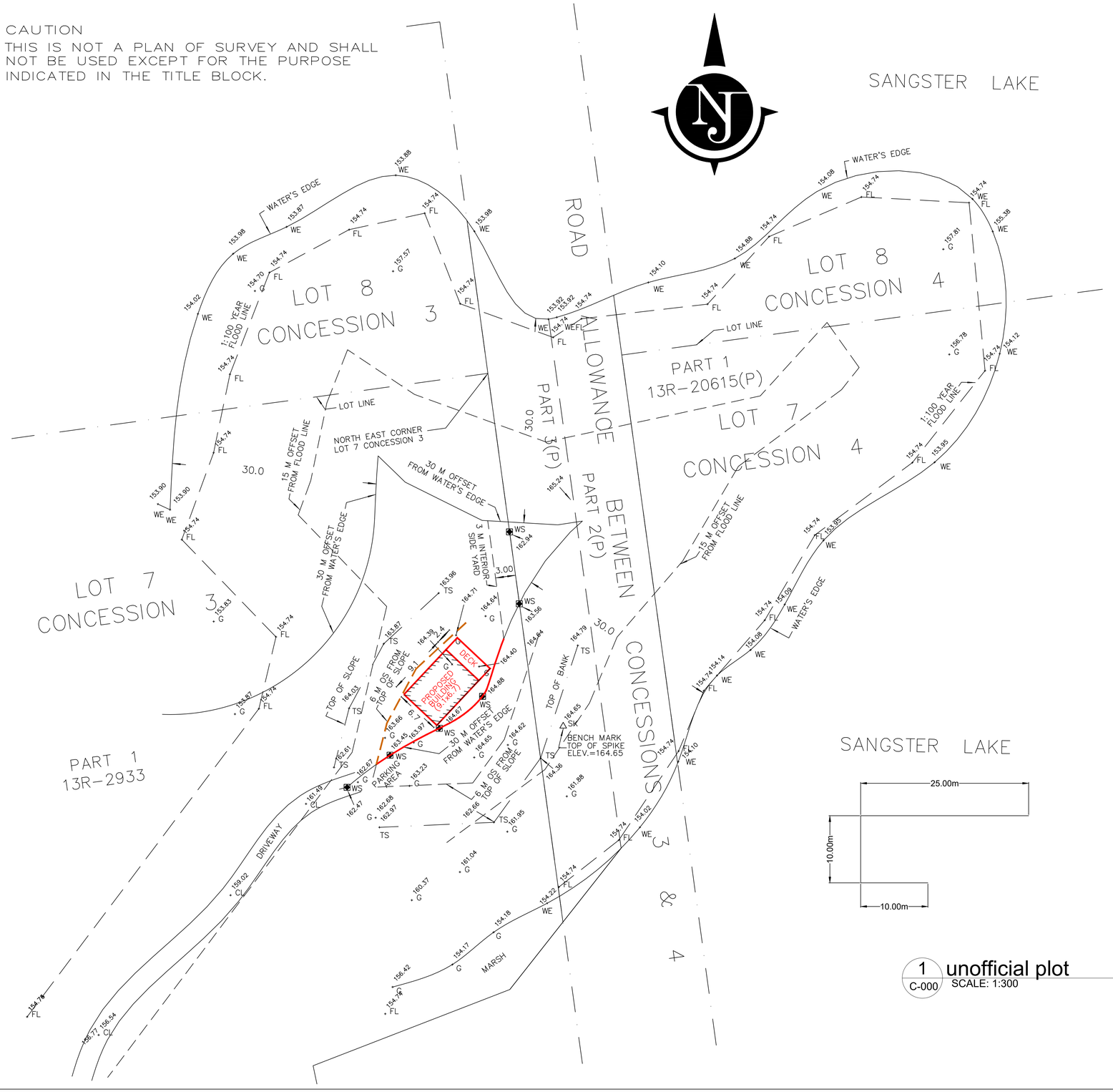
P:\Projects\24000\24002 - Septic System Inspections and Designs\24002-49 - 370A Steve Babcock Lane\02 - Design\03 - Drawings\01 - Preliminary Design (Pre-Submission)\GW-24002-49 - Septic Plan - [Nov 28, 2024].dwg
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Appendix B

Topographic Survey

CAUTION

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.




SKETCH SHOWING
PROPOSED BUILDING LOCATION
ON PART OF LOTS 7 & 8
CONCESSIONS 3, 4 & PART OF
THE ROAD ALLOWANCE BETWEEN
CONCESSIONS 3 & 4
TOWNSHIP OF SOUTH FRONTENAC
(GEOGRAPHIC TOWNSHIP OF BEDFORD)
COUNTY OF FRONTENAC

SCALE: 1 : 400

10m 0 10 20 30 metres

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

HOPKINS CHITTY LAND SURVEYORS INC.
2014

THIS REPORT WAS PREPARED FOR BURNIE ROOT & THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES

ELEVATION NOTE:

ELEVATIONS ARE GEODETIC DERIVED FROM GPS OBSERVATIONS AND PRECISE POINT POINT (PPP) CALCULATIONS BY MNR.

ELEVATIONS SHOWN ARE CGVD28:78.
THE FLOOD LINE ELEVATION 154.41 (CGVD2013) HAS BEEN ADJUSTED TO CGVD28:78 DATUM BY ADDING 0.33m–FLOOD LINE ELEVATION = 154.74

1 / C-000 unofficial plot
SCALE: 1:300

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"THIS IS NOT AN ORIGINAL COPY UNLESS EMBOSSED WITH A SEAL"

DATED SEPTEMBER 26, 2024

| PARTY CHIEF: JO | INSTRUMENT: SG | CHECKED BY: LMH | PLAN BY: JN |
|---|---|---|---|

HOPKINS CHITTY LAND SURVEYORS INC.
1224 GARDINERS ROAD, SUITE 102
KINGSTON, ONTARIO K7P 0G2
(613) 384–9266 (fax)384–3513 www.hopkinschitty.com

FILE: BE'D 3,4–7,8 | 2024–0191 GNDC BLO

Drawing1.dwg 9/26/2024 2:02 PM

# Appendix C

## Slope Stability Rating Chart

TABLE 8.1 - SLOPE STABILITY RATING CHART

Site Location: File No.
Property Owner: Inspection Date:
Inspected By: Weather:

| | | | | Rating Value |
|---|---|---|---|---|
| 1. | SLOPE INCLINATION | **degrees** | **horiz. : vert.** | |
| | a) | 18 or less | 3 : 1 or flatter | 0 |
| | b) | 18 - 26 | 2 : 1 to more than 3 : 1 | 6 |
| | c) | more than 26 | steeper than 2 : 1 | 16 |
| 2. | SOIL STRATIGRAPHY | | | |
| | a) | Shale, Limestone, Granite (Bedrock) | | 0 |
| | b) | Sand, Gravel | | 6 |
| | c) | Glacial Till | | 9 |
| | d) | Clay, Silt | | 12 |
| | e) | Fill | | 16 |
| | f) | Leda Clay | | 24 |
| 3. | SEEPAGE FROM SLOPE FACE | | | |
| | a) | None or Near bottom only | | 0 |
| | b) | Near mid-slope only | | 6 |
| | c) | Near crest only or, From several levels | | 12 |
| 4. | SLOPE HEIGHT | | | |
| | a) | 2 m or less | | 0 |
| | b) | 2.1 to 5 m | | 2 |
| | c) | 5.1 to 10 m | | 4 |
| | d) | more than 10 m | | 8 |
| 5. | VEGETATION COVER ON SLOPE FACE | | | |
| | a) | Well vegetated; heavy shrubs or forested with mature trees | | 0 |
| | b) | Light vegetation; Mostly grass, weeds, occasional trees, shrubs | | 4 |
| | c) | No vegetation, bare | | 8 |
| 6. | TABLE LAND DRAINAGE | | | |
| | a) | Table land flat, no apparent drainage over slope | | 0 |
| | b) | Minor drainage over slope, no active erosion | | 2 |
| | c) | Drainage over slope, active erosion, gullies | | 4 |
| 7. | PROXIMITY OF WATERCOURSE TO SLOPE TOE | | | |
| | a) | 15 metres or more from slope toe | | 0 |
| | b) | Less than 15 metres from slope toe | | 6 |
| 8. | PREVIOUS LANDSLIDE ACTIVITY | | | |
| | a) | No | | 0 |
| | b) | Yes | | 6 |

| | SLOPE INSTABILITY RATING | RATING VALUES TOTAL | INVESTIGATION REQUIREMENTS | TOTAL |
|---|---|---|---|---|
| 1. | Low potential | < 24 | Site inspection only, confirmation, report letter. | 32 |
| 2. | Slight potential | 25-35 | Site inspection and surveying, preliminary study, detailed report. | |
| 3. | Moderate potential | > 35 | Boreholes, piezometers, lab tests, surveying, detailed report. | |

NOTES: a) Choose only one from each category; compare total rating value with above requirements.
b) If there is a water body (stream, creek, river, pond, bay, lake) at the slope toe; the potential for toe erosion and undercutting should be evaluated in detail and, protection provided if required.

TABLE 7.4 - Slope Inspection Record

1. FILE NAME / NO.
INSPECTION DATE (DDMMYY):
WEATHER (circle): ◦ sunny ◦ partly cloudy ◦ cloudy
◦ calm ◦ breeze ◦ windy
◦ clear ◦ fog ◦ rain ◦ snow
◦ cold ◦ cool ◦ warm ◦ hot
estimated air temperature:
INSPECTED BY (name):

2. SITE LOCATION (describe main roads, features)

SKETCH

3. WATERSHED Sangster Lake

4. PROPERTY OWNERSHIP (name, address, phone):

LEGAL DESCRIPTION
Lot Parts of Lot 7 and 8
Concession Concessions 3, 4
Township South Frontenac
County County of Frontenac, On.

CURRENT LAND USE (circle and describe)
◦ vacant - field, bush, woods, forest, wilderness, tundra,

◦ passive - recreational parks, golf courses, non-habitable structures, buried utilities, swimming pools,

◦ active - habitable structures, residential, commercial, industrial, warehousing and storage,

◦ infra-structure or public use - stadiums, hospitals,
schools, bridges, high voltage power lines, waste management sites,

5. SLOPE DATA
HEIGHT ◦ 3 - 6 m ◦ 6 - 10 m ◦ 10 - 15 m ◦ 15 - 20 m
◦ 20 - 25 m ◦ 25 - 30 m ◦ > 30 m
estimated height (m):

INCLINATION AND SHAPE
◦ 4:1 or flatter 25 % 14° ◦ up to 3:1 33 % 18½° ◦ up to 2:1 50 % 26½°
◦ up to 1:1 100 % 45° ◦ up to ½:1 200 % 63½° ◦ steeper than ½:1 > 63½°

6. SLOPE DRAINAGE (describe)
TOP -
FACE -
BOTTOM -

7. SLOPE SOIL STRATIGRAPHY (describe, positions, thicknesses, types)
TOP Less than 300 mm of soil with exposed bedrock

FACE Less than 300 mm of soil with exposed bedrock

BOTTOM -

8. WATER COURSE FEATURES (circle and describe)
SWALE, CHANNEL

GULLY

STREAM, CREEK, RIVER

POND, BAY, LAKE

SPRINGS

MARSHY GROUND

9. VEGETATION COVER (grasses, weeds, shrubs, saplings, trees)
TOP Moderate

FACE Light

BOTTOM Light

10. STRUCTURES (buildings, walls, fences, sewers, roads, stairs, decks, towers, )
TOP -

FACE -

BOTTOM -

11. EROSION FEATURES (scour, undercutting, bare areas, piping, rills, gully)
TOP -

FACE -

BOTTOM -

12. SLOPE SLIDE FEATURES (tension cracks, scarps, slumps, bulges, grabens, ridges, bent trees)
TOP -

FACE -

BOTTOM -

13. PLAN SKETCH OF SLOPE

See attached - Appendix A

14. PROFILE SKETCH OF SLOPE

See attached - Appendix A

Quinte CONSERVATION

2061 OLD HIGHWAY 2, RR#2, BELLEVILLE, ON, K8N 4Z2
**PHONE:** (613) 968-3434 • **FAX:** (613) 968-8240
www.quinteconservation.ca

# QUINTE CONSERVATION - PLANNING ACT REVIEW

**QC File No. PL0108-2025**

| | | | |
|---|---|---|---|
| **Municipality:** | **Township of South Frontenac** | | |
| **Landowner:** | **Burnie Root** | | |
| **Location:** | **Vacant, unaddressed parcel fronting on Steve Babcock Lane and Sangster Lake** | **Part Lot 7 & 8, Concession 3** | **Bedford** |
| **Roll #:** | **1029020040085000000** | | |
| **Application Description:** | **Minor Variance Appl'n File No. PL-ZNA-2025-0021** | **Seeking relief to permit the construction of a new seasonal dwelling and a septic system. The proposed 60 square metre (7.6m x 7.9m) two-storey seasonal dwelling requires zoning relief to be setback 22 m from the highwater mark of the wetland to the west, and 6m from the top of bank to the west. The proposed septic system requires zoning relief to be setback 19.5m from the highwater mark of the wetland to the west, and 6m from the top of the bank to the west.** | |
| **Regulated Features:** | **Steep slope adjacent to Sangster Lake and unevaluated wetlands** | | |

**Comments:**

**Natural Hazard policies of the Provincial Policy Statement and Quinte Conservation Planning Act Review policy, and Ontario Regulation #41/24 (Regulation of Prohibited Activities, Exemptions and Permits)**

Conservation Authorities have Provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the Provincial Policy 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 have reviewed the *Slope Stability Analysis* prepared by Groundwork Engineering Limited, last revised December 13, 2024. Two steep slopes, east and west of the proposed building site are founded on bedrock where the consultant notes no active erosion on either slope face or slope toe.

As per Ministry of Natural Resources and Forestry (MNRF) recommended 6-metre erosion access allowance (Section 3.4, *Technical Guide for Reiver and Stream Systems: Erosion Hazard Limit*, MNR), Quinte Conservation requires that a minimum 6 metre access allowance be applied to the top of a stable slope. Drawing Number C-101, titled "Site Plan" dated December 13, 2024, by Groundwork Engineering Limited illustrates the proposed dwelling, sewage system and well are located beyond a 6-metre setback from the top of bank for east and west slopes.

The site plan drawing also illustrates that the proposed development will be sited beyond Quinte Conservation's 15 metre setback from the 1:100-year flood plain of Sangster Lake, consistent with Section 4.13 of *Quinte Conservation Watershed Regulation O.Reg. 41/24 Policy Manual*, April 2024. Further, Quinte Conservation would apply a 15-metre setback from the wetlands to the west (per Section 8.4.7 of Quinte Conservation's *Policy Manual*). As the location of the 1:100-year flood plain is similar to the wetland boundary, Quinte Conservation has no concerns with the minor variance application and staff are satisfied that the application as presented is consistent with Section 5.2 of the PPS.

The subject lands lie within the regulated area of a steep slope adjacent to Sangster Lake, and unevaluated wetlands (by virtue of Ontario Regulation #41/24 – Regulation of Prohibited Activities, Exemptions and Permits). 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. Note, the owners have applied for a permit with this office for the proposed development. The file will remain on hold, pending approval of the minor variance.

| | |
|---|---|
| | **Quinte Region Source Protection Plan**<br><br>Quinte Conservation provides Risk Management services as prescribed by the *Clean Water Act*, 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 not applicable as the subject property lies outside of an intake protection zone or wellhead protection area for a municipal drinking water system. As such no Section 59 Clearance Notice is required.<br><br>**Other Potential Township Studies**<br><br>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. |
| **Final Comments:** | Based on the provided *Slope Stability Analysis*, prepared by Groundwork Engineering Limited, last revised December 13, 2024, Quinte Conservation has no objection to the application as presented. The location of the proposed dwelling and sewage system are located beyond a 6 metre setback from the stable top of bank, and beyond a 15 metre setback from the flood plain and wetlands.<br><br>The owners currently have a permit application file with this office. It will remain on hold, pending approval of the minor variance. Staff request that a copy of the decision on the application be forwarded to this office, when available. |

Sam Carney
Planning Technician

April 28, 2025
Date

***And***:
Mark Boone,
Regulations Officer

**Township of South Frontenac**
**Building Services**
4432 George Street, Box 100
Sydenham, ON K0H 2T0
613-376-3027
www.southfrontenac.net

# Sewage System Review Comments

| | |
|---|---|
| **To:** | Secretary-Treasurer, Committee of Adjustment<br>Township of South Frontenac<br>4432 George St, Box 100<br>Sydenham, ON K0H 2T0 |
| **Application Number:** | PLZNA20250021 |
| **Type of Application or Proposal:** | Planning Sewage Review - Minor Variance |
| **Applicant:**<br><br>**(if applicable) Agent:** | Burnie Root |
| **Location:** | 102902004008500<br><br>BEDFORD CON 3 PT LOTS 7 AND;8 AND RP 13R2933 PARTS 1 TO;3 |
| **Comments:** | No objection to the proposed sewage system location. Based on the site visit, there is not a more practical location for the proposed sewage system anywhere else in the building envelope due to site constraints. |
| **Building Inspector:** | Matthew Doyle |
| **Date:** | April 14, 2025 |

**To:** **Committee of Adjustment**

**From:** **Development Services Department**

**Date of Meeting:** **May 8, 2025**

**Subject:** **Minor Variance Application (S. 45(1) of Planning Act)**
**PL-ZNA-2025-0021, Root, Steve Babcock Lane, Loughborough District**

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## Summary

This report recommends that the Committee of Adjustment grant approval of the subject application for zoning relief for a seasonal dwelling and sewage system, subject to conditions, as this application meets the four tests of a minor variance outlined in section 45(1) of the Planning Act.

## Background

The subject property has an irregular lot configuration, with its northwestern corner fronting on Thirty Island Lake and its northeastern corner fronting on Sangster Lake. The subject property also features a series of wetlands. A large wetland with connections to both lakes exists on the north half of the property. A smaller wetland connected to Sangster Lake exists on the east side of the property. The northeaster corner of the property (i.e., the location of the proposed building envelope) forms a high, narrow plateau overlooking Sangster Lake. The proposed building envelope is bounded by the small wetland to its south, the shoreline of Sangster Lake to its east and North, and the large wetland to its west.

A previous owner of the subject property applied for and received a minor variance from the Township in 2012. The variance was for a larger dwelling than what is currently being proposed and spoke to setback reductions to the top of bank to the southeast and the highwater mark of the Sangster Lake to the southeast. Planning Staff reviewed the 2012 variance and determined that it did not address all the necessary setbacks to proceed with the proposed development.

## Official Plan Designation:

The subject property is predominantly zoned Rural, including the proposed development area. A portion of the large wetland existing on the north half of the property is designated Environmental Protection.

**Zoning:** Rural (RU)

## Proposal

This proposal seeks relief from Zoning By-law 2003-75, as amended, to permit the construction of a seasonal dwelling and sewage system on the subject property. The applicant proposed to construct ~60sqm (7.6m x 7.9m) two-storey seasonal dwelling. The proposed structure and sewage system require zoning relief to be setback less than 30m from the highwater mark a waterbody (wetland) and less than 15m from the top of bank.

The proposed seasonal dwelling and septic system would comply with the minimum 30m setback from the wetland to the south and Sangster Lake to the east. The dwelling would also comply with the minimum 15m setback from the top of bank to the east.

## Zoning Relief Requested

Section 5.8.2 (b) – To permit a seasonal dwelling and sewage system to be setback 6m from the top of bank located to the north and west of the proposed structure locations, whereas the Zoning By-law requires a minimum of 15m.

Section 5.8.2 (a) – To permit a sewage system to be setback 19.5m from the highwater mark of the wetland to the west, whereas the Zoning By-law requires a minimum of 30m.

Section 5.8.2 (a) & Section 10.3.1 – To permit a seasonal dwelling to be setback 22m from the highwater mark of the wetland to the west, whereas the Zoning By-law requires a minimum of 30m.

## Related Applications

The lands are not subject to any additional applications under the Planning Act.

## Property Description

The subject property is approximately 10Ac in area. The property is irregular in shape with partial frontage on Sangster Lake (northeast corner), Thirty Island Lake (northwestern corner), and Steve Babcock Lane (southwester corner). The property is accessed via Steve Babcock Lane which partially extends into the property in a southwestern direction, providing access to two residential properties further north. The property is presently vacant. The surrounding area is characterized by residential uses.

## Supporting Documentation

A slope stability assessment (Groundworks Engineering Limited, Nov. 29, 2024, Rev: Dec 13, 2024) was submitted in support of the application. The report concluded that the slopes on the subject property are composed mainly of bedrock and are considered stable. Additionally, the report calculated an erosion hazard limit of 20m for the two shoreline slopes, which includes the 6m erosions access allowance. The dwelling and septic system would be setback 6m from the stable top of bank of the shoreline slope to the west, consistent with the Provincial minimum.

## Agency and Department Comments

**Quinte Conservation** provided comments on April 28, 2025. Their staff have no objection to the proposed minor variance based on consideration for natural hazards and Ontario Regulation 41/24 Implementation Policies. Additionally, QC Staff reviewed the submitted slope stability assessment and confirmed that the 6m setback from the top of bank was appropriate. It was noted that the property owner had previously applied for a permit from Quinte Conservation. The permit file will remain on hold, pending approval of the minor variance.

**Building Services** provided comment on April 14, 2025. Building Services Staff have no objection to the proposed sewage system location. Further, it was noted that there is not a more practical location anywhere within the building envelope due to site constraints. Building permits will be required for both the dwelling and septic system.

## Public Comments

No public comments were received at the time of writing this report.

## Planning Analysis

The proposal needs to be assessed against the four tests of a minor variance outlined in Section 45(1) of the Planning Act. It is the opinion of Planning staff that the proposal meets the four tests as explained below.

### Does the variance maintain the general intent and purpose of the Official Plan?

The subject lands are predominantly designated Rural on Schedule A of the Township Official Plan. The type and amount of development on rural lands must maintain the rural character, natural heritage and cultural landscape in the Township. A seasonal dwelling is a permitted use in the Rural designation.

Section 5.2.4 of the Official Plan states that the Township will direct development or site alteration away from lands which may be subject to shoreline erosion hazard. This is typically addressed through a 15m setback from the top of bank, as required by the Zoning By-law. The applicant submitted a slope stability assessment which concluded that the slopes on the subject property are considered stable. The proposed seasonal dwelling and sewage system would be setback 15m from the top of bank of the slope to the east but would be 6m from the top of bank of the slope to the west. This setback would satisfy Provincial access standards, so vehicles and people have a way of safely entering and exiting the area during times of erosion or other emergencies, and for future maintenance between the development and the slope. Therefore, the 6m setback is interpreted as appropriate.

Section 5.2.7 of the Official Plan requires buildings and structures, including sewage disposal system leaching beds, to be setback a minimum of 30m from the highwater mark of a waterbody. A wetland is considered to be a waterbody. The purpose is to minimize environmental and visual impacts by reducing phosphorus inputs, preventing erosion and by maintaining the natural appearance of the shoreline. The proposed building envelope is located between the shoreline of Sangster Lake to the east, and the boundary of a wetland

to the west. The seasonal dwelling would be exactly 30m from the highwater mark of Sangster Lake and 22m from the highwater mark of the wetland. The proposed sewage system would be 30m from the highwater mark of Sangster Lake and 19.5m from the highwater mark of the wetland. Therefore, it is the opinion of planning staff that the highwater mark setback has been maximized to the greatest extent possible within this portion of the subject property.

It is the opinion of Township Planning Staff that the proposed variances maintain the general intent and purpose of the Official Plan, specifically the policies related to rural residential development, and development adjacent to environmentally sensitive area.

### Does the variance maintain the general intent and purpose of the Zoning By-law?

A seasonal dwelling is a permitted use in the RU Zone. The proposal would comply with all Zoning By-law requirements except for minimum setback from the highwater mark of a waterbody, and minimum setback from the top of bank.

Section 5.8.2 of the Zoning By-law directs development away from slopes which are greater than 30% from horizontal. This is typically accomplished through a 15m setback from the top of bank. The proposed dwelling and septic system will meet the 15m setback from the top of bank of the slope to the east but would be setback 6m from the top of bank of the slope to the west. As previously discussed, the proposed 6m setback would satisfy both Quinte Conservation regulatory guidelines and provincial access standards. Further, the incorporation of appropriate erosion control measures and the maintenance of a healthy shoreline buffer will assist in stabilizing soil during construction and over the long-term.

The General Provisions and the RU zone require a 30m setback from the highwater mark of a waterbody. As previously discussed, the highwater mark setback has been maximized when considering existing constraints. The proposed location would also have the effect of minimizing tree removal and site alteration.

It is the opinion of Township Planning Staff that the proposed variances maintain the general intent and purpose of the Zoning By-law.

### Is the requested variance desirable for the appropriate development or use of the land, building or structure in question?

The requested variances are desirable for the appropriate development of the land. Given the physical constraints of the property, the highwater mark and top of bank setbacks have been maximized in all directions.

### Is the variance minor?

The requested variances are minor as they maintain the general intent and purpose of the Official Plan and Zoning By-law. The requested variances are also desirable for the appropriate development of the land. There are no anticipated negative impacts on surrounding properties, Sangster Lake, or the wetland to the west as a result of the proposed seasonal dwelling and sewage system.

## Notice/Consultation

Notice of the Statutory Public Hearing was given pursuant to the requirements of the Planning Act, at least 10 days in advance of the Public Hearing. This included notice given:

- by mail to every owner of land within 60 metres of the subject lands
- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

## Recommendation

It is recommended that the Committee of Adjustment receive comments from the public and, pending comments received, **approve** application PL-ZNA-2025-0021 for minor variances from Zoning By-law No. 2003-75, as amended, for the property with Assessment Roll Number 10290200408500 to allow:

1. A seasonal dwelling to establish a minimum 22m front yard, to be setback a minimum of 22m from the highwater mark of the wetland to the west, and to be setback a minimum of 6m from the top of bank of the slope to the west; and

2. For the associated sewage system to be setback 19.5m from the highwater mark of the wetland to the west, and to be setback a minimum of 6m from the top of bank of the slope to the west

Approval should be subject to the following conditions:

1. The location of the dwelling and sewage system must be generally consistent with the plot plans (Hopkins Chitty Land Surveyors Inc., Dated September 26, 2024, Rev: February 18, 2025) and (Drawing No C-101, Groundwork Engineering LTD., Dated February 7, 2025) which will be attached to the decision as a schedule.

2. The Owner shall enter into a Development Agreement to be registered on the title of the property to the satisfaction of the Township to address the following matters and environmental standards of the Township:

    a. Appropriate erosion control measures (e.g. silt fence, straw bales) must be used during construction and until the site is stable and revegetated.

    b. Roof runoff will be directed away from Sangster Lake and the wetlands and discharged to natural or constructed leaching pits/areas to maximize infiltration or onto coarse rock rubble splash pads to reduce the velocity of runoff.

    c. A natural vegetated buffer must be maintained in its natural state within 30 metres of Sangster Lake and the wetlands, except in the immediate area of the building envelope.

3. At the building permit stage and prior to construction of the dwelling footings, the Owner shall have the proposed location of the seasonal dwelling and sewage system pinned and its setbacks from the highwater mark and the top of banks confirmed to be compliant with Zoning By-law No. 2003-75, as amended, and with the minor variances granted by the Committee of Adjustment through the submission of a letter of verification by an Ontario Land Surveyor, to the satisfaction of the Township's Chief Building Official or their designate.

**Report Prepared By:**

Noah Perron, Planner

**Report Reviewed By:**

Christine Woods, RPP, MCIP, Manager of Planning

SOUTH FRONTENAC

**TOWNSHIP OF SOUTH FRONTENAC**
**APPLICATION FOR MINOR VARIANCE**
**OR PERMISSION (s. 45(2))**
Updated January 2025

The Committee of Adjustment is a Committee of eight persons appointed by Township Council. The Committee is formed under Section 45 of the *Planning Act* R.S.O. 1990, Chapter P.13, to authorize a minor variance from a zoning by-law or permission under s. 45(2) to alter a legal non-conforming use.

**The Committee may vary Zoning By-law provisions provided the Committee is of the opinion that the variance:**

- Is desirable for the appropriate development or use of the land, building or structure
- Maintains the general intent and purpose of the Official Plan.
- Maintains the general intent and purpose of the Zoning By-law.
- Is minor in nature

**The Committee may grant permission to enlarge or extend a structure or alter the use of the lands where any land, building or structure, on the day the by-law was passed, was lawfully used for a purpose prohibited by the by-law.**

**Application Requirements**

1. It is required that one (1) copy of this application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the **sketch,** accompanied by a **non-refundable fee** in accordance with the chart below in cash, or by debit card, credit card or cheque made payable to the Township of South Frontenac.

| **Application Type:** | **Planning Application Fee:** |
|---|---|
| 1-3 Variances | $1,249.00 |
| 4+ Variances | $1,468.00 |
| After building without a permit | $2,241.00 |

2. It is required that a Fee be provided for the Township to review onsite sewage disposal and Conservation Authority (where applicable) when submitting an application (Separate **cheques**, payable to the applicable Conservation Authority, are to be submitted with the application).

| | |
|---|---|
| Township of South Frontenac<br>*Minor Variance Only*<br>*Minor Variance WITH Performance Review*<br>*Minor Variance in combination with a new Class 2, 3, 4, or 5 sewage system other than a Class A system* | Previously Paid → $463.00<br>$720.00<br>$1,183.00 |
| Cataraqui Region Conservation Authority | $445.00 |
| Quinte Conservation Authority | $450.00 |
| Rideau Valley Conservation Authority | $410.00 |

Please Note: These fees are for **consultation** on this application only; these agencies may require additional permit applications and fees prior to any construction.

3. **PLEASE READ THIS ITEM CAREFULLY**

Each applicant shall provide a sketch showing the dimensions of the subject land and of all abutting lands as outlined in Question 29 of the application. The sketch should be accurately dimensioned and scaled in either Imperial or Metric measures. This sketch, in conjunction with the Application Form, is the basis for the analysis of the Minor Variance Application by the Committee of Adjustment. It is strongly recommended that the applicant spend the necessary time to carefully and thoroughly assemble the data and transfer the data to the sketch. It is important that the sketch be drawn with accurate dimensions and measurements. Any application which does not include the above required information may not be accepted. In this regard, the applicant may wish to secure the assistance of a person who specializes in the drafting of such sketches. A guide to answering the application questions is attached.

4. **Collection of Personal Information**

Personal information requested herein is required under the *Planning Act*, 1990 as amended. This information will be used by the Committee of Adjustment/Land Division Committee for the purpose of reviewing the above referenced application, and may be made available to those boards, Commissions, Authorities, Agencies and Persons having an interest in this matter. Any questions regarding the collection of this information should be directed to the Secretary Treasurer of the Committee of Adjustment (P.O. Box 100, Sydenham, Ont., K0H 2T0, Phone 376-3027 ext.2224).

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

Date Received: February 26, 2025 File No: ZNA-2025-0026

Pre-Consultation for this application ☐ Yes ☐ No

Planner: C. WOODS. Date of pre-consultation: FEB 26, 2025.

1. Name of Owner(s): MULROONEY AGGREGATES.

**Full Mailing Address** of Owner(s): MACADO LANE, KINGSTON, ON.

Phone number of Owner(s): [redacted]

Email Address of Owner(s): N/A.

2. If the applicant is **NOT** the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application, must accompany the application.

Name of Authorized Agent: T. GARY BEACH

**Full Mailing Address** of Authorized Agent: P.O. BOX 122, INVERARY, ON K0H 1X0

Phone number of Authorized Agent: [redacted]

Email Address of Authorized Agent: [redacted]

Agent as named above is hereby authorized to act on behalf of the owners for purposes of processing this application for Minor Variance.

ON FILE WITH PRIMARY APPLICATIONS.
Signature(s) of Owner(s)

3. The description of the subject land: PL-BDT-2023-0001, PL-BDT-2023-0002

District: ☐ Bedford ☐ Portland ☐ Loughborough ☑ Storrington

Concession Number: LOT CONC. 1 Lot Number: PART LOT 24

Street Number: N/A. Name of Road/Street: PRINCESS ROAD - NORTH

Reference Plan Number: 13R-23286. Part Number(s) ① WEST LOT - PT 1 SIDE ② EAST LOT - PT 2.

Roll Number:

PIN # 36294-0224.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

4. The frontage(s), depth and area of the subject land. ① WEST LOT ② EAST LOT.

Frontage (on water): N/A Frontage (on road/lane): ① 76.00m ② 72.00m

Depth: ① 160m ② 160m Area: ① 12,160 sq. m ② 11,520 sq. m

5. The current zoning of the subject land:

RURAL.

6. The nature and extent of the relief from the Zoning By-law: PL-BDT-0001, 0002

①+② WITHIN AN INFLUENCE AREA OF A QUARRY EQUIVALENT (SAND PIT.)

③ PL-BDT-0002, LOT FRONTAGE DEFICIENT @ 72m (EAST LOT).

7. The reason why the proposed use cannot comply with the provisions of the Zoning By-law:
THE PROPOSED LOTS ARE WITHIN AN AREA OF 300-500 METRES OF MCGARVEY RD LANDSCAPE STONE QUARRY. (INFLUENCE AREA.)

8. Does the subject property front on a municipally maintained road? ☑ Yes ☐ No

**OR** a privately maintained road? ☐ Yes ☒ No

Name of Road/Lane:
PRINCESS ROAD.

9. **If access to the subject property is by water only**, please indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road.

N/A

10. What are the existing uses of the subject land?

VACANT - HAY

11. Please indicate whether there are any **EXISTING** buildings or structures on the subject land. (I.e. residence, garage, shed, etc.)

☐ Yes ☑ No

12. If the answer to item 11 is yes, **for EACH building or structure** indicate:

| **Type of Structure (E.g. residence)** | **(1)** | **(2)** | **(3)** | **(4)** |
|---|---|---|---|---|
| **Setback from Front Lot Line** | | | | |
| **Setback from Rear Lot Line** | | | | |
| **Setback from Side Lot Line** | | | | |
| **Height of Building** (Also indicate if it is one story or two story) | | | | |
| **Dimensions of Floor Area** | | | | |
| **Setback from High Water Mark (If applicable)** | | | | |

13. The proposed uses of the subject land:

RESIDENCES

14. Are any building(s) or structure(s), or additions to existing building(s) or structure(s), **PROPOSED** to be built on the subject land?

☐ Yes ☑ No

15. If the answer to item 14 is yes, for each proposed addition, building or structure indicate:

| **Type of Structure (E.g. residence)** | **(1)** | **(2)** | **(3)** | **(4)** |
|---|---|---|---|---|
| **Setback from Front Lot Line** | | | | |
| **Setback from Rear Lot Line** | | | | |
| **Setback from Side Lot Line** | | | | |
| **Height of Building** (Also indicate if it is one story or two story) | | | | |
| **Outside Dimensions of Building/Structure** | | | | |
| **Setback from High Water Mark (If applicable)** | | | | |

NOTES: 1) If the subject property is on waterfront, and on a private lane, the setback from the front lot line and the setback from the high water mark will be the same.
2) The dimensions required in this question relate to the **NEW CONSTRUCTION ONLY**, and **NOT** to the total size of the completed building.

16. Do your plans include any **DEMOLITION** of existing structures? ☐ Yes ☑ No

If yes, please provide details:

_____

17. Do your plans include the **RAISING** of an existing structure? ☐ Yes ☑ No

If yes, please provide details:

18. What are the uses of the proposed development?

| | | | |
|---|---|---|---|
| (a) | Increase in number of bedrooms | ☐ Yes | ☑ No |
| (b) | Increase in plumbing fixtures | ☐ Yes | ☑ No |
| (c) | Increase in living space | ☐ Yes | ☑ No |
| (d) | Will the addition or structure encroach on the existing septic system? | ☐ Yes | ☑ No |

19. The date the subject land was acquired by the current owner:

1980s.

20. The date the existing buildings and structures were constructed on the subject lands:

N/A.

21. The length of time that the existing uses of the subject land have continued:

SINCE PURCHASING.

22. Indicate whether water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake, or other water body, or other means:

PRIVATELY OWNED + OPERATED INDIVIDUAL WELLS.

23. Indicate whether sewage disposal is provided to the subject land by a publicly owned and operated sewage system, a privately owned and operated individual or communal septic system, a privy, or other means:

PRIVATELY OWNED AND OPERATED INDIVIDUAL SEPTIC SYSTEM.

24. Is storm drainage provided by sewers, ditches, swales or by other means?

DITCHES / SWALES

25. Please indicate whether the subject land is subject of an application under the Planning Act for approval of a Plan of Subdivision or Consent.

☐ Yes ☑ No

26. If the answer to question 25 is yes, please give the file number of the application and the status of the application.

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27. If known, please indicate whether the subject land has ever been the subject of an application under Section 43 of the Planning Act (Minor Variance).

☐ Yes ☑ No

28. If the answer to item 27 is yes, please give the file number of the application and the status of the application.

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29. A **SKETCH** must be submitted showing the following:

i) THE SKETCH **MUST** HAVE A NORTH ARROW AT THE TOP OF THE PAGE.

ii) The boundaries and dimensions of the subject land including the location of any existing and proposed buildings.

iii) The location of a reference point……i.e. distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.

iv) The location of all abutting (neighbours') lands.

v) The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, barns, wetlands, wooded areas, wells and septic tanks. Show distance of these features from the applicant's property lines.

****Note:** ** The distances to on-site and abutting owners' wells, septic fields and barns, from the property to be varied, **IS REQUIRED** to be shown. The **SKETCH** is of significant importance and should be prepared as carefully, neatly and accurately as possible.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## AGREEMENT TO INDEMNIFY

Attached to this application is a cheque payable to the Township of South Frontenac representing payment of the application fee.

The Owner/Applicant/Agent agrees that the information recorded in this Minor Variance Application Form is accurate. The Owner/Applicant/Agent agrees that representatives of the Township and, where applicable, the appropriate Conservation Authority, may enter onto the subject property for the purpose of determining the appropriateness of the site for the proposed development.

The Owner/Applicant/Agent agrees to reimburse and indemnify the municipality for all fees and expenses incurred by the municipality to process the application, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend Council's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the municipality may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/Applicant/Agent further agrees to provide the municipality, upon request and in cases where an application has been appealed to the Ontario Land Tribunal, with a deposit (over and above the normal application fee), from which the municipality may, from time to time charge any fees and expenses incurred by the municipality in order to process the application. If such appeal expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the municipality, with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days,

The Owner/Applicant/Agent further agrees that, until such requests have been complied with, the municipality will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application:

DATED AT THE TOWNSHIP OF SOUTH FRONTENAC

THIS 24TH DAY OF FEBRUARY, 20 25.

I, T. GARY BEACH OF INVERARY ON.
solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made [redacted]anada Evidence Act.

[redacted]ed Agent

Signature of Applicant or Authorized Agent

DECLARED before me at the TOWNSHIP OF SOUTH FRONTENAC (IN THE COUNTY OF FRONTENAC)

THIS 25TH DAY OF FEBRUARY, 20 25

Kamila Seitkhanova
A Commissioner, etc.

Kamila Seitkhanova, a Commissioner, etc.,
Province of Ontario, for the Corporation of
the Township of South Frontenac.
Expires August 14, 2027.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## A Guide to Completing the Minor Variance Form

1) The names of **all** owners must appear in this section, even if they live in separate residences, and the address(es) should be the **full mailing address, complete with postal code**.

2) You may wish to appoint someone to act on your behalf during the variance process. If so, that person's name, address and phone number should appear here All owner's must sign the authorization.

3) Description of the Subject Land:
   a. District: The Districts are the same as the former Townships. If you are not sure, check the roll number (the long number beginning with 1029) on your tax bill. If the numbers are 010, 020 or 030, your district is Bedford; if the numbers are 040-050, your district is Loughborough; if the numbers are 060 or 070, your district is Storrington; and if the numbers are 080, your district is Portland.
   b. Concession and Lot Numbers: if you are not sure, check your tax bill
   c. Street Number: Your civic address – if a civic number has not been assigned, leave this space blank.
   d. Name of Road/Street: This question applies whether or not you are on a private lane or a public road.
   e. Reference Plan No: If your property has been surveyed, it will have a plan number, and one or more parts on that plan. If your property has not been surveyed, leave this space blank.
   f. Roll No: This is the number beginning with '1029' which appears on your tax bill. Please take time to look it up before submitting the application.

4) Frontage, depth, area, acres: All parts of this question must be completed.

5) Current zoning: You may not be aware of the zoning on your property and this can be determined when you come in for pre-consultation with planning staff.

6) Nature and Extent of Relief: This question is asking what you are asking to do that requires the variance – for example, it could be that you are asking to be 25 m rather than 30 m from the high water mark, or that you are asking to increase the height of a structure within 30 m of the high water mark, or that you are seeking a variance to construct an accessory building closer to the front lot line than the principal building.

7) Reason why you can't comply: In other words, why can you not meet the required setbacks. It could be, for example, because you are seeking a variance to add on to an existing structure that is already too close to the water, or that developing further from the water would be impossible because of a steep embankment.

8) Roads: Municipally maintained roads are looked after by the Township; private roads are lanes that residents maintain themselves (not private driveways, but lanes that provide access to your property and that are generally shared with others).

9) Parking and Docking: This question is only relevant is you can only access your property by water.

10) Existing Uses: e.g. residential, retail business, vacant recreational land

11) Buildings: If there are **ANY** buildings or structures on the property now, the answer to this question is "yes".

12) Description of buildings and structures: You must complete all sections of this question for each structure on your property. **If there is a deck on your dwelling, please describe it separately from the residence.**

13) Proposed Uses: Generally, the answer to this question will be the same as the answer to #10, but if, for example, the land is currently vacant, and you are planning to construct a dwelling, then the use to be described in section 10 would be "vacant recreational land", and the use described in section 13 would be "residential"

14) Proposed structures: If you are planning to build **ANYTHING** on the property, the answer to this question is "yes" – This includes additions, decks, garages, septic systems.

15) Description of new construction: **ALL** proposed new development must be described here. If you are proposing to construct an addition to a dwelling, and to add a deck, please show this information in separate columns.

16) **Demolition: All demolition requires a permit from the building department.** In some instances, a proposed addition or increase in height cannot be accomplished without the removal of existing walls. If this is not made clear to the Committee at the beginning of the process, you may find that, although you are granted permission to add on to your residence, you can't actually do it because you have not made it clear that there is demolition involved.

17)Raising of Structure: In other words, are you proposing to raise the building in order to construct a basement under it.

18)Uses of Development: Please answer each part of this question. An increase in living space would include anything with walls – e.g. a screened porch would involve an increase in living space.

19)Date land acquired: When did you take possession of the property?

20)Date of existing buildings: If you are not sure, provide your best estimate.

21) Length of existing uses: For example, has the land been used for residential purposes for 30 years, or 18 months?

22) Water supply: in most cases the answer will be private well, but some waterfront properties take their water from a lake.

23) Septic: in most cases the answer will be private sewage system, but there may be some privies.

24) Drainage: Are there specific ditches that have been constructed to deal with drainage; is there natural drainage, etc.?

25) Application for consent: Is there currently an application for consent (severance) being proposed for the property?

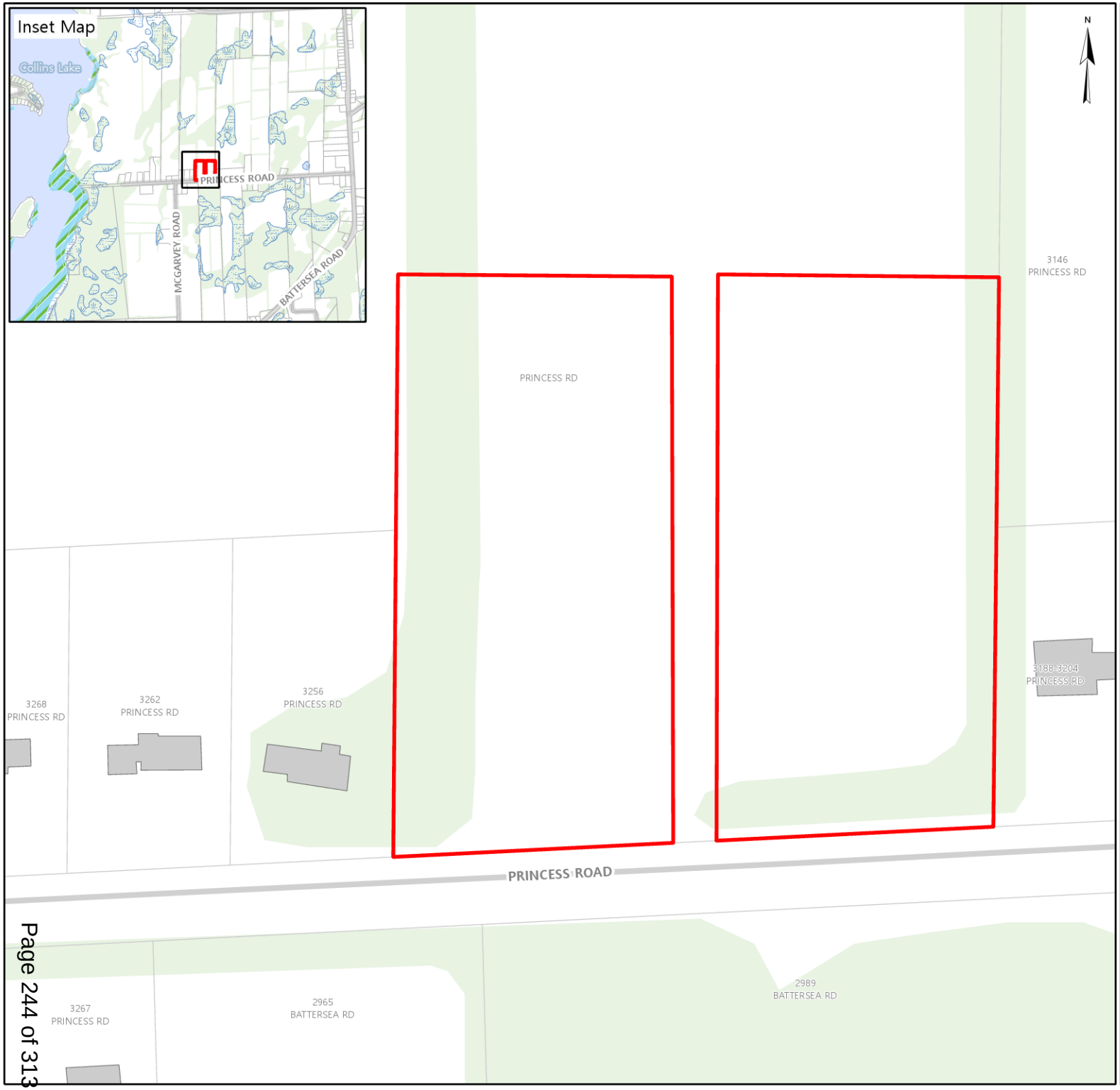
26) If yes: If there is a current application for severance or subdivision on the property, please indicate the file number. (Staff can help provide this information)

27) Minor variance: Has there ever been a minor variance granted on the property? If you are long-time owner of the property, you will probably be aware of any other special permission granted for a variance to the zoning by-law. If you are a new owner, the seller will probably have made you aware of this.

28) If yes: If there has been a previous variance granted on the property, please indicate the application number if known, and what the details of the variance were.

29) **SKETCH: We cannot stress enough the importance of a detailed, accurate, and complete sketch. You do not necessarily need to contract with a professional to draw the sketch, but sketches that are not drawn to scale, do not show dimensions and distances, or are not drawn neatly (PLEASE USE A RULER), will not be accepted.**

30) **Agreement to Indemnify**: Must be signed in front of a commissioner of oaths – you may have this done before submitting the application, or sign the application in front of staff who can sign as commissioners. All owners must sign the application, or it can be signed by an agent if one has been appointed.




SOUTH FRONTENAC

# PL-ZNA-2025-0026

## (MULROONEY) PRINCESS ROAD

Legend

- Subject Lands
- Wetland
- Wooded Area
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Waterbody
- Township Boundary
- Road

Produced by the County of Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025.

While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale: 1:1,500

0 15 30 60 m

UTM Zone 18 NAD 83

Date: 28/02/2025

C & H REF. No. 2297

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

DATE November 11. 2024

W. Ronald Clancy

W. RONALD CLANCY
ONTARIO LAND SURVEYOR

PLAN 13R-23286

RECEIVED AND DEPOSITED

DATE December 12, 2024

Yang Liu

REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF FRONTENAC (No. 13)

**METRIC**

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

SCHEDULE

| PART | PART of LOT | CONCESSION | PART of PIN |
|---|---|---|---|
| 1<br>2 | 2 4 | 1 | 36294 0224 |

PARTS 1 and 2 constitute PART of PIN 36294 0224

# PLAN OF SURVEY
# of PARTS of LOT 24
# CONCESSION 1

Geographic Township of Loughborough

(formerly Township of Storrington)

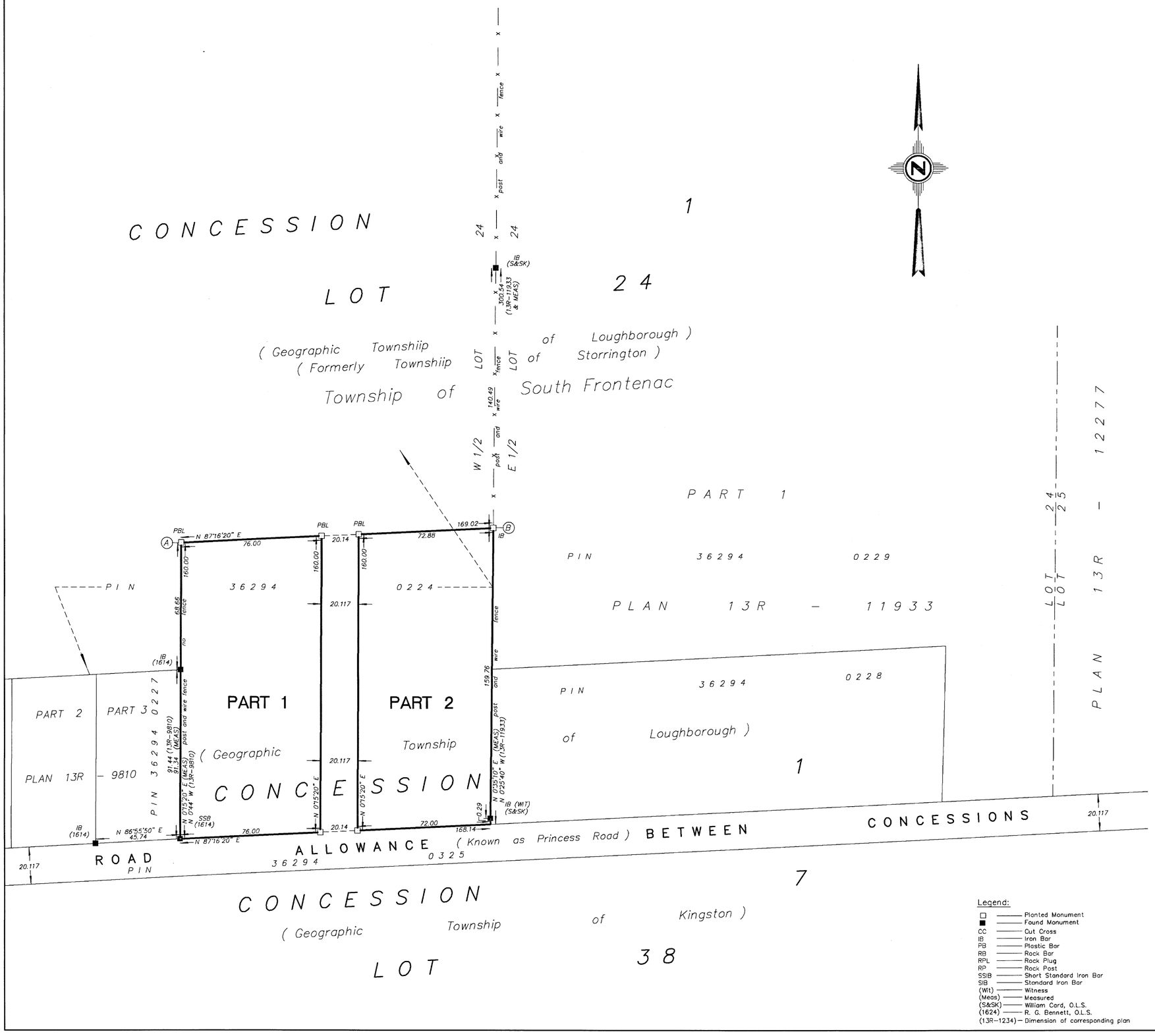
Township of South Frontenac

County of Frontenac

SCALE 1 : 1500

0 30 60 90 120 150 ( METRES )

CLANCY & HOPKINS
SURVEYING LTD.
ONTARIO LAND SURVEYORS
NAPANEE . ONTARIO
-2024-




BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A and B BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 18, NAD83(CSRS)(1997.0)

FOR BEARING COMPARISON, A ROTATION OF 1°00'20" COUNTER-CLOCKWISE MUST BE APPLIED TO CONVERT BEARINGS FROM GRID TO ASTRONOMIC.

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999730

OBSERVED REFERENCE POINTS (ORP's), UTM ZONE 18, NAD83 (CSRS) (1997.0)
COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

| POINT ID | NORTHING | EASTING |
|---|---|---|
| ORP A | 4 913 579.82 | 385 213.19 |
| ORP B | 4 913 587.82 | 385 382.02 |

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

Legend:

| | |
|---|---|
| □ | Planted Monument |
| ■ | Found Monument |
| CC | Cut Cross |
| IB | Iron Bar |
| PB | Plastic Bar |
| RB | Rock Bar |
| RPL | Rock Plug |
| RP | Rock Post |
| SSIB | Short Standard Iron Bar |
| SIB | Standard Iron Bar |
| (Wit) | Witness |
| (Meas) | Measured |
| (S&SK) | William Card, O.L.S. |
| (1624) | R. G. Bennett, O.L.S. |
| (13R-1234) | Dimension of corresponding plan |

FIELD WORK BY : J. Reynolds D. Craven T. Hamilton

PLAN DRAWN BY : W.R.C.

## SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 5th DAY OF NOVEMBER, 2024

November 11th, 2024

W. Ronald Clancy

W. RONALD CLANCY
ONTARIO LAND SURVEYOR

This plan of survey relates to AOLS Plan Submission Form Number V-80821

C & H REF. No. 2297

Township of South Frontenac

# Staff Report

**To:** **Committee of Adjustment**

**From:** **Development Services Department**

**Date of Meeting:** **May 8, 2025**

**Subject:** **Minor Variance Application (S. 45(1) of Planning Act) PL-ZNA-2025-0026, K. Mulrooney Trucking Limited (Beach), Princess Road, Storrington District**

## Summary

This report recommends that the Committee of Adjustment grant approval of the subject application for zoning relief for two new residential lots to be located 300m from a quarry, and for one of the lots to have reduced lot frontage, as this application meets the four tests of a minor variance outlined in section 45(1) of the *Planning Act*.

## Background

Consent applications PL-BDJ-2023-0001 and PL-BDJ-2023-0002 for two new rural residential lots were approved subject to conditions by the Director of Development Services on January 28, 2025.

Application PL-BDJ-2023-0001 is for the western lot. It will be approximately 1.2ha (3 acres) in size with 76m frontage on Princess Road. Application PL-BDJ-2023-0002 is for the eastern lot. It will be approximately 1.2ha in size with 72m frontage on Princess Road. The retained lot will be approximately 37ha in area with 20m of frontage on Princess Road and approximately 97m of frontage on Moreland-Dixon Road.

The southern two-thirds of the property are designated Rural, and the northern one-third of the property is designated Mineral Aggregate in the Township Official Plan. The property is zoned Rural (RU) and Pit 'B' (PB) in Zoning By-law No. 2003-75 as amended, corresponding with the areas of the Official Plan designations.

## Zoning Relief Requested

Section 5.34.2 – to permit two rural residential lots to be setback 300m from an existing quarry to the south, where the Zoning By-law may permit residential land uses on lands between 300m and 500m of an existing or proposed quarry provided a minor variance or rezoning application is approved by the Township.

Section 7.3.2 – to permit the eastern lot to have a minimum of 72m lot frontage, whereas a minimum 76m lot frontage is required for all rural residential lots.

## Property Description

The subject property is a large rural property located west of the Sunbury settlement area. The northern one-third of the property is an aggregate operation with a Class B Pit license (less than 20,000 tonnes extracted per year). The pit is accessed from Moreland-Dixon Road. The remainder of the property is a mix of fields and wooded areas.

The property is in an area with a mix of rural residential properties, large rural properties and agricultural properties. There is a pit and quarry aggregate operation on the south side of Princess Road, across from the property.

## Public Comments

None received prior to this staff report being finalized.

## Planning Analysis

The proposal needs to be assessed against the four tests of a minor variance outlined in Section 45(1) of the Planning Act. It is the opinion of Planning staff that the proposal meets the four tests as explained below.

### Does the variance maintain the general intent and purpose of the Official Plan?

The Township of South Frontenac Official Plan intends to protect wherever possible practical sand and gravel resources and a reasonable amount of bedrock resources for aggregate extraction and ensure that the resources are utilized in accordance with property controls. Existing licensed pits and quarries are designated “Mineral Aggregate” and are placed in either a Pit or Quarry zone depending on the type of operation and its annual tonnage production.

The Township Official Plan recognizes the concept of an influence area as a means of protecting mineral aggregates and existing quarries from incompatible land uses. For this reason, the Official Plan prohibits residential land uses within 300 metres of an existing or proposed quarry, within 150 metres of an existing or proposed pit above the water table, and 300 metres of an existing or proposed pit below the water table.

The Official Plan also intends to prevent incompatible land uses less than 500 metres but more than 300 metres from an existing quarry. The 500 metres is an influence area, which is not meant to be a strict buffer or setback area in which development is prohibited, but rather, it is an area where impacts may occur or may be experienced, and development may occur subject to a technical assessment.

A Mineral Aggregate Land Use Compatibility Report (Pro-Inspect, October 23, 2023) was submitted in support of the consent applications. The report reviewed the proposed lots in relation to the quarry south of Princess Road. The report concluded that the proposed lots would not result in any compatibility issues with the quarry that could not be addressed by the operational characteristics, controls and regulatory framework that currently exist with respect to the licenced aggregate operation.

Regarding the frontage of the eastern lot, Section 5.7.4(ii)(a) requires new lots to have a minimum 76m frontage on a public road. It also allows the municipality to consider reductions to this requirement provided the overall intent of the Official Plan is maintained. The eastern lot would have 72m frontage instead of 76m. Public Services noted that eastern lot would have adequate sight lines for an entrance. The reduced frontage would not impact the development potential of the lot.

The proposed variances meet the general intent and purpose of the Zoning By-law.

**Does the variance maintain the general intent and purpose of the Zoning By-law?**

Section 5.34.1 of the Zoning By-law prohibits residential land uses within 300m of an existing quarry. Section 5.34.2 specifies that residential land uses may be permitted on lands between 300m and 500m of an existing quarry provided a minor variance or rezoning application is approved by the Township.

The new lots would be more than 750m from the licensed pit on the north end of the subject property. The proposed lots would be 300m from the licensed pit/quarry site to the south. It is noted that the Mineral Aggregate designation and QA-1 zone shown on Township maps do not correspond to the licenced area because the northern boundary of the pit/quarry was reduced by 300m in June 2022.

The Mineral Aggregate Land Use Compatibility Report (Pro-Inspect, October 23, 2023) concluded that approval of the severance applications will not result in any incompatibility that is not able to be addressed by the operational characteristics, controls and regulatory framework that currently exist with respect to the *Aggregate Resources Act* (ARA) licensed site (ID 3145). Specifically, any proposed dwelling location on each of the lots would be more than 320m from the pit/quarry, and any negative land use compatibility outcomes would be mitigated by virtue of the minimum separation distances, the characteristics of the pit/quarry operation, pre-existing regulatory controls, and proximal existing residential development.

Regarding the frontage of the eastern lot, it would be 72m frontage instead of 76m. As noted above, the lot will have adequate sight lines for an entrance, and the development potential of the lot would not be impacted.

The proposed variances maintain the general intent and purpose of the Zoning By-law.

**Is the requested variance desirable for the appropriate development or use of the land, building or structure in question?**

The proposed variances will allow the creation of two new rural residential lots that would be compatible with nearby pits, quarries and livestock facilities, and would be comparable to existing residential lots on Princess Road.

The reduced frontage of the eastern lot was proposed to ensure that the retained parcel has a frontage of at least 20m on Princess Road. The 20m frontage on Princess Road is intended to ensure there would be sufficient width for a road into the retained lands should a plan of subdivision be proposed in the future. The retained parcel will continue to have approximately 97m of frontage on Moreland-Dixon Road, compliant with the RU zone.

**Is the variance minor?**

The requested variance is minor as it maintains the general intent and purpose of the Official Plan and Zoning By-law and is desirable for the appropriate development of the land. The deficient lot frontage of the eastern lot is minimal and would not impact its functionality. The deficient frontage does not affect the abutting lots in terms of spacing, privacy views, or character of the neighbourhood.

**Notice/Consultation**

Notice of the Statutory Public Hearing was given pursuant to the requirements of the Planning Act, at least 10 days in advance of the Public Hearing. This included notice given:

- by mail to every owner of land within 60 metres of the subject lands
- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

**Recommendation**

It is recommended that the Committee of Adjustment receive comments from the public and, pending comments received, **approve** minor variance application PL-ZNA-2025-0026 for the property with roll number 102906003000800, Part of Lot 24, Concession 1, District of Storrington, Township of South Frontenac, such that the two new lots are permitted to be 300m from the existing quarry immediately to the south, and the eastern lot is permitted to have a minimum of 72m lot frontage.

**Report Prepared By:**

Christine Woods, RPP, MCIP, Manager of Planning

SOUTH FRONTENAC

**TOWNSHIP OF SOUTH FRONTENAC**
**APPLICATION FOR MINOR VARIANCE**
**OR PERMISSION (s. 45(2))**
Updated January 2025

The Committee of Adjustment is a Committee of eight persons appointed by Township Council. The Committee is formed under Section 45 of the *Planning Act* R.S.O. 1990, Chapter P.13, to authorize a minor variance from a zoning by-law or permission under s. 45(2) to alter a legal non-conforming use.

**The Committee may vary Zoning By-law provisions provided the Committee is of the opinion that the variance:**

- Is desirable for the appropriate development or use of the land, building or structure
- Maintains the general intent and purpose of the Official Plan.
- Maintains the general intent and purpose of the Zoning By-law.
- Is minor in nature

**The Committee may grant permission to enlarge or extend a structure or alter the use of the lands where any land, building or structure, on the day the by-law was passed, was lawfully used for a purpose prohibited by the by-law.**

**Application Requirements**

1. It is required that one (1) copy of this application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the **sketch,** accompanied by a **non-refundable fee** in accordance with the chart below in cash, or by debit card, credit card or cheque made payable to the Township of South Frontenac.

| **Application Type:** | **Planning Application Fee:** |
|---|---|
| 1-3 Variances | $1,249.00 |
| 4+ Variances | $1,468.00 |
| After building without a permit | $2,241.00 |

2. It is required that a Fee be provided for the Township to review onsite sewage disposal and Conservation Authority (where applicable) when submitting an application (Separate **cheques**, payable to the applicable Conservation Authority, are to be submitted with the application).

| | |
|---|---|
| Township of South Frontenac<br>*Minor Variance Only*<br>*Minor Variance WITH Performance Review*<br>*Minor Variance in combination with a new Class 2, 3, 4, or 5 sewage system other than a Class A system* | $463.00<br>$720.00<br>$1,183.00 |
| Cataraqui Region Conservation Authority | $445.00 |
| Quinte Conservation Authority | $450.00 |
| Rideau Valley Conservation Authority | $410.00 |

Please Note: These fees are for **consultation** on this application only; these agencies may require additional permit applications and fees prior to any construction.

3. **PLEASE READ THIS ITEM CAREFULLY**

Each applicant shall provide a sketch showing the dimensions of the subject land and of all abutting lands as outlined in Question 29 of the application. The sketch should be accurately dimensioned and scaled in either Imperial or Metric measures. This sketch, in conjunction with the Application Form, is the basis for the analysis of the Minor Variance Application by the Committee of Adjustment. It is strongly recommended that the applicant spend the necessary time to carefully and thoroughly assemble the data and transfer the data to the sketch. It is important that the sketch be drawn with accurate dimensions and measurements. Any application which does not include the above required information may not be accepted. In this regard, the applicant may wish to secure the assistance of a person who specializes in the drafting of such sketches. A guide to answering the application questions is attached.

4. **Collection of Personal Information**

Personal information requested herein is required under the *Planning Act*, 1990 as amended. This information will be used by the Committee of Adjustment/Land Division Committee for the purpose of reviewing the above referenced application, and may be made available to those boards, Commissions, Authorities, Agencies and Persons having an interest in this matter. Any questions regarding the collection of this information should be directed to the Secretary Treasurer of the Committee of Adjustment (P.O. Box 100, Sydenham, Ont., K0H 2T0, Phone 376-3027 ext.2224).

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

Date Received: _____ File No: PRAB20250128

Pre-Consultation for this application ☑ Yes ☐ No

Planner: Christine Woods Date of pre-consultation: 2025-04-14

1. Name of Owner(s): David Craig and Alice Mitchell

   **Full Mailing Address** of Owner(s): 545 Oak Bluffs Road, Maberly ON, K0H 2B0

   _____

   Phone number of Owner(s): [redacted]

   Email Address of Owner(s): [redacted]

2. If the applicant is **NOT** the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application, must accompany the application.

   Name of Authorized Agent: _____

   **Full Mailing Address** of Authorized Agent: _____

   _____

   Phone number of Authorized Agent: _____

   Email Address of Authorized Agent: _____

   Agent as named above is hereby authorized to act on behalf of the owners for purposes of processing this application for Minor Variance.

   _____
   Signature(s) of Owner(s)

3. The description of the subject land:

   District: ☑ Bedford ☐ Portland ☐ Loughborough ☐ Storrington

   Concession Number: 6 Lot Number: 33

   Street Number: 545 Name of Road/Street: Oak Bluffs Road

   Reference Plan Number: 13M61 Lot 13 Part Number(s): _____

   Roll Number: 030-020-95120-000

4. The frontage(s), depth and area of the subject land.

Frontage (on water): 312.5 feet Frontage (on road/lane): 249.4 feet

Depth: 501.15 feet Area: 2.5 Acres

5. The current zoning of the subject land:

R-16

6. The nature and extent of the relief from the Zoning By-law:

To allow an accessory (garage/storage) building to be built 20 feet from the side property line. Zoning-By law 12.3.2 allows accessory buildings 9.8 feet from the side lot line but 12.5 R-16 requires 50 feet, adjusted to 40 feet by Variance MV-17-07-B approved July 11, 2007

7. The reason why the proposed use cannot comply with the provisions of the Zoning By-law:

A large, high rock outcrop prevents the accessory building from being any further from the side lot.

8. Does the subject property front on a municipally maintained road? ☑ Yes ☐ No

**OR** a privately maintained road? ☐ Yes ☐ No

Name of Road/Lane:

Oak Bluffs Road

9. **If access to the subject property is by water only**, please indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road.

10. What are the existing uses of the subject land?

Residential

11. Please indicate whether there are any **EXISTING** buildings or structures on the subject land. (I.e. residence, garage, shed, etc.)

☑ Yes ☐ No

12. If the answer to item 11 is yes, **for EACH building or structure** indicate:

| **Type of Structure (E.g. residence)** | **(1)** Residence (house/garage) | **(2)** | **(3)** | **(4)** |
|---|---|---|---|---|
| **Setback from Front Lot Line** | 214.2 feet | | | |
| **Setback from Rear Lot Line** | 104.1 feet | | | |
| **Setback from Side Lot Line** | 41 feet | | | |
| **Height of Building** (Also indicate if it is one story or two story) | 20 feet, 2 story | | | |
| **Dimensions of Floor Area** | 36' x 70' plus 35' x 21' (Existing garage) | | | |
| **Setback from High Water Mark (If applicable)** | 104.1 feet | | | |

13. The proposed uses of the subject land:

Residential

14. Are any building(s) or structure(s), or additions to existing building(s) or structure(s), **PROPOSED** to be built on the subject land?

☑ Yes ☐ No

15. If the answer to item 14 is yes, for each proposed addition, building or structure indicate:

| | (1) | (2) | (3) | (4) |
|---|---|---|---|---|
| **Type of Structure (E.g. residence)** | Accessory bldg (garage/storage) | | | |
| **Setback from Front Lot Line** | 165 feet | | | |
| **Setback from Rear Lot Line** | 223.6 feet | | | |
| **Setback from Side Lot Line** | 24.67 feet (might have to be closer due to site conditions, but not closer than 20 feet) | | | |
| **Height of Building** (Also indicate if it is one story or two story) | 24 feet, garage with Attic | | | |
| **Outside Dimensions of Building/Structure** | 26.17 feet x 50.42' | | | |
| **Setback from High Water Mark (If applicable)** | 223.6 feet | | | |

NOTES: 1) If the subject property is on waterfront, and on a private lane, the setback from the front lot line and the setback from the high water mark will be the same.
2) The dimensions required in this question relate to the **NEW CONSTRUCTION ONLY**, and **NOT** to the total size of the completed building.

16. Do your plans include any **DEMOLITION** of existing structures? ☐ Yes ☒ No

If yes, please provide details:

_____

17. Do your plans include the **RAISING** of an existing structure? ☐ Yes ☒ No

If yes, please provide details:

18. What are the uses of the proposed development?

| | | | |
|---|---|---|---|
| (a) | Increase in number of bedrooms | ☐ Yes | ☒ No |
| (b) | Increase in plumbing fixtures | ☐ Yes | ☒ No |
| (c) | Increase in living space | ☐ Yes | ☒ No |
| (d) | Will the addition or structure encroach on the existing septic system? | ☐ Yes | ☒ No |

19. The date the subject land was acquired by the current owner:

2006-07-19

20. The date the existing buildings and structures were constructed on the subject lands:

May 2010

21. The length of time that the existing uses of the subject land have continued:

15 years

22. Indicate whether water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake, or other water body, or other means:

Private well

23. Indicate whether sewage disposal is provided to the subject land by a publicly owned and operated sewage system, a privately owned and operated individual or communal septic system, a privy, or other means:

Private septic system

24. Is storm drainage provided by sewers, ditches, swales or by other means?

Ditch at road

25. Please indicate whether the subject land is subject of an application under the Planning Act for approval of a Plan of Subdivision or Consent.

☐ Yes ☑ No

26. If the answer to question 25 is yes, please give the file number of the application and the status of the application.

---

27. If known, please indicate whether the subject land has ever been the subject of an application under Section 43 of the Planning Act (Minor Variance).

☑ Yes ☐ No

28. If the answer to item 27 is yes, please give the file number of the application and the status of the application.

MV-17-07-B, Variance Granted

29. A **SKETCH** must be submitted showing the following:

i) THE SKETCH **MUST** HAVE A NORTH ARROW AT THE TOP OF THE PAGE.

ii) The boundaries and dimensions of the subject land including the location of any existing and proposed buildings.

iii) The location of a reference point……i.e. distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.

iv) The location of all abutting (neighbours') lands.

v) The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, barns, wetlands, wooded areas, wells and septic tanks. Show distance of these features from the applicant's property lines.

****Note:** ** The distances to on-site and abutting owners' wells, septic fields and barns, from the property to be varied, **IS REQUIRED** to be shown. The **SKETCH** is of significant importance and should be prepared as carefully, neatly and accurately as possible.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## AGREEMENT TO INDEMNIFY

Attached to this application is a cheque payable to the Township of South Frontenac representing payment of the application fee.

The Owner/Applicant/Agent agrees that the information recorded in this Minor Variance Application Form is accurate. The Owner/Applicant/Agent agrees that representatives of the Township and, where applicable, the appropriate Conservation Authority, may enter onto the subject property for the purpose of determining the appropriateness of the site for the proposed development.

The Owner/Applicant/Agent agrees to reimburse and indemnify the municipality for all fees and expenses incurred by the municipality to process the application, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend Council's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the municipality may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/Applicant/Agent further agrees to provide the municipality, upon request and in cases where an application has been appealed to the Ontario Land Tribunal, with a deposit (over and above the normal application fee), from which the municipality may, from time to time charge any fees and expenses incurred by the municipality in order to process the application. If such appeal expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the municipality, with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days,

The Owner/Applicant/Agent further agrees that, until such requests have been complied with, the municipality will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application:

DATED AT THE TOWNSHIP OF SOUTH FRONTENAC

THIS 14th DAY OF April, 20 25

I, David Craig and Alice Mitchell OF Maberly Ontario
solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

[redacted]
Signature of Applicant or Authorized Agent

[redacted]
Signature of Applicant or Authorized Agent

DECLARED before me at the TOWNSHIP OF SOUTH FRONTENAC (IN THE COUNTY OF FRONTENAC)

THIS 14th DAY OF April, 20 25

A Commissioner, etc.

Katie Susan Kaestner, a Commissioner, etc.,
Province of Ontario, for the Corporation of
the Township of South Frontenac.
Expires August 14, 2027.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## A Guide to Completing the Minor Variance Form

1) The names of **all** owners must appear in this section, even if they live in separate residences, and the address(es) should be the **full mailing address, complete with postal code**.

2) You may wish to appoint someone to act on your behalf during the variance process. If so, that person's name, address and phone number should appear here All owner's must sign the authorization.

3) Description of the Subject Land:
   a. District: The Districts are the same as the former Townships. If you are not sure, check the roll number (the long number beginning with 1029) on your tax bill. If the numbers are 010, 020 or 030, your district is Bedford; if the numbers are 040-050, your district is Loughborough; if the numbers are 060 or 070, your district is Storrington; and if the numbers are 080, your district is Portland.
   b. Concession and Lot Numbers: if you are not sure, check your tax bill
   c. Street Number: Your civic address – if a civic number has not been assigned, leave this space blank.
   d. Name of Road/Street: This question applies whether or not you are on a private lane or a public road.
   e. Reference Plan No: If your property has been surveyed, it will have a plan number, and one or more parts on that plan. If your property has not been surveyed, leave this space blank.
   f. Roll No: This is the number beginning with '1029' which appears on your tax bill. Please take time to look it up before submitting the application.

4) Frontage, depth, area, acres: All parts of this question must be completed.

5) Current zoning: You may not be aware of the zoning on your property and this can be determined when you come in for pre-consultation with planning staff.

6) Nature and Extent of Relief: This question is asking what you are asking to do that requires the variance – for example, it could be that you are asking to be 25 m rather than 30 m from the high water mark, or that you are asking to increase the height of a structure within 30 m of the high water mark, or that you are seeking a variance to construct an accessory building closer to the front lot line than the principal building.

7) Reason why you can't comply: In other words, why can you not meet the required setbacks. It could be, for example, because you are seeking a variance to add on to an existing structure that is already too close to the water, or that developing further from the water would be impossible because of a steep embankment.

8) Roads: Municipally maintained roads are looked after by the Township; private roads are lanes that residents maintain themselves (not private driveways, but lanes that provide access to your property and that are generally shared with others).

9) Parking and Docking: This question is only relevant is you can only access your property by water.

10) Existing Uses: e.g. residential, retail business, vacant recreational land

11) Buildings: If there are **ANY** buildings or structures on the property now, the answer to this question is "yes".

12) Description of buildings and structures: You must complete all sections of this question for each structure on your property. **If there is a deck on your dwelling, please describe it separately from the residence.**

13) Proposed Uses: Generally, the answer to this question will be the same as the answer to #10, but if, for example, the land is currently vacant, and you are planning to construct a dwelling, then the use to be described in section 10 would be "vacant recreational land", and the use described in section 13 would be "residential"

14) Proposed structures: If you are planning to build **ANYTHING** on the property, the answer to this question is "yes" – This includes additions, decks, garages, septic systems.

15) Description of new construction: **ALL** proposed new development must be described here. If you are proposing to construct an addition to a dwelling, and to add a deck, please show this information in separate columns.

16) **Demolition: All demolition requires a permit from the building department.** In some instances, a proposed addition or increase in height cannot be accomplished without the removal of existing walls. If this is not made clear to the Committee at the beginning of the process, you may find that, although you are granted permission to add on to your residence, you can't actually do it because you have not made it clear that there is demolition involved.

17) Raising of Structure: In other words, are you proposing to raise the building in order to construct a basement under it.

18) Uses of Development: Please answer each part of this question. An increase in living space would include anything with walls – e.g. a screened porch would involve an increase in living space.

19) Date land acquired: When did you take possession of the property?

20) Date of existing buildings: If you are not sure, provide your best estimate.

21) Length of existing uses: For example, has the land been used for residential purposes for 30 years, or 18 months?

22) Water supply: in most cases the answer will be private well, but some waterfront properties take their water from a lake.

23) Septic: in most cases the answer will be private sewage system, but there may be some privies.

24) Drainage: Are there specific ditches that have been constructed to deal with drainage; is there natural drainage, etc.?

25) Application for consent: Is there currently an application for consent (severance) being proposed for the property?

26) If yes: If there is a current application for severance or subdivision on the property, please indicate the file number. (Staff can help provide this information)

27) Minor variance: Has there ever been a minor variance granted on the property? If you are long-time owner of the property, you will probably be aware of any other special permission granted for a variance to the zoning by-law. If you are a new owner, the seller will probably have made you aware of this.

28) If yes: If there has been a previous variance granted on the property, please indicate the application number if known, and what the details of the variance were.

29) **SKETCH: We cannot stress enough the importance of a detailed, accurate, and complete sketch. You do not necessarily need to contract with a professional to draw the sketch, but sketches that are not drawn to scale, do not show dimensions and distances, or are not drawn neatly (PLEASE USE A RULER), will not be accepted.**

30) **Agreement to Indemnify**: Must be signed in front of a commissioner of oaths – you may have this done before submitting the application, or sign the application in front of staff who can sign as commissioners. All owners must sign the application, or it can be signed by an agent if one has been appointed.




SOUTH FRONTENAC

# PL-ZNA-2025-0040

## (CRAIG)
## 545 OAK BLUFFS ROAD

Legend

- Subject Property
- Provincially Significant Wetland
- Wetland
- Wooded Area
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Waterbody
- Township Boundary
- Road

Produced by the County of Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025.

While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale: 1:1,200

0 12.5 25 50 m

UTM Zone 18 NAD 83

Date: 2025-04-30

**SITE PLAN** OF
LOT 13
REGISTERED PLAN 13M-61
(GEOGRAPHIC TOWNSHIP OF BEDFORD)
TOWNSHIP OF SOUTH FRONTENAC
COUNTY OF FRONTENAC

McINTOSH PERRY SURVEYING INC

**BOUNDARY NOTE :**
THE BOUNDARY SHOWN ON THIS SKETCH IS DERIVED FROM DATA COMPILED FROM REGISTERED PLAN 13M-61

THE SURVEY WAS COMPLETED ON DECEMBER 11, 2006

JOB No. 06-342 DRAWING #06-342-02.dwg
THIS PLAN WAS PREPARED FOR: DAVID CRAIG


3240 Drummond Con. 5A
R.R. #7
Perth, Ont.
K7H 3G6
Tel: 613 267 6524
Fax: 613 267 7932

McINTOSH PERRY Surveying Inc.


Pole
Power Line
Property Line
Pole
OAK BLUFFS ROAD
Centre Line of Road
Property Line
479.42' +/-
Property Line
363.95' +/-
24'-8" / 7.52m
203' / 61.9m
177' / 53.9m
165' /50.3m
43'-9.5" / 13.35m
PROPOSED GARAGE
EXISTING SEPTIC
EXISTING COTTAGE
EXISTING ATTACHED GARAGE
Raspberry Bush
Pine
Cherry
Ash
Ironwood
Dogwood
Water's Edge Dec. 11, 2006
High Water Mark Dec. 11, 2006
Controlled High Water Mark (Elev. = 143.07)
Top of bank from controlled high water mark
12
13M-61
14
15
Reg'd Plan
Bob's Lake
180.00
139.97
179.88
139.97
165.00
175.00
185.00
190.00


URBANKEIOS
75 BREEZEHILL NORTH,
K1Y 2H6, OTTAWA, ONTARIO
T: 613.729.1849 F: 613.729.5436
E:uk@urbankeios.com


NOTE:

1. OWNERSHIP OF THE COPYRIGHT OF THE DESIGN AND THE WORKS EXECUTED FROM THE DESIGN REMAINS WITH URBAN KEIOS DESIGN INC. AND MAY NOT BE REPRODUCED IN ANY FORM WITHOUT THE WRITTEN CONSENT OF URBAN KEIOS DESIGN INC.

2. THE DRAWINGS, PRESENTATIONS AND SPECIFICATIONS AS INSTRUMENTS OF SERVICE ARE AND SHALL REMAIN THE PROPERTY OF URBAN KEIOS DESIGN INC. THEY ARE NOT TO BE USED BY THE CLIENT ON OTHER PROJECTS OR ON EXTENSIONS TO THIS PROJECT WITHOUT THE WRITTEN CONSENT OF URBAN KEIOS DESIGN INC.

3. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER PROJECT DRAWINGS AND SPECIFICATIONS.

4. DO NOT SCALE DRAWINGS.CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY DIMENSIONS ON SITE.

5. ALL WORK SHALL BE IN ACCORDANCE WITH THE ONTARIO BUILDING CODE AND ALL SUPPLEMENTS AND APPLICABLE MUNICIPAL REGULATIONS.

I NICKOLAS SEMANYK
REGISTERED ARCHITECT
AND I TAKE RESPONSIBILITY
FOR THE DESIGN AND AM
QUALIFIED IN THE
APPROPRIATE CATEGORY
AS AN 'OTHER DESIGNER'
UNDER SUBSECTION 3.2.5.
OF DIVISION C, OF TE
BUILDING CODE:
BCIN: 28439
SIGNATURE:

| REVISIONS | | |
|---|---|---|
| NO. | DATE | DESCRIPTION |
| | | |
| 02 | 2024.04.18 | FOR REVIEW |
| 03 | 2024.05.07 | FOR REVIEW |
| 04 | 2024.06.14 | REVISED |
| 05 | 2024.08.01 | FOR REVIEW |
| | | |
| 07 | 2024.10.02 | FOR PERMIT |
| 08 | 2025.01.20 | REVISED |
| 09 | 2025.02.04 | REVISED |
| 10 | 2025.03.25 | FOR PERMIT |

PROJECT:

**CRAIG COTTAGE- GARAGE**

545 OAK BLUFFS ROAD
MABERLY, ON

DRAWING TILE:
SITE PLAN
GARAGE LOCATION

SCALE:
1/64" = 1'-0"

PROJECT NO.:
19-018

DRAWN BY:

CHECKED BY:

DATE:
2019.07.31

UK
A100

**From:** [redacted]
**To:** Planning Services – South Frontenac
**Subject:** Minor Variance Application PLZNA20250040
**Date:** May 6, 2025 3:05:45 PM

---

We are the owners of the land adjacent to 545 Oak . The reduced side yard will have no negative impact on our property . The applicant has kept us fully informed about their plans and we have no objections to the variance being granted.
Jim McIntosh 527 Oak Bluffs Road.
Sent from my iPad

Township of South Frontenac

# Staff Report

| | |
|---|---|
| **To:** | **Committee of Adjustment** |
| **From:** | **Development Services Department** |
| **Date of Meeting:** | **May 8, 2025** |
| **Subject:** | **Minor Variance Application (S. 45(1) of Planning Act)<br>PL-ZNA-2025-0040, Craig and Mitchell, 545 Oak Bluffs Road, Bedford District** |

## Summary

This report recommends that the Committee of Adjustment grant approval of the subject application for zoning relief for a detached garage, subject to conditions, as this application meets the four tests of a minor variance outlined in section 45(1) of the Planning Act.

## Background

The property is 2.5 acres in area. It has frontage on Oak Bluffs Road and on Bob's Lake. The lands slope from the road to the lake. There are granite bedrock outcrops in the north half and the west half of the property. The house and sewage system were located in the east half of the property to minimize site alteration.

The subject property is designated Rural in the Township Official Plan. The property is zoned Special Residential (R-16) in Zoning By-law No. 2003-75, as amended.

The R-16 zone requires a minimum 15m interior side yard. In 2007, the Committee of Adjustment granted a minor variance (MV-17-07-B) from this provision for an attached porch and for a detached garage to have a 12m interior side yard. The house and porch were constructed per the minor variance. A garage, setback 15m from the interior side lot line, was attached to the house.

## Proposal

The applicants propose to construct a 1,320 square foot detached garage between the road and the house, east of the northern rock outcrop. The garage would be setback more than 30m from the road and more than 60m from the lake. A portion of the rock outcrop was removed and a gravel base prepared for the garage. The garage would be setback at least 6m from the eastern lot line due to the remaining rock outcrop. A variance for the interior side yard is being requested in order to avoid additional site alteration.

## Related Applications

The lands are not subject to any additional applications under the Planning Act.

**Public Comments**

No comments were received before this report was finalized.

**Planning Analysis**

The proposal needs to be assessed against the four tests of a minor variance outlined in Section 45(1) of the Planning Act. It is the opinion of Planning staff that the proposal meets the four tests as explained below.

Does the variance maintain the general intent and purpose of the Official Plan?

The proposed variance maintains the general intent and purpose of the Official Plan related to rural residential development, and development adjacent to environmentally sensitive areas.

Does the variance maintain the general intent and purpose of the Zoning By-law?

The R zone requires a minimum 3m interior side yard for detached accessory buildings. The intent of the 15m interior side yard for all buildings in the R-16 zone was to maintain privacy separation between the lots in this subdivision, according to historic records. The proposed garage would be more than 45m from the house on the property to the east (527 Oak Bluffs Road). The buildings would also be separated by a change in elevation and trees, albeit on the neighbouring property. The total lot coverage for all buildings on the property would be 4.2%, which is less than the 5% allowed in the R-16 zone. The proposed variance maintains the general intent and purpose of the Zoning By-law.

Is the requested variance desirable for the appropriate development or use of the land, building or structure in question?

The requested variance is desirable for the appropriate development or use of the land and the proposed building. A reduced interior side yard for the detached garage would eliminate the need for further site alteration (vegetation and rock removal). There are no impacts anticipated to the neighbouring property.

Is the variance minor?

The requested variance is minor as it maintains the general intent and purpose of the Official Plan and Zoning By-law and are desirable for the appropriate development of the land. The reduced interior side yard is not anticipated to affect neighbouring lots in terms of spacing, privacy, views, or character of the neighbourhood.

**Notice/Consultation**

Notice of the Statutory Public Hearing was given pursuant to the requirements of the Planning Act, at least 10 days in advance of the Public Hearing. This included notice given:

- by mail to every owner of land within 60 metres of the subject lands
- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

**Recommendation**

It is recommended that the Committee of Adjustment receive comments from the public and, pending comments received, approve minor variance application PL-ZNA-2025-0040 for 545 Oak Bluffs Road, such that the proposed detached garage is permitted to establish a minimum 6m interior side yard on the east side of the property. The proposal must be generally consistent with the application sketch, which will be attached to the decision as a schedule.

**Report Prepared By:**

Christine Woods, RPP, MCIP, Manager of Planning

SOUTH FRONTENAC

**TOWNSHIP OF SOUTH FRONTENAC**
**APPLICATION FOR MINOR VARIANCE**
**OR PERMISSION (s. 45(2))**
Updated January 2025

The Committee of Adjustment is a Committee of eight persons appointed by Township Council. The Committee is formed under Section 45 of the *Planning Act* R.S.O. 1990, Chapter P.13, to authorize a minor variance from a zoning by-law or permission under s. 45(2) to alter a legal non-conforming use.

**The Committee may vary Zoning By-law provisions provided the Committee is of the opinion that the variance:**

- Is desirable for the appropriate development or use of the land, building or structure
- Maintains the general intent and purpose of the Official Plan.
- Maintains the general intent and purpose of the Zoning By-law.
- Is minor in nature

**The Committee may grant permission to enlarge or extend a structure or alter the use of the lands where any land, building or structure, on the day the by-law was passed, was lawfully used for a purpose prohibited by the by-law.**

**Application Requirements**

1. It is required that one (1) copy of this application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the **sketch,** accompanied by a **non-refundable fee** in accordance with the chart below in cash, or by debit card, credit card or cheque made payable to the Township of South Frontenac.

| **Application Type:** | **Planning Application Fee:** |
|---|---|
| 1-3 Variances | $1,249.00 |
| 4+ Variances | $1,468.00 |
| After building without a permit | $2,241.00 |

2. It is required that a Fee be provided for the Township to review onsite sewage disposal and Conservation Authority (where applicable) when submitting an application (Separate **cheques**, payable to the applicable Conservation Authority, are to be submitted with the application).

| | |
|---|---|
| Township of South Frontenac<br>*Minor Variance Only*<br>*Minor Variance WITH Performance Review*<br>*Minor Variance in combination with a new Class 2, 3, 4, or 5 sewage system other than a Class A system* | $463.00<br>$720.00<br>$1,183.00 |
| Cataraqui Region Conservation Authority | $445.00 |
| Quinte Conservation Authority | $450.00 |
| Rideau Valley Conservation Authority | $410.00 |

Please Note: These fees are for **consultation** on this application only; these agencies may require additional permit applications and fees prior to any construction.

3. **PLEASE READ THIS ITEM CAREFULLY**

Each applicant shall provide a sketch showing the dimensions of the subject land and of all abutting lands as outlined in Question 29 of the application. The sketch should be accurately dimensioned and scaled in either Imperial or Metric measures. This sketch, in conjunction with the Application Form, is the basis for the analysis of the Minor Variance Application by the Committee of Adjustment. It is strongly recommended that the applicant spend the necessary time to carefully and thoroughly assemble the data and transfer the data to the sketch. It is important that the sketch be drawn with accurate dimensions and measurements. Any application which does not include the above required information may not be accepted. In this regard, the applicant may wish to secure the assistance of a person who specializes in the drafting of such sketches. A guide to answering the application questions is attached.

4. **Collection of Personal Information**

Personal information requested herein is required under the *Planning Act*, 1990 as amended. This information will be used by the Committee of Adjustment/Land Division Committee for the purpose of reviewing the above referenced application, and may be made available to those boards, Commissions, Authorities, Agencies and Persons having an interest in this matter. Any questions regarding the collection of this information should be directed to the Secretary Treasurer of the Committee of Adjustment (P.O. Box 100, Sydenham, Ont., K0H 2T0, Phone 376-3027 ext.2224).

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

Date Received: 15 Apr. 2025 File No: PL-2NA-2025-0041

Pre-Consultation for this application ☑ Yes ☐ No

Planner: C. Herrewynen Date of pre-consultation: Mar 31/25

1. Name of Owner(s): John Kemp Tracey Mallen

**Full Mailing Address** of Owner(s): 6401 Salmon lake Rd; Sydenham, Ont. K0H-2T0

Phone number of Owner(s): [redacted]

Email Address of Owner(s): [redacted]

2. If the applicant is **NOT** the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application, must accompany the application.

Name of Authorized Agent: _____

**Full Mailing Address** of Authorized Agent: _____

_____

Phone number of Authorized Agent: _____

Email Address of Authorized Agent: _____

Agent as named above is hereby authorized to act on behalf of the owners for purposes of processing this application for Minor Variance.

_____
Signature(s) of Owner(s)

3. The description of the subject land:

District: ☐ Bedford ☐ Portland ☑ Loughborough ☐ Storrington

Concession Number: 12 Lot Number: 10

Street Number: 6401 Name of Road/Street: Salmon lake Rd.

Reference Plan Number: 13R8277 Part Number(s): 2

Roll Number: 040-020-27308-0000

4. The frontage(s), depth and area of the subject land.

Frontage (on water): 49.2 ft Frontage (on road/lane): 153.3 ft

Depth: ~~185.13~~ 465'-6" (east side) 607'-4.5" (west side) Area: 49600 sq ft (using interative map).

5. The current zoning of the subject land:

RW

6. The nature and extent of the relief from the Zoning By-law:

To build an addition (33'-6' x 12'-0") and lean-to (27'-1" x 7'-11") to our legal non-conforming garage.

7. The reason why the proposed use cannot comply with the provisions of the Zoning By-law:

Garage is legal non-conforming.

8. Does the subject property front on a municipally maintained road? ☑ Yes ☐ No

**OR** a privately maintained road? ☐ Yes ☐ No

Name of Road/Lane:

Salmon Lake Rd.

9. **If access to the subject property is by water only**, please indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road.

N/A

10. What are the existing uses of the subject land?

Residential

11. Please indicate whether there are any **EXISTING** buildings or structures on the subject land. (I.e. residence, garage, shed, etc.)

☑ Yes ☐ No

12. If the answer to item 11 is yes, **for EACH building or structure** indicate:

| Type of Structure (E.g. residence) | (1) House. | (2) Garage | (3) Shed. | (4) |
|---|---|---|---|---|
| Setback from Front Lot Line | 116.7 ft. | 28.54 ft | 31 ft. | |
| Setback from Rear Lot Line | 341.2 ft | 429.78 ft | > 430 ft. | |
| Setback from Side Lot Line | 26.15 ft (W)<br>41.01 ft (E) | 54.13 ft (W)<br>33.62 ft (E) | 32 ft (W) | |
| Height of Building (Also indicate if it is one story or two story) | 1 1/2 story | 1 story | 1 | |
| Dimensions of Floor Area | 1556 sq ft | 679 sq ft. | 150 sq ft | |
| Setback from High Water Mark (If applicable) | | | | |

13. The proposed uses of the subject land:

Residential

14. Are any building(s) or structure(s), or additions to existing building(s) or structure(s), **PROPOSED** to be built on the subject land?

☑ Yes ☐ No

15. If the answer to item 14 is yes, for each proposed addition, building or structure indicate:

| | (1) | (2) | (3) | (4) |
|---|---|---|---|---|
| **Type of Structure (E.g. residence)** | Addition to garage. | Lean-to | | |
| **Setback from Front Lot Line** | 19 ft | 23ft | | |
| **Setback from Rear Lot Line** | 420 ft | 454ft | | |
| **Setback from Side Lot Line** | 21ft (w) | 48 ft (w) | | |
| **Height of Building** (Also indicate if it is one story or two story) | 1 | 1 | | |
| **Outside Dimensions of Building/Structure** | 33'-6" x 12'-0" | 27'-1" x 7'-11" | | |
| **Setback from High Water Mark (If applicable)** | | | | |

NOTES: 1) If the subject property is on waterfront, and on a private lane, the setback from the front lot line and the setback from the high water mark will be the same.
2) The dimensions required in this question relate to the **NEW CONSTRUCTION ONLY**, and **NOT** to the total size of the completed building.

16. Do your plans include any **DEMOLITION** of existing structures? ☐ Yes ☑ No

If yes, please provide details:

_____

17. Do your plans include the **RAISING** of an existing structure? ☐ Yes ☑ No

If yes, please provide details:

18. What are the uses of the proposed development?

| | | | |
|---|---|---|---|
| (a) | Increase in number of bedrooms | ☐ Yes | ☑ No |
| (b) | Increase in plumbing fixtures | ☐ Yes | ☑ No |
| (c) | Increase in living space | ☐ Yes | ☑ No |
| (d) | Will the addition or structure encroach on the existing septic system? | ☐ Yes | ☑ No |

19. The date the subject land was acquired by the current owner:

Tracey Mullen 2005

20. The date the existing buildings and structures were constructed on the subject lands:

Garage, House 1985 Shed approx 2005 (prior)

21. The length of time that the existing uses of the subject land have continued:

40yrs.

22. Indicate whether water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake, or other water body, or other means:

Private Well

23. Indicate whether sewage disposal is provided to the subject land by a publicly owned and operated sewage system, a privately owned and operated individual or communal septic system, a privy, or other means:

Private Septic

24. Is storm drainage provided by sewers, ditches, swales or by other means?

ditches @ road frontage.

25. Please indicate whether the subject land is subject of an application under the Planning Act for approval of a Plan of Subdivision or Consent.

☐ Yes ☑ No

26. If the answer to question 25 is yes, please give the file number of the application and the status of the application.

---

27. If known, please indicate whether the subject land has ever been the subject of an application under Section 43 of the Planning Act (Minor Variance).

☐ Yes ☑ No

28. If the answer to item 27 is yes, please give the file number of the application and the status of the application.

---

29. A **SKETCH** must be submitted showing the following:

i) THE SKETCH **MUST** HAVE A NORTH ARROW AT THE TOP OF THE PAGE.

ii) The boundaries and dimensions of the subject land including the location of any existing and proposed buildings.

iii) The location of a reference point……i.e. distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.

iv) The location of all abutting (neighbours') lands.

v) The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, barns, wetlands, wooded areas, wells and septic tanks. Show distance of these features from the applicant's property lines.

****Note:** ** The distances to on-site and abutting owners' wells, septic fields and barns, from the property to be varied, **IS REQUIRED** to be shown. The **SKETCH** is of significant importance and should be prepared as carefully, neatly and accurately as possible.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## AGREEMENT TO INDEMNIFY

Attached to this application is a cheque payable to the Township of South Frontenac representing payment of the application fee.

The Owner/Applicant/Agent agrees that the information recorded in this Minor Variance Application Form is accurate. The Owner/Applicant/Agent agrees that representatives of the Township and, where applicable, the appropriate Conservation Authority, may enter onto the subject property for the purpose of determining the appropriateness of the site for the proposed development.

The Owner/Applicant/Agent agrees to reimburse and indemnify the municipality for all fees and expenses incurred by the municipality to process the application, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend Council's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the municipality may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/Applicant/Agent further agrees to provide the municipality, upon request and in cases where an application has been appealed to the Ontario Land Tribunal, with a deposit (over and above the normal application fee), from which the municipality may, from time to time charge any fees and expenses incurred by the municipality in order to process the application. If such appeal expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the municipality, with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days,

The Owner/Applicant/Agent further agrees that, until such requests have been complied with, the municipality will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application:

DATED AT THE TOWNSHIP OF SOUTH FRONTENAC

THIS 15 DAY OF April, 20 25

I, John Kemp OF 6401 Salmon Lake Rd

solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

[redacted]

Signature of Applicant or Authorized Agent

DECLARED before me at the TOWNSHIP OF SOUTH FRONTENAC (IN THE COUNTY OF FRONTENAC)

THIS 15th DAY OF April, 20 25

Kamila Seitkhanova

A Commissioner, etc.

Kamila Seitkhanova, a Commissioner, etc.,
Province of Ontario, for the Corporation of
the Township of South Frontenac.
Expires August 14, 2027.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## A Guide to Completing the Minor Variance Form

1) The names of **all** owners must appear in this section, even if they live in separate residences, and the address(es) should be the **full mailing address, complete with postal code**.

2) You may wish to appoint someone to act on your behalf during the variance process. If so, that person's name, address and phone number should appear here All owner's must sign the authorization.

3) Description of the Subject Land:
   a. District: The Districts are the same as the former Townships. If you are not sure, check the roll number (the long number beginning with 1029) on your tax bill. If the numbers are 010, 020 or 030, your district is Bedford; if the numbers are 040-050, your district is Loughborough; if the numbers are 060 or 070, your district is Storrington; and if the numbers are 080, your district is Portland.
   b. Concession and Lot Numbers: if you are not sure, check your tax bill
   c. Street Number: Your civic address – if a civic number has not been assigned, leave this space blank.
   d. Name of Road/Street: This question applies whether or not you are on a private lane or a public road.
   e. Reference Plan No: If your property has been surveyed, it will have a plan number, and one or more parts on that plan. If your property has not been surveyed, leave this space blank.
   f. Roll No: This is the number beginning with '1029' which appears on your tax bill. Please take time to look it up before submitting the application.

4) Frontage, depth, area, acres: All parts of this question must be completed.

5) Current zoning: You may not be aware of the zoning on your property and this can be determined when you come in for pre-consultation with planning staff.

6) Nature and Extent of Relief: This question is asking what you are asking to do that requires the variance – for example, it could be that you are asking to be 25 m rather than 30 m from the high water mark, or that you are asking to increase the height of a structure within 30 m of the high water mark, or that you are seeking a variance to construct an accessory building closer to the front lot line than the principal building.

7) Reason why you can't comply: In other words, why can you not meet the required setbacks. It could be, for example, because you are seeking a variance to add on to an existing structure that is already too close to the water, or that developing further from the water would be impossible because of a steep embankment.

8) Roads: Municipally maintained roads are looked after by the Township; private roads are lanes that residents maintain themselves (not private driveways, but lanes that provide access to your property and that are generally shared with others).

9) Parking and Docking: This question is only relevant is you can only access your property by water.

10) Existing Uses: e.g. residential, retail business, vacant recreational land

11) Buildings: If there are **ANY** buildings or structures on the property now, the answer to this question is "yes".

12) Description of buildings and structures: You must complete all sections of this question for each structure on your property. **If there is a deck on your dwelling, please describe it separately from the residence.**

13) Proposed Uses: Generally, the answer to this question will be the same as the answer to #10, but if, for example, the land is currently vacant, and you are planning to construct a dwelling, then the use to be described in section 10 would be "vacant recreational land", and the use described in section 13 would be "residential"

14) Proposed structures: If you are planning to build **ANYTHING** on the property, the answer to this question is "yes" – This includes additions, decks, garages, septic systems.

15) Description of new construction: **ALL** proposed new development must be described here. If you are proposing to construct an addition to a dwelling, and to add a deck, please show this information in separate columns.

16) **Demolition: All demolition requires a permit from the building department.** In some instances, a proposed addition or increase in height cannot be accomplished without the removal of existing walls. If this is not made clear to the Committee at the beginning of the process, you may find that, although you are granted permission to add on to your residence, you can't actually do it because you have not made it clear that there is demolition involved.

17) Raising of Structure: In other words, are you proposing to raise the building in order to construct a basement under it.

18) Uses of Development: Please answer each part of this question. An increase in living space would include anything with walls – e.g. a screened porch would involve an increase in living space.

19) Date land acquired: When did you take possession of the property?

20) Date of existing buildings: If you are not sure, provide your best estimate.

21) Length of existing uses: For example, has the land been used for residential purposes for 30 years, or 18 months?

22) Water supply: in most cases the answer will be private well, but some waterfront properties take their water from a lake.

23) Septic: in most cases the answer will be private sewage system, but there may be some privies.

24) Drainage: Are there specific ditches that have been constructed to deal with drainage; is there natural drainage, etc.?

25) Application for consent: Is there currently an application for consent (severance) being proposed for the property?

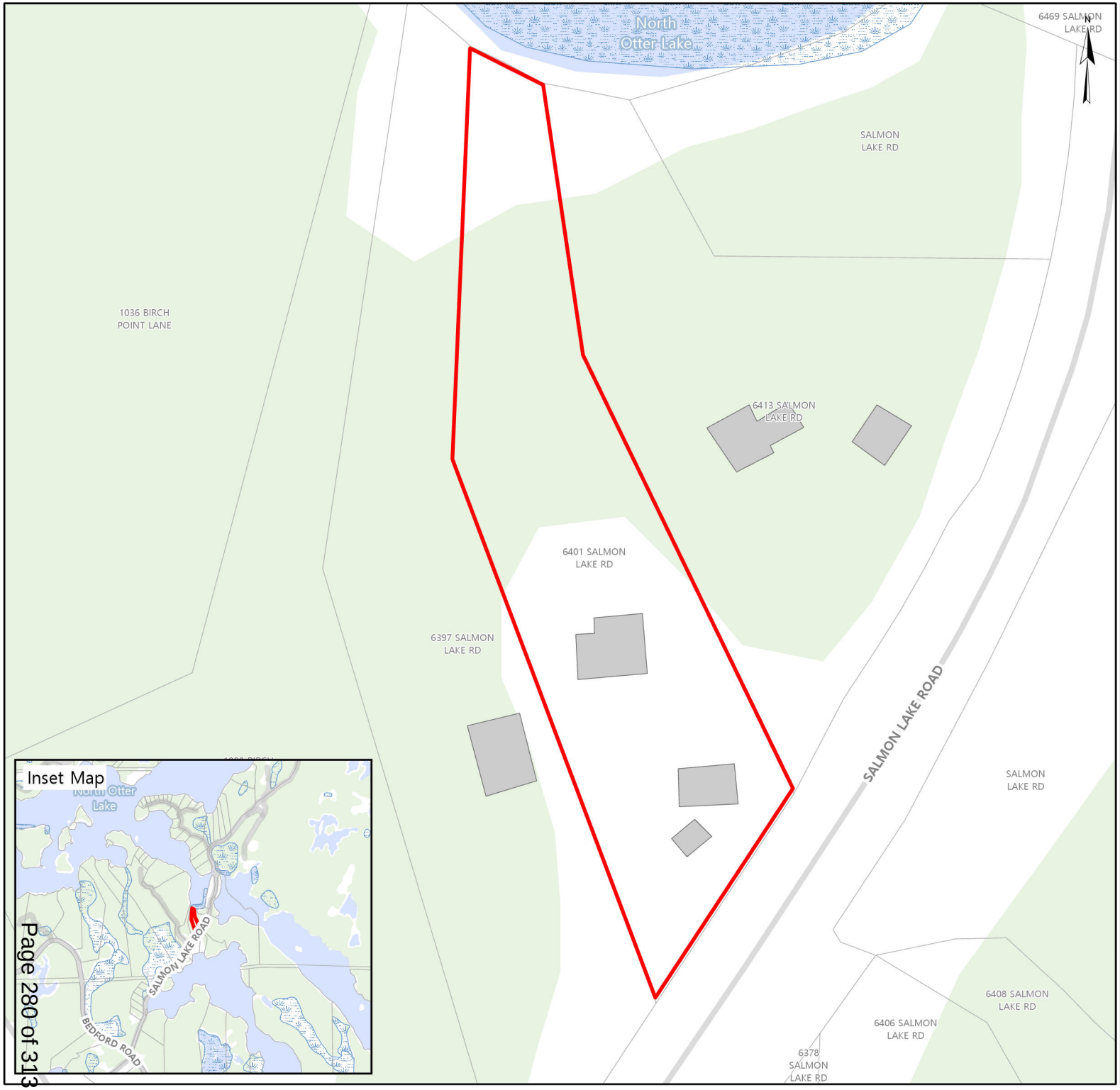
26) If yes: If there is a current application for severance or subdivision on the property, please indicate the file number. (Staff can help provide this information)

27) Minor variance: Has there ever been a minor variance granted on the property? If you are long-time owner of the property, you will probably be aware of any other special permission granted for a variance to the zoning by-law. If you are a new owner, the seller will probably have made you aware of this.

28) If yes: If there has been a previous variance granted on the property, please indicate the application number if known, and what the details of the variance were.

29) **SKETCH: We cannot stress enough the importance of a detailed, accurate, and complete sketch. You do not necessarily need to contract with a professional to draw the sketch, but sketches that are not drawn to scale, do not show dimensions and distances, or are not drawn neatly (PLEASE USE A RULER), will not be accepted.**

30) **Agreement to Indemnify**: Must be signed in front of a commissioner of oaths – you may have this done before submitting the application, or sign the application in front of staff who can sign as commissioners. All owners must sign the application, or it can be signed by an agent if one has been appointed.




SOUTH FRONTENAC

# PL-ZNA-2025-0041

## (KEMP) (MALLEN)
## 6401 SALMON LAKE ROAD

Legend

- Subject Property
- Provincially Significant Wetland
- Wetland
- Wooded Area
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Waterbody
- Township Boundary
- Road

Produced by the County of Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025.

While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale: 1:1,000

0 10 20 40 m

UTM Zone 18 NAD 83

Date: 2025-04-24

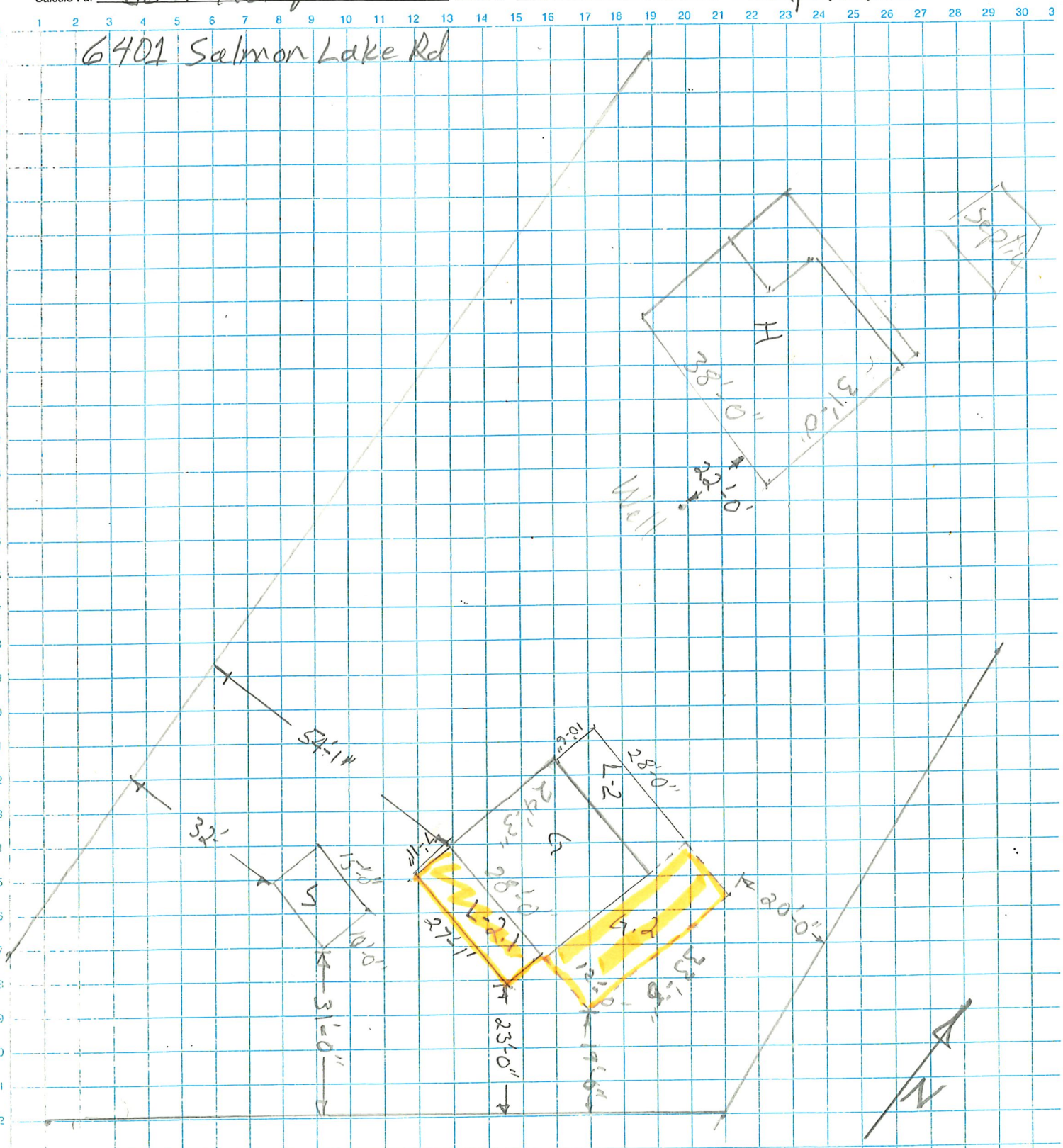
INVISTA™

ENGINEERING COMPUTATION SHEET
*FEUILLE DE CALCUL DES INGENIEURS*

Sheet No. *Feuille N°* _____

Title of Proj. or Study *Titre du Projet ou de l'Étude* Sketch Minor Variance
Subject *Sujet* Lean-to + Garage Addition
Computed By *Calculé Par* John Kemp
Checked By *Vérifié Par* _____
Proj. or Study No. *Projet ou Étude N°* _____
Site *Usine* _____
Date April 2025

6401 Salmon Lake Rd

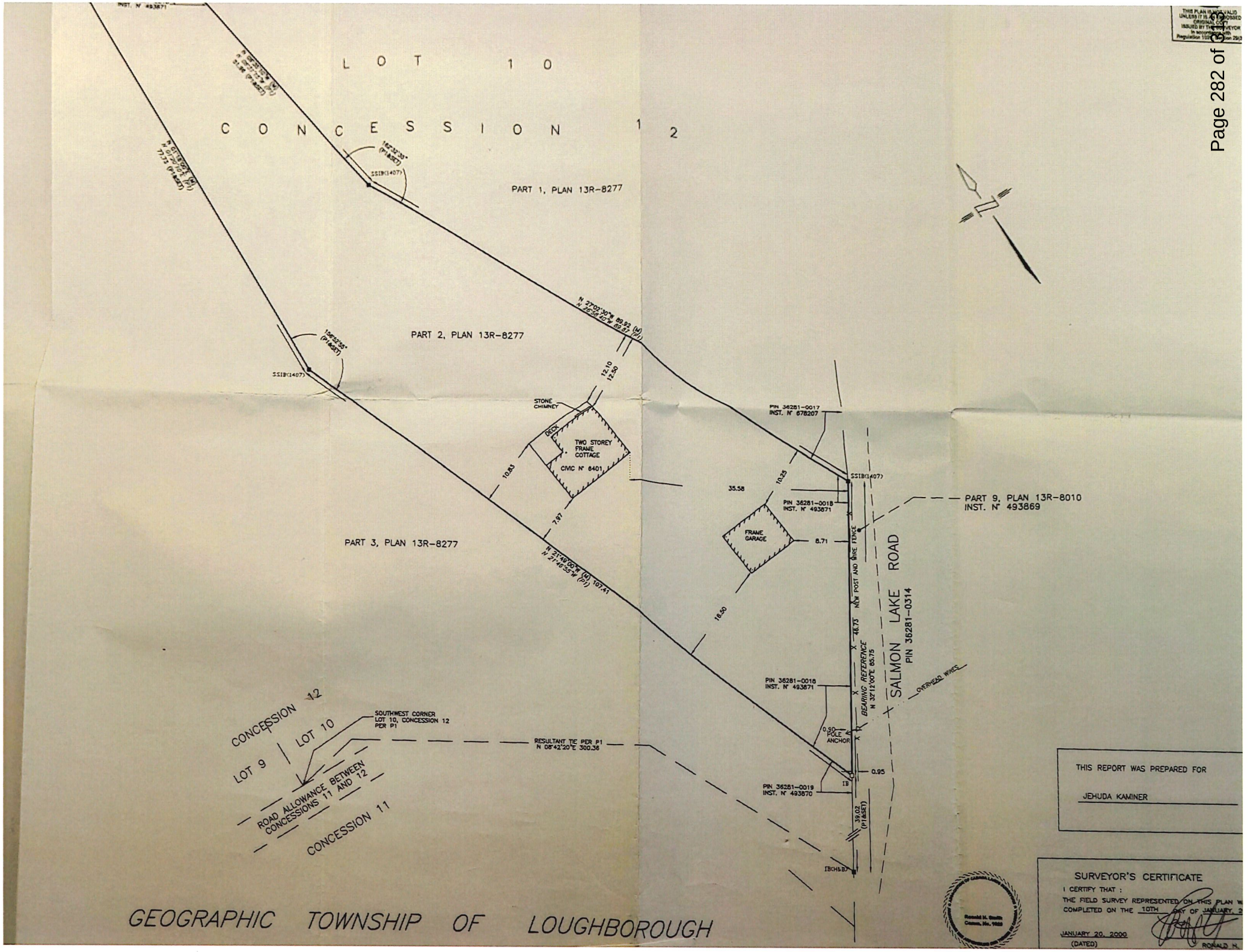



S - Shed
H - House
G - Garage
L-2 - Existing Lean-to

L-2.1 - new construction
G-2 - Garage addition



SAVE TIME - USE THE STANDARDS
SAUVEZ DU TEMPS - UTILISEZ LES NORMES
4-1408C (01/96)




THIS REPORT WAS PREPARED FOR

JEHUDA KAMINER

SURVEYOR'S CERTIFICATE

I CERTIFY THAT :

THE FIELD SURVEY REPRESENTED ON THIS PLAN W
COMPLETED ON THE 10TH DAY OF JANUARY, 2

JANUARY 20, 2000
(DATED)

RONALD H.

Township of South Frontenac

# Staff Report

**To:** **Committee of Adjustment**

**From:** **Development Services Department**

**Date of Meeting:** **May 8, 2025**

**Subject:** **Application for Permission to Enlarge Legal Non-Conforming Use (S. 45(2) of Planning Act) PL-ZNA-2025-0041, Kemp and Mallen, 6401 Salmon Lake Road, Loughborough District**

## Summary

This report recommends that the Committee of Adjustment grant permission to enlarge a legal non-conforming building under section 45(2) of the Planning Act.

## Background

The subject property is designated Rural in the Township Official Plan. The property is zoned Waterfront Residential (RW) in Zoning By-law No. 2003-75, as amended.

The property is 1.1 acres in area. It has frontage on Salmon Lake Road and on North Otter Lake. The lands generally slope from the road to the lake. The house is located more than 30m from the road and 100m from the lake.

There is a detached garage with a lean-to and two sheds located near the road in an area that is elevated about 2m above the road. The garage is setback 8.7m from the front lot line, whereas a 20m front yard is required in the RW zone.

## Proposal

The application is seeking permission under section 45(2) of the Planning Act to enlarge the garage while further reducing the required front yard from 8.7m to 5.8m. The applicants propose a 400 square foot addition to the east side of the garage, and a 220 square foot lean-to addition to the south side of the garage. The existing shed to the east of the garage would be moved to a different, compliant, location on the property to make space for the proposed addition.

The southern lean-to was recently constructed without a building permit. The owners are working with Building Services to secure the necessary building permit. Zoning compliance in the form of Committee approval of the lean-to location is one of the requirements for a building permit.

## Related Applications

The lands are not subject to any additional applications under the Planning Act.

## Public Comments

No comments were received before this report was finalized.

## Planning Analysis

Section 5.10.1 of Zoning By-law No. 2003-75, as amended, indicates that existing buildings having less than the required minimum front yard may be enlarged provided the enlargement does not serve to further reduce a required yard and provided all other provisions of the By-law are complied with. The garage was constructed in the 1990s. As noted above, the garage is setback 8.7m from the front lot line, whereas a 20m front yard is required. The proposed additions would further reduce the front yard to 5.8m.

Through its powers under section 45(2) of the Planning Act, the Committee of Adjustment may grant permission to enlarge the garage. The generally accepted criteria for considering such a request are:

- whether the proposal is desirable for the appropriate development of the subject property, and
- whether the proposal will result in undue adverse impacts on surrounding properties and the neighbourhood.

The additions would be closer to the front lot line/road than the western shed, but farther than the eastern shed. It is anticipated that the additions would not impact visibility along the road nor for the neighbouring driveway entrance due to the raised topography along the road.

It is the opinion of staff that it is appropriate for the Committee of Adjustment to grant permission to enlarge the legal non-conforming garage on the property as described in this report.

## Notice/Consultation

Notice of the Statutory Public Hearing was given pursuant to the requirements of the Planning Act, at least 10 days in advance of the Public Hearing. This included notice given:

- by mail to every owner of land within 60 metres of the subject lands
- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

## Recommendation

It is recommended that the Committee of Adjustment receive comments from the public and, pending comments received, approve application PL-ZNA-2025-0041 for 6401 Salmon Lake Road to permit the legal non-conforming garage to be enlarged with a 400 square foot addition to the east side of the garage, and a 220 square foot lean-to addition to the south side of the garage, all of which may establish a minimum of 5.8m front yard.

**Report Prepared By:**

Christine Woods, RPP, MCIP, Manager of Planning

**TOWNSHIP OF SOUTH FRONTENAC**
**APPLICATION FOR MINOR VARIANCE**
**OR PERMISSION (s. 45(2))**
Updated January 2025

The Committee of Adjustment is a Committee of eight persons appointed by Township Council. The Committee is formed under Section 45 of the *Planning Act* R.S.O. 1990, Chapter P.13, to authorize a minor variance from a zoning by-law or permission under s. 45(2) to alter a legal non-conforming use.

**The Committee may vary Zoning By-law provisions provided the Committee is of the opinion that the variance:**

- Is desirable for the appropriate development or use of the land, building or structure
- Maintains the general intent and purpose of the Official Plan.
- Maintains the general intent and purpose of the Zoning By-law.
- Is minor in nature

**The Committee may grant permission to enlarge or extend a structure or alter the use of the lands where any land, building or structure, on the day the by-law was passed, was lawfully used for a purpose prohibited by the by-law.**

**Application Requirements**

1. It is required that one (1) copy of this application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the **sketch,** accompanied by a **non-refundable fee** in accordance with the chart below in cash, or by debit card, credit card or cheque made payable to the Township of South Frontenac.

| **Application Type:** | **Planning Application Fee:** |
|---|---|
| 1-3 Variances | $1,249.00 |
| 4+ Variances | $1,468.00 |
| After building without a permit | $2,241.00 |

2. It is required that a Fee be provided for the Township to review onsite sewage disposal and Conservation Authority (where applicable) when submitting an application (Separate **cheques**, payable to the applicable Conservation Authority, are to be submitted with the application).

| | |
|---|---|
| Township of South Frontenac<br>*Minor Variance Only*<br>*Minor Variance WITH Performance Review*<br>*Minor Variance in combination with a new Class 2, 3, 4, or 5 sewage system other than a Class A system* | $463.00<br>$720.00<br>$1,183.00 |
| Cataraqui Region Conservation Authority | $445.00 |
| Quinte Conservation Authority | $450.00 |
| Rideau Valley Conservation Authority | $410.00 |

Please Note: These fees are for **consultation** on this application only; these agencies may require additional permit applications and fees prior to any construction.

3. **PLEASE READ THIS ITEM CAREFULLY**

Each applicant shall provide a sketch showing the dimensions of the subject land and of all abutting lands as outlined in Question 29 of the application. The sketch should be accurately dimensioned and scaled in either Imperial or Metric measures. This sketch, in conjunction with the Application Form, is the basis for the analysis of the Minor Variance Application by the Committee of Adjustment. It is strongly recommended that the applicant spend the necessary time to carefully and thoroughly assemble the data and transfer the data to the sketch. It is important that the sketch be drawn with accurate dimensions and measurements. Any application which does not include the above required information may not be accepted. In this regard, the applicant may wish to secure the assistance of a person who specializes in the drafting of such sketches. A guide to answering the application questions is attached.

4. **Collection of Personal Information**

Personal information requested herein is required under the *Planning Act*, 1990 as amended. This information will be used by the Committee of Adjustment/Land Division Committee for the purpose of reviewing the above referenced application, and may be made available to those boards, Commissions, Authorities, Agencies and Persons having an interest in this matter. Any questions regarding the collection of this information should be directed to the Secretary Treasurer of the Committee of Adjustment (P.O. Box 100, Sydenham, Ont., K0H 2T0, Phone 376-3027 ext.2224).

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

Date Received: 22 · Apr · 2025 File No: PL·ZNA·2025·0046

Pre-Consultation for this application ☒ Yes ☐ No

Planner: _____ Date of pre-consultation: _____

1. Name of Owner(s): MICHAEL FRASSO & SHANNON IRELAND-FRASSO

**Full Mailing Address** of Owner(s): 1230 BUREGA LANE

ELGINBURG, ON K0H 1M0

Phone number of Owner(s): [redacted]

Email Address of Owner(s): [redacted]

☒ If the applicant is **NOT** the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application, must accompany the application.

Name of Authorized Agent: _____

**Full Mailing Address** of Authorized Agent: _____

_____

Phone number of Authorized Agent: _____

Email Address of Authorized Agent: _____

Agent as named above is hereby authorized to act on behalf of the owners for purposes of processing this application for Minor Variance.

_____
Signature(s) of Owner(s)

3. The description of the subject land:

District: ☐ Bedford ☐ Portland

Concession Number: _____ Lot Nu

Street Number: 1230 Name of Road/S

Reference Plan Number: _____ P

Roll Number: 040-060-03300-000

PIN: 36278-0347 LT
PT LT 7-8 CON 1
LOUGHBOROUGH AS IN
FR 285966
T/W & S/T FR285966

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

4. The frontage(s), depth and area of the subject land. (SEE APPENDIX "A")

Frontage (on water): 108 FT. Frontage (on road/lane): +/- 80FT

Depth: 2,049 FT (WEST SIDE) 1,982 FT (EAST SIDE) Area: 10.4 ACRES.

5. The current zoning of the subject land:

RESIDENTIAL/FARM (SOURCED FROM TAX BILL)

6. The nature and extent of the relief from the Zoning By-law:

REQUIRE MINOR VARIANCE FOR 17.5 METERS FROM HIGH WATER MARK. PROPOSED BASE DECK IS 12.5 M FROM WATER (APPENDIX "B").

7. The reason why the proposed use cannot comply with the provisions of the Zoning By-law:

PROXIMITY OF DECK & ROOF (PROPOSED) TO THE WATER

8. Does the subject property front on a municipally maintained road? ☐ Yes ☒ No

**OR** a privately maintained road? ☒ Yes ☐ No

Name of Road/Lane:

BUREGA LANE

☒ **If access to the subject property is by water only**, please indicate the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road.

10. What are the existing uses of the subject land?

RESIDENTIAL

11. Please indicate whether there are any **EXISTING** buildings or structures on the subject land. (I.e. residence, garage, shed, etc.)

☒ Yes ☐ No

12. If the answer to item 11 is yes, **for EACH building or structure** indicate:

| | (1) | (2) | (3) | (4) |
|---|---|---|---|---|
| **Type of Structure (E.g. residence)** | RESIDENCE | DECK. | | |
| **Setback from Front Lot Line** | NORTH WEST CORNER: 55FT | | | |
| **Setback from Rear Lot Line** | | | | |
| **Setback from Side Lot Line** | EAST SIDE: 12 FT<br>WEST SIDE: 16FT. | EAST SIDE: 34 FEET<br>WEST SIDE: 32 FEET | SEE APPENDIX "B" & "C" | |
| **Height of Building** (Also indicate if it is one story or two story) | 1 STORY<br>15 FT AT EAST PEEK. | 18" OFF GROUND. | | |
| **Dimensions of Floor Area** | GARAGE (ATTACHED) 26FT x 24.5 FT<br>HOUSE 30.5FT x 57.5 FT | NORTH - SOUTH: 18FT<br>EAST - WEST: 20 FT | | |
| **Setback from High Water Mark (If applicable)** | SOUTH WEST CORNER: 105FT<br>SOUTH EAST CORNER: 55FT | SOUTH WEST CORNER: 79 FEET<br>SOUTH EAST CORNER: 39 FT. | | |

13. The proposed uses of the subject land:

RESIDENTIAL

14. Are any building(s) or structure(s), or additions to existing building(s) or structure(s), **PROPOSED** to be built on the subject land?

☒ Yes ☐ No

15. If the answer to item 14 is yes, for each proposed addition, building or structure indicate:

| | (1) | (2) | (3) | (4) |
|---|---|---|---|---|
| **Type of Structure (E.g. residence)** | 3 SEASON SCREENED PORCH (DECK BASE & STEEL ROOF) | | | |
| **Setback from Front Lot Line** | | | | |
| **Setback from Rear Lot Line** | | SEE APPENDIX "C" & "D" | | |
| **Setback from Side Lot Line** | EAST SIDE: 37 FT<br>WEST SIDE: 32 FT | | | |
| **Height of Building** (Also indicate if it is one story or two story) | 1 STORY.<br>13 FT | | | |
| **Outside Dimensions of Building/Structure** | NORTH - SOUTH 14 FT<br>EAST - WEST 17 FT | | | |
| **Setback from High Water Mark (If applicable)** | SW CORNER: 81 FT (24.7 M)<br>SE CORNER: 41 FT (12.5 M). | | | |

NOTES: 1) If the subject property is on waterfront, and on a private lane, the setback from the front lot line and the setback from the high water mark will be the same.
2) The dimensions required in this question relate to the **NEW CONSTRUCTION ONLY**, and **NOT** to the total size of the completed building.

16. Do your plans include any **DEMOLITION** of existing structures? ☒ Yes ☐ No

If yes, please provide details:

REMOVE EXISTING DECK

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

17. Do your plans include the **RAISING** of an existing structure? ☐ Yes ☒ No

If yes, please provide details:

18. What are the uses of the proposed development?

| | | | |
|---|---|---|---|
| (a) | Increase in number of bedrooms | ☐ Yes | ☒ No |
| (b) | Increase in plumbing fixtures | ☐ Yes | ☒ No |
| (c) | Increase in living space | ☒ Yes | ☐ No |
| (d) | Will the addition or structure encroach on the existing septic system? | ☐ Yes | ☒ No |

19. The date the subject land was acquired by the current owner:

26 SEPTEMBER 2024.

20. The date the existing buildings and structures were constructed on the subject lands:

1978

21. The length of time that the existing uses of the subject land have continued:

RESIDENCE SINCE 1978

22. Indicate whether water is provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake, or other water body, or other means:

PRIVATE WELL

23. Indicate whether sewage disposal is provided to the subject land by a publicly owned and operated sewage system, a privately owned and operated individual or communal septic system, a privy, or other means:

SEPTIC SYSTEM

24. Is storm drainage provided by sewers, ditches, swales or by other means?

NO.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

25. Please indicate whether the subject land is subject of an application under the Planning Act for approval of a Plan of Subdivision or Consent.

☐ Yes ☒ No

26. If the answer to question 25 is yes, please give the file number of the application and the status of the application.

---

27. If known, please indicate whether the subject land has ever been the subject of an application under Section 43 of the Planning Act (Minor Variance).

☐ Yes ☒ No

28. If the answer to item 27 is yes, please give the file number of the application and the status of the application.

---

29. A **SKETCH** must be submitted showing the following:

i) THE SKETCH **MUST** HAVE A NORTH ARROW AT THE TOP OF THE PAGE.

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iii) The location of a reference point……i.e. distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing.

iv) The location of all abutting (neighbours') lands.

v) The approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, barns, wetlands, wooded areas, wells and septic tanks. Show distance of these features from the applicant's property lines.

**Note: ** The distances to on-site and abutting owners' wells, septic fields and barns, from the property to be varied, **IS REQUIRED** to be shown. The **SKETCH** is of significant importance and should be prepared as carefully, neatly and accurately as possible.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## AGREEMENT TO INDEMNIFY

Attached to this application is a cheque payable to the Township of South Frontenac representing payment of the application fee.

The Owner/Applicant/Agent agrees that the information recorded in this Minor Variance Application Form is accurate. The Owner/Applicant/Agent agrees that representatives of the Township and, where applicable, the appropriate Conservation Authority, may enter onto the subject property for the purpose of determining the appropriateness of the site for the proposed development.

The Owner/Applicant/Agent agrees to reimburse and indemnify the municipality for all fees and expenses incurred by the municipality to process the application, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend Council's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the municipality may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/Applicant/Agent further agrees to provide the municipality, upon request and in cases where an application has been appealed to the Ontario Land Tribunal, with a deposit (over and above the normal application fee), from which the municipality may, from time to time charge any fees and expenses incurred by the municipality in order to process the application. If such appeal expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the municipality, with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days,

The Owner/Applicant/Agent further agrees that, until such requests have been complied with, the municipality will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application:

DATED AT THE TOWNSHIP OF SOUTH FRONTENAC

THIS 22 DAY OF APRIL, 20 25

I, SHANNON IRELAND-FRASSO OF SOUTH FRONTENAC
solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

[redacted]
Signature of Applicant or Authorized Agent

Signature of Applicant or Authorized Agent

DECLARED before me at the TOWNSHIP OF SOUTH FRONTENAC (IN THE COUNTY OF FRONTENAC)

THIS 22 DAY OF April, 20 25

Kamila Seitkhanova
A Commissioner, etc.

Kamila Seitkhanova, a Commissioner, etc.,
Province of Ontario, for the Corporation of
the Township of South Frontenac.
Expires August 14, 2027.

**TOWNSHIP OF SOUTH FRONTENAC APPLICATION FOR MINOR VARIANCE**
***Planning Act*, R.S.O. 1990, c. P.13 as amended**

## A Guide to Completing the Minor Variance Form

1) The names of **all** owners must appear in this section, even if they live in separate residences, and the address(es) should be the **full mailing address, complete with postal code**.

2) You may wish to appoint someone to act on your behalf during the variance process. If so, that person's name, address and phone number should appear here All owner's must sign the authorization.

3) Description of the Subject Land:
   a. District: The Districts are the same as the former Townships. If you are not sure, check the roll number (the long number beginning with 1029) on your tax bill. If the numbers are 010, 020 or 030, your district is Bedford; if the numbers are 040-050, your district is Loughborough; if the numbers are 060 or 070, your district is Storrington; and if the numbers are 080, your district is Portland.
   b. Concession and Lot Numbers: if you are not sure, check your tax bill
   c. Street Number: Your civic address – if a civic number has not been assigned, leave this space blank.
   d. Name of Road/Street: This question applies whether or not you are on a private lane or a public road.
   e. Reference Plan No: If your property has been surveyed, it will have a plan number, and one or more parts on that plan. If your property has not been surveyed, leave this space blank.
   f. Roll No: This is the number beginning with '1029' which appears on your tax bill. Please take time to look it up before submitting the application.

4) Frontage, depth, area, acres: All parts of this question must be completed.

5) Current zoning: You may not be aware of the zoning on your property and this can be determined when you come in for pre-consultation with planning staff.

6) Nature and Extent of Relief: This question is asking what you are asking to do that requires the variance – for example, it could be that you are asking to be 25 m rather than 30 m from the high water mark, or that you are asking to increase the height of a structure within 30 m of the high water mark, or that you are seeking a variance to construct an accessory building closer to the front lot line than the principal building.

7) Reason why you can't comply: In other words, why can you not meet the required setbacks. It could be, for example, because you are seeking a variance to add on to an existing structure that is already too close to the water, or that developing further from the water would be impossible because of a steep embankment.

8) Roads: Municipally maintained roads are looked after by the Township; private roads are lanes that residents maintain themselves (not private driveways, but lanes that provide access to your property and that are generally shared with others).

9) Parking and Docking: This question is only relevant is you can only access your property by water.

10) Existing Uses: e.g. residential, retail business, vacant recreational land

11) Buildings: If there are **ANY** buildings or structures on the property now, the answer to this question is "yes".

12) Description of buildings and structures: You must complete all sections of this question for each structure on your property. **If there is a deck on your dwelling, please describe it separately from the residence.**

13) Proposed Uses: Generally, the answer to this question will be the same as the answer to #10, but if, for example, the land is currently vacant, and you are planning to construct a dwelling, then the use to be described in section 10 would be "vacant recreational land", and the use described in section 13 would be "residential"

14) Proposed structures: If you are planning to build **ANYTHING** on the property, the answer to this question is "yes" – This includes additions, decks, garages, septic systems.

15) Description of new construction: **ALL** proposed new development must be described here. If you are proposing to construct an addition to a dwelling, and to add a deck, please show this information in separate columns.

16) **Demolition: All demolition requires a permit from the building department.** In some instances, a proposed addition or increase in height cannot be accomplished without the removal of existing walls. If this is not made clear to the Committee at the beginning of the process, you may find that, although you are granted permission to add on to your residence, you can't actually do it because you have not made it clear that there is demolition involved.

17) Raising of Structure: In other words, are you proposing to raise the building in order to construct a basement under it.

18) Uses of Development: Please answer each part of this question. An increase in living space would include anything with walls – e.g. a screened porch would involve an increase in living space.

19) Date land acquired: When did you take possession of the property?

20) Date of existing buildings: If you are not sure, provide your best estimate.

21) Length of existing uses: For example, has the land been used for residential purposes for 30 years, or 18 months?

22) Water supply: in most cases the answer will be private well, but some waterfront properties take their water from a lake.

23) Septic: in most cases the answer will be private sewage system, but there may be some privies.

24) Drainage: Are there specific ditches that have been constructed to deal with drainage; is there natural drainage, etc.?

25) Application for consent: Is there currently an application for consent (severance) being proposed for the property?

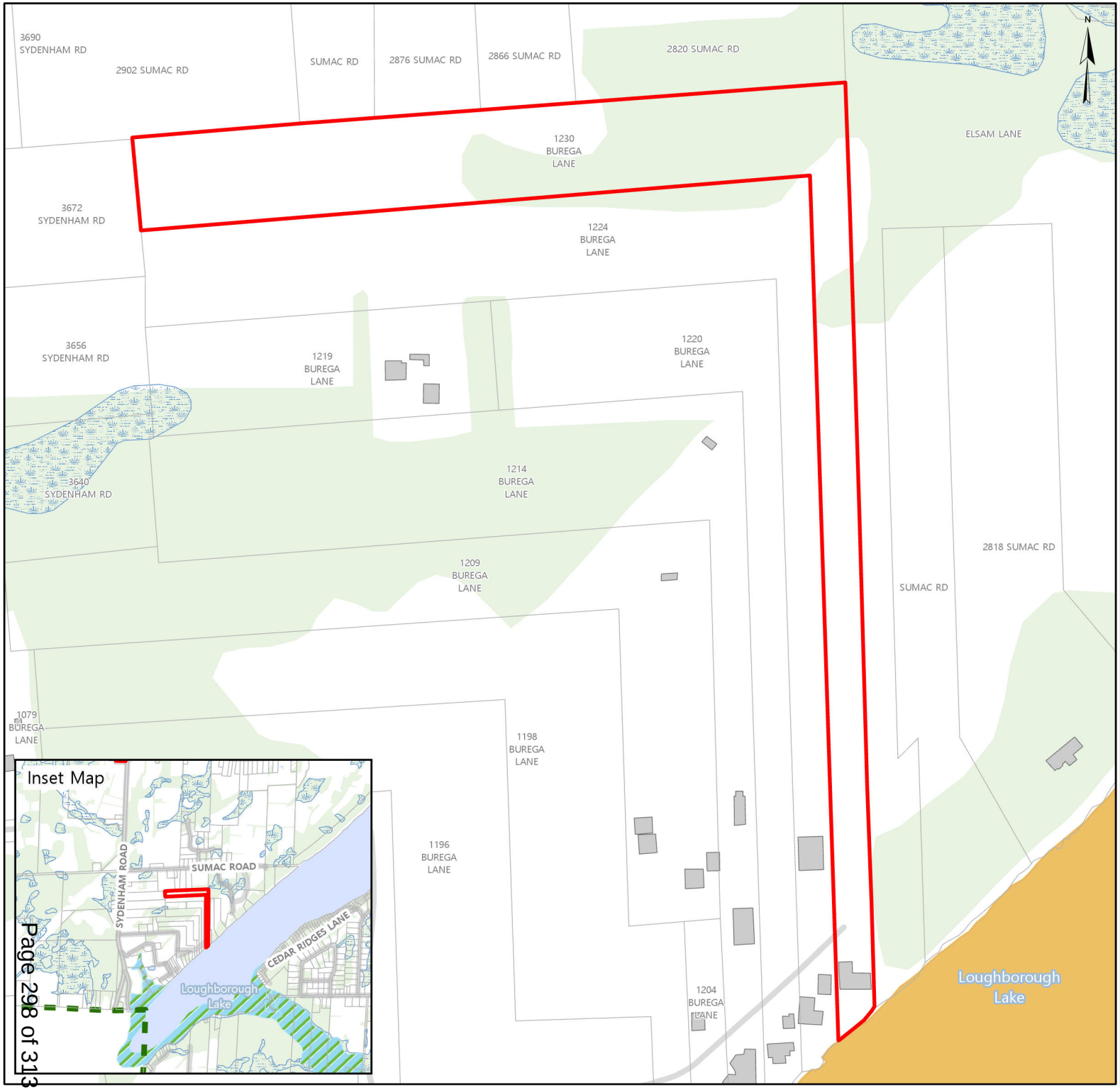
26) If yes: If there is a current application for severance or subdivision on the property, please indicate the file number. (Staff can help provide this information)

27) Minor variance: Has there ever been a minor variance granted on the property? If you are long-time owner of the property, you will probably be aware of any other special permission granted for a variance to the zoning by-law. If you are a new owner, the seller will probably have made you aware of this.

28) If yes: If there has been a previous variance granted on the property, please indicate the application number if known, and what the details of the variance were.

29) **SKETCH: We cannot stress enough the importance of a detailed, accurate, and complete sketch. You do not necessarily need to contract with a professional to draw the sketch, but sketches that are not drawn to scale, do not show dimensions and distances, or are not drawn neatly (PLEASE USE A RULER), will not be accepted.**

30) **Agreement to Indemnify**: Must be signed in front of a commissioner of oaths – you may have this done before submitting the application, or sign the application in front of staff who can sign as commissioners. All owners must sign the application, or it can be signed by an agent if one has been appointed.




SOUTH FRONTENAC

# PL-ZNA-2025-0046

## (FRASSO)
## 1230 BUREGA LANE

Legend

- Subject Property
- Provincially Significant Wetland
- Wetland
- Wooded Area
- Lake Trout Lake - At Capacity
- Lake Trout Lake - Not at Capacity
- Non-Lake Trout Lake - At Capacity
- Waterbody
- Township Boundary
- Road

Produced by the County of Frontenac under license with the Ontario Ministry of Natural Resources © King's Printer for Ontario, 2025.

While the County makes every effort to insure that the information presented is accurate for the intended uses of this map, there is an inherent error in all mapping products, and accuracy of the mapping cannot be guaranteed for all possible uses. This map displays basic topographic features only.

Scale: 1:3,500

0 37.5 75 150 m

UTM Zone 18 NAD 83

Date: 2025-04-24

APPENDIX "A"

CLIENT COPY




ServiceOntario

PRINTED ON 17 SEP, 2024 AT 08:26:44
FOR JVALBERG

SCALE
0 25 50 75 100 125 150 175
Meters

**PROPERTY INDEX MAP**
FRONTENAC(No. 13)

**LEGEND**

| | |
|---|---|
| FREEHOLD PROPERTY | |
| LEASEHOLD PROPERTY | |
| LIMITED INTEREST PROPERTY | |
| CONDOMINIUM PROPERTY | |
| RETIRED PIN (MAP UPDATE PENDING) | |
| PROPERTY NUMBER | 0449 |
| BLOCK NUMBER | 08050 |
| GEOGRAPHIC FABRIC | |
| EASEMENT | |

**THIS IS NOT A PLAN OF SURVEY**

**NOTES**

**REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS**

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED

Ontario

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APPENDIX "B"

FRONTENAC | 1230 Burega Lane






## Legend

Boundaries

Township Boundary

Property Information

Civic Address Points

Assessment Parcels

## Notes

Pre-Con Map for Discussion

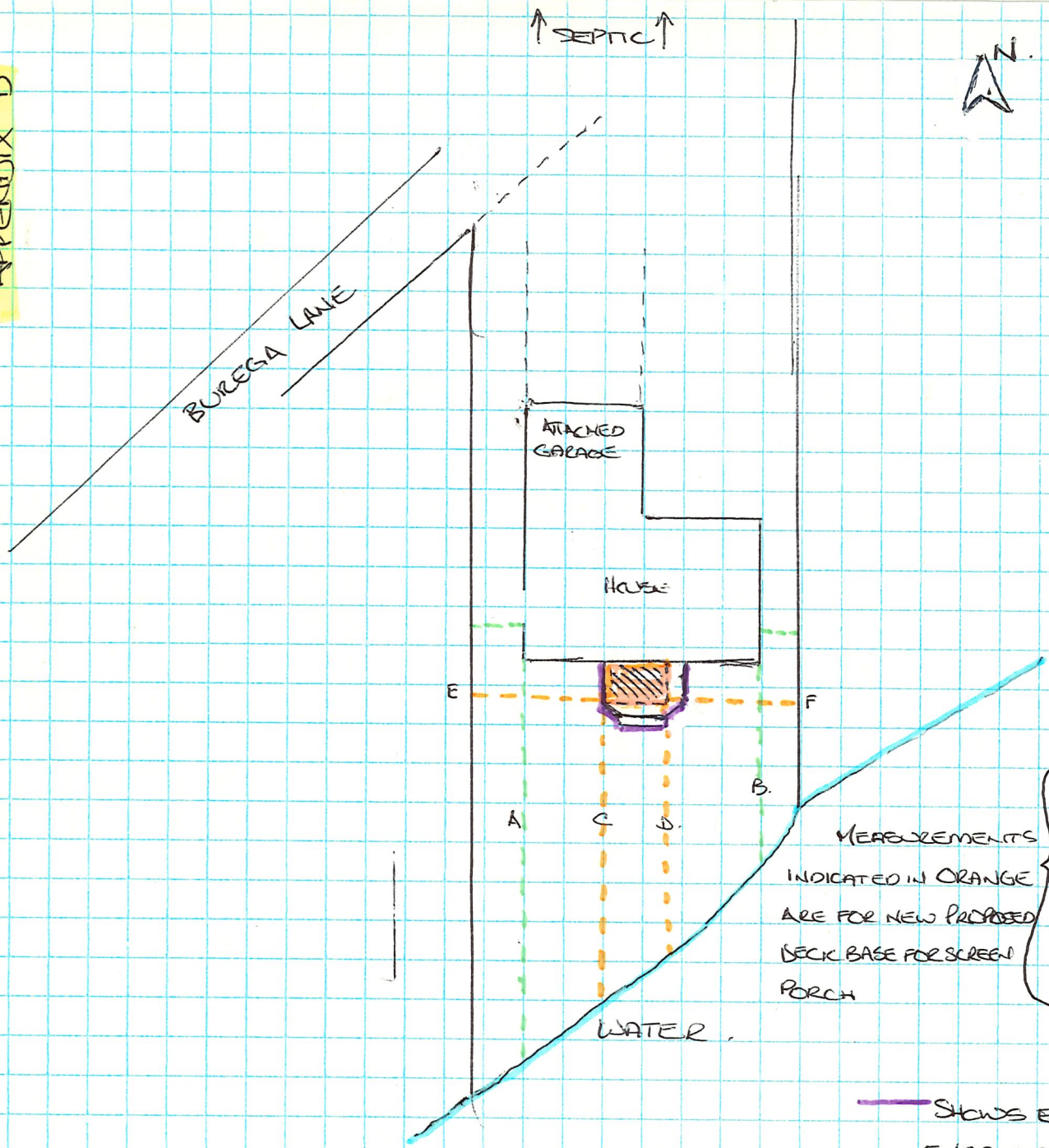
0 20 40 m

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Includes material © 2023 of the King's Printer for Ontario. All Rights Reserved.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

APPENDIX "B"




A - 105 FT (32M) TO HIGH WATER

B - 55 FT (16.8M) TO HIGH WATER

C - 81 FT (24.7M) TO HIGH WATER

D - 41 FT (12.5M) TO HIGH WATER

E - 32FT TO W PROPERTY LINE

F - 37FT TO E PROPERTY LINE

MEASUREMENTS INDICATED IN ORANGE ARE FOR NEW PROPOSED DECK BASE FOR SCREEN PORCH

SHOWS EXISTING DECK WHICH IS ENCROACHING WATER MARK BY 4FT MORE THAN PROPOSED DECK.

SHANNON IRELAND-FRASSO
MICHAEL FRASSO
1230 BUREGA LANE

N

~~APPENDIX~~
"C"






EXISTING DECK
20 FT WIDE (ALONG BACK OF HOUSE)
16 FT DEEP + 2 FT OF STAIRS + 20" (1 FT 8") HEIGHT OFF GROUND

NEW PROPOSED DECK
17 FT WIDE (ALONG BACK OF HOUSE)
14 FT DEEP - NO STAIRS & AS CLOSE TO ON-GROUND AS POSSIBLE

SHANNON IRELAND-FRASSO
MICHAEL FRASSO
1230 BUREGA LANE

N

APPENDIX "D"





PROPOSED ADDITIONAL ENCLOSED 3 SEASON ROOM TO BE BUILT OVER NEW DECK 17FT X 14FT WITH STEEL ROOF

May 5, 2025

File: MV/FRS/100/2025

**Sent by E-mail**

Christine Woods, Planner
Township of South Frontenac
P.O. Box 100
Sydenham, Ontario
K0H 2T0

Dear Ms. Woods:

**Re: Application for Permission PL-ZNA- 2025-0033**
**1230 Burega Lane; Pt Lt 7-8, Con 1**
**Loughborough District, Township of South Frontenac**
**Waterbody: Loughborough Lake**

Cataraqui Conservation staff have reviewed the above-noted application for permission and provide the following comments for the Committee of Adjustment's consideration based on our role as commenting agency responsible for natural hazards on *Planning Act* applications, and as administrator of Ontario Regulation 41/24: *Prohibited Activities, Exemptions and Permits*.

**Proposal**

The proposed development involves replacing the existing 33.45 sq. m (360 sq. ft) deck with a 238 sq. ft three-season screened porch. Permission is required to increase the gross floor area of the house by 22.11 sq. m (238 sq. ft.).

**Site Description**

The subject lands are located along the northern shore of the east basin of Loughborough Lake. The lands are developed with an existing single detached dwelling, garage and attached uncovered deck and associated septic system. The existing dwelling is setback approximately 16.8 m (55 ft.) from the shoreline. The shoreline consists of a steep limestone slope (approximately 4 m high) with the remainder of the property being flat and grass covered.

**Discussion**

Cataraqui Conservation's scope of review for this proposal includes the avoidance of natural hazards (e.g. flooding and erosion) associated with the shoreline of Loughborough Lake.

Natural Hazards / Ontario Regulation 41/24

**Flooding:** The regulatory (1:100 year) floodplain of Loughborough Lake is defined as the highest recorded water level of the lake (125.1 m GSC). Cataraqui Conservation's Guidelines for Implementing Ontario Regulation 41/24 require that all new development be set back a minimum of 6 m from the regulatory floodplain of a waterbody.

Based on our review of elevation mapping, the existing dwelling and deck are set back over 6 m from the floodplain and the proposed screened porch addition will also meet this setback. As the existing development and proposed addition meet or exceed the minimum 6 m setback, Cataraqui Conservation has no concerns from a flooding perspective.

**Erosion:** Cataraqui Conservation directs development away from lands subject to long term erosion hazards and defines the extent of potential erosion hazard for bedrock shorelines to be a stable slope allowance of 1(v):1(h) plus an allowance for toe erosion and an additional 6 m allowance to account for safe access. The erosion hazard is estimated to be 12 m. The proposed addition is setback approximately 12.5 m from the top of bank and as such, staff are satisfied with the proposal from an erosion hazard perspective.

**To ensure long-term erosion avoidance and slope stability, staff recommend the maintenance and enhancement of a healthy buffer of native vegetation between buildings/structures and the water, to help stabilize soils into the long-term. Runoff from buildings and structures and other hardened surfaces should also be directed away from the shoreline to a naturally vegetated location where infiltration can occur.**

**Recommendation**

Cataraqui Conservation staff have no objections to the approval of application PLZNA 2025-0046 based on our consideration for natural hazard and regulatory policies.

Staff recommend implementation of the above-noted best practice measures (in bold text) and advise the applicant that if the proposed development is approved, Cataraqui Conservation permit approval will be required.

**Ontario Regulation 41/24**

Please note that portions of the subject lands within 15 m of the regulatory floodplain and erosion hazard are subject to Ontario Regulation 148/06: *Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses*, which is administered by the Cataraqui Conservation. The purpose of the regulation is to ensure that proposed changes (e.g. development and site alteration) to a property are not affected by natural hazards, such as flooding and erosion, and that the changes do not put other properties at greater risk from these hazards. **If approved, the proposed addition and associated site alteration will require Cataraqui Conservation permit approval. The landowner(s) should contact Cataraqui Conservation's office at the building permit stage for more information regarding permitting requirements under O. Reg. 41/24.**

Please inform this office of any decision made by the Committee with regard to these applications. If you have any questions, please contact the undersigned at 613-546-4228 ext. 239, or by e-mail at estucke@crca.ca

Sincerely,

Emma Stucke

Emma Stucke, MCIP, RPP
Resource Planner

Cc: property owner, via email

Township of South Frontenac

# Staff Report

**To:** **Committee of Adjustment**

**From:** **Development Services Department**

**Date of Meeting:** **May 8, 2025**

**Subject:** **Application for Permission to Enlarge Legal Non-Conforming Use (S. 45(2) of Planning Act) PL-ZNA-2025-00461, Frasso, 1230 Burega Lane, Loughborough District**

## Summary

This report recommends that the Committee of Adjustment grant permission to enlarge a legal non-conforming building under section 45(2) of the Planning Act.

## Background

The subject property is designated Rural in the Township Official Plan. The property is zoned Limited Service Residential – Waterfront (RLSW) in Zoning By-law No. 2003-75, as amended.

The L-shaped property is 10 acres in area with 30m frontage on Loughborough Lake. It is at the end of Burega Lane. The land is generally level, except at the shoreline. The shoreline consists of an almost vertical, approximately 6m high, limestone cliff.

The existing house with attached garage is approximately 2,390 sq. ft. in area. There is a 360 sq. ft. deck attached to the waterside of the house. The house is setback approximately 16m from the highwater mark of the lake, while the deck is setback approximately 12m, according to the application. The deck is setback approximately 10m from the top of bank.

## Proposal

The application is seeking permission under section 45(2) of the Planning Act to enlarge the dwelling. The 360 sq. ft. attached deck would be replaced with a 238 sq. ft. three-season screened porch. The addition would be setback a minimum of 12.5m from the highwater mark, and 10.5m from the top of bank.

## Related Applications

The lands are not subject to any additional applications under the Planning Act.

## Agency Comments

Cataraqui Conservation was circulated the application. Comments were not received before this report was finalized. They will be shared at the hearing.

## Public Comments

No comments were received before this report was finalized.

## Planning Analysis

Section 5.10.2 of the Zoning By-law states that existing buildings with less than the minimum 30m setback from the highwater mark of a waterbody may be repaired, renovated or strengthened to a safe condition provided there is no enlargement of the gross floor area or increase in height. This provision prohibits the enlargement of these existing buildings, without seeking permission from the Committee of Adjustment. The existing dwelling is a legal non-conforming building because it was constructed prior to the current Zoning By-law, and it is setback 16m from the highwater mark of Loughborough Lake.

Through its powers under section 45(2) of the Planning Act, the Committee of Adjustment may grant permission to enlarge the dwelling. The generally accepted criteria for considering such a request are:

- whether the proposal is desirable for the appropriate development of the subject property, and
- whether the proposal will result in undue adverse impacts on surrounding properties and the neighbourhood.

The proposed three-season screened porch would increase the gross floor area of the dwelling by 238 sq. ft. Lot coverage would be reduced since the addition would replace a larger deck. The addition would be setback farther from the highwater mark and the top of bank than the deck that it would replace.

The proposed three-season screened porch is not anticipated to result in any negative or intrusive impacts on surrounding properties or the lake. Any potential intrusion would be mitigated by existing tree coverage along the top of bank and the shoreline.

It is the opinion of staff that it is appropriate for the Committee of Adjustment to grant permission to enlarge the legal non-conforming dwelling on the property as described in this report.

## Notice/Consultation

Notice of the Statutory Public Hearing was given pursuant to the requirements of the Planning Act, at least 10 days in advance of the Public Hearing. This included notice given:

- by mail to every owner of land within 60 metres of the subject lands
- by posting notice signs on the subject lands
- by e-mail to prescribed persons and public bodies

## Recommendation

It is recommended that the Committee of Adjustment receive comments from the public and, pending comments received, approve application PL-ZNA-2025-0046 for 1230 Burega Lane to permit the legal non-conforming dwelling to be enlarged with a 238 sq. ft. three-season screened porch that will replace the existing attached deck. The proposal must be generally consistent with the application sketches, which will be attached to the decision as a schedule.

**Report Prepared By:**

Christine Woods, RPP, MCIP, Manager of Planning

Township of South Frontenac

# Staff Report

**To:** **Committee of Adjustment**

**From:** **Kate Kaestner, Planning Clerk**

**Report Date:** **May 8, 2025**

**Subject:** **Decisions on Delegated Consents, April to May 2025**

---

## Summary

This report summarizes the Consent applications that have been approved by Brad Wright, Director of Development Services, between April 11, 2025 and May 08, 2025.

---

## Background

The authority to grant undisputed consents is delegated to the Director of Development Services under By-law 2020-27. This report lists the applications which met the criteria for being undisputed consents and have received provisional consent approval.

## Discussion

a) **PL-BDJ-2025-0012 – Portland District**

Approved on April 11, 2025

The application is for a 3 acre lot addition to be conveyed from 3590 Harrowsmith Road to 3576 Harrowsmith Road, increasing the area of the property from approximately 7 acres to 10 acres in area. The retained lands will be 74 acres in area.

b) **PL-BDJ-2024-0108 – Portland District**

Approved on April 15, 2025

The application is to sever a lot from property at 1015 Little Deer Lane for conservation uses. The severed parcel will be 27 acres in area with 470 metres frontage on Little Deer Lane and Deer Park Drive. The retained parcel will be 9 acres in area with 24 metres frontage on Little Deer Lane and 275 metres frontage on Fourteen Island Lake. The retained lands are developed with a cottage.

c) **PL-BDJ-2024-0069, -0070 & -0071 – Loughborough District**

Approved on April 16, 2025.

The applications are for the creation of three (3) recreational properties together with the necessary right-of-way over Mason Lane. The severed parcels would be 1 hectare in size with at least 76 metres of frontage on Mason Lane and at least 115 metres of frontage on Otter Lake. Parcels A and B are vacant. Parcel C contains a cottage. The retained parcel would be 4 hectares in size with 162 metres of waterfrontage.

**d) PL-BDJ-2025-0005 – Portland District**

Approved on April 23, 2025.

The application seeks consent to sever for the purpose of creating one new rural residential lot from property at 3393 McConnell Road. The proposed severed parcel would be 2.2Ac in area with 125m of frontage. The retained parcel would be 13.7Ac in with 389m of frontage. The retained lands are developed with a dwelling and garage.

**e) PL-BDJ-2025-0022 – Portland District**

Approved on April 29, 2025.

The application seeks consent to sever a new lot from property at 3876 Harrowsmith Road. The severed parcel would be 10.5ha (26 acres) in size with 78m frontage on Harrowsmith Road. The retained parcel would be 3ha (7.5 acres) with 94m frontage on Harrowsmith Road. The Harrowsmith Free Methodist Church is on the retained parcel.

Appendix A – Mapping of application(s)

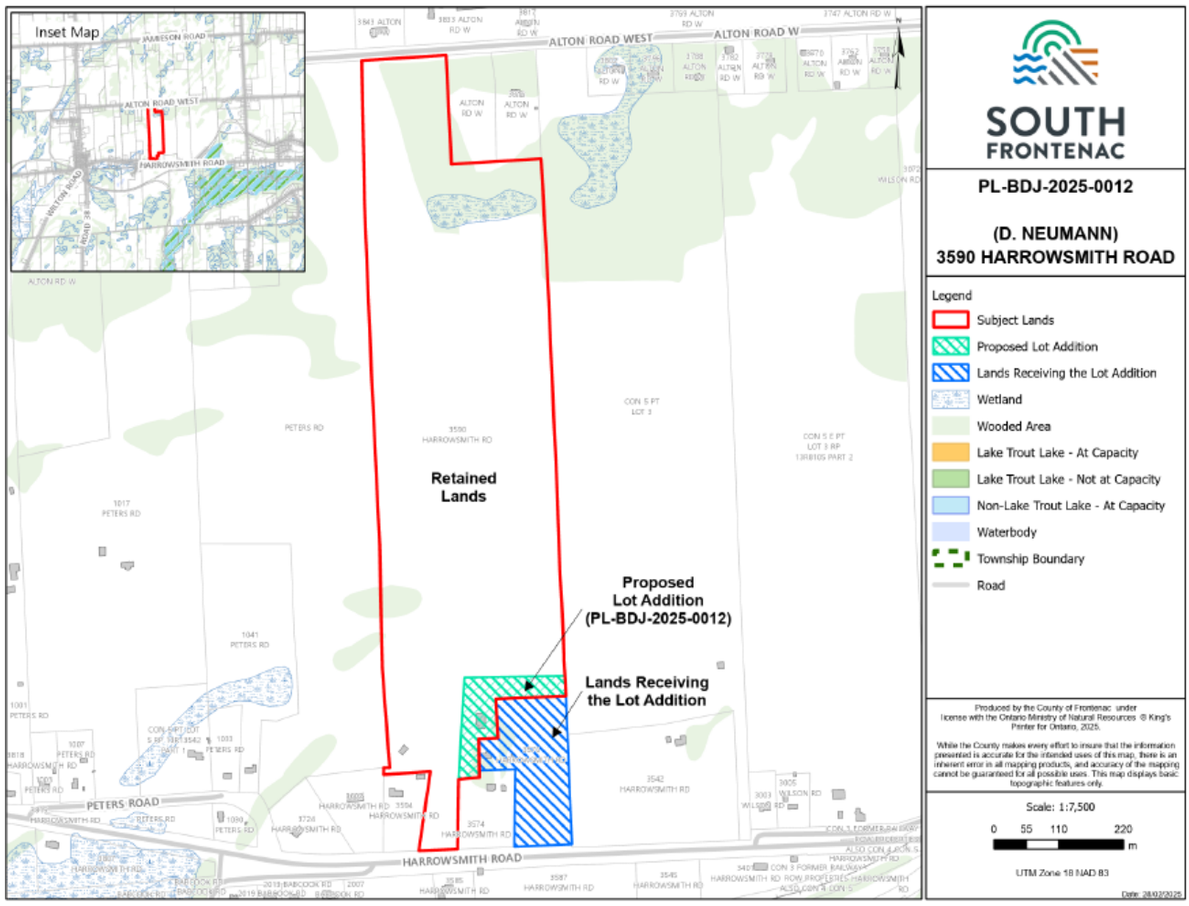
**Report Prepared By:**

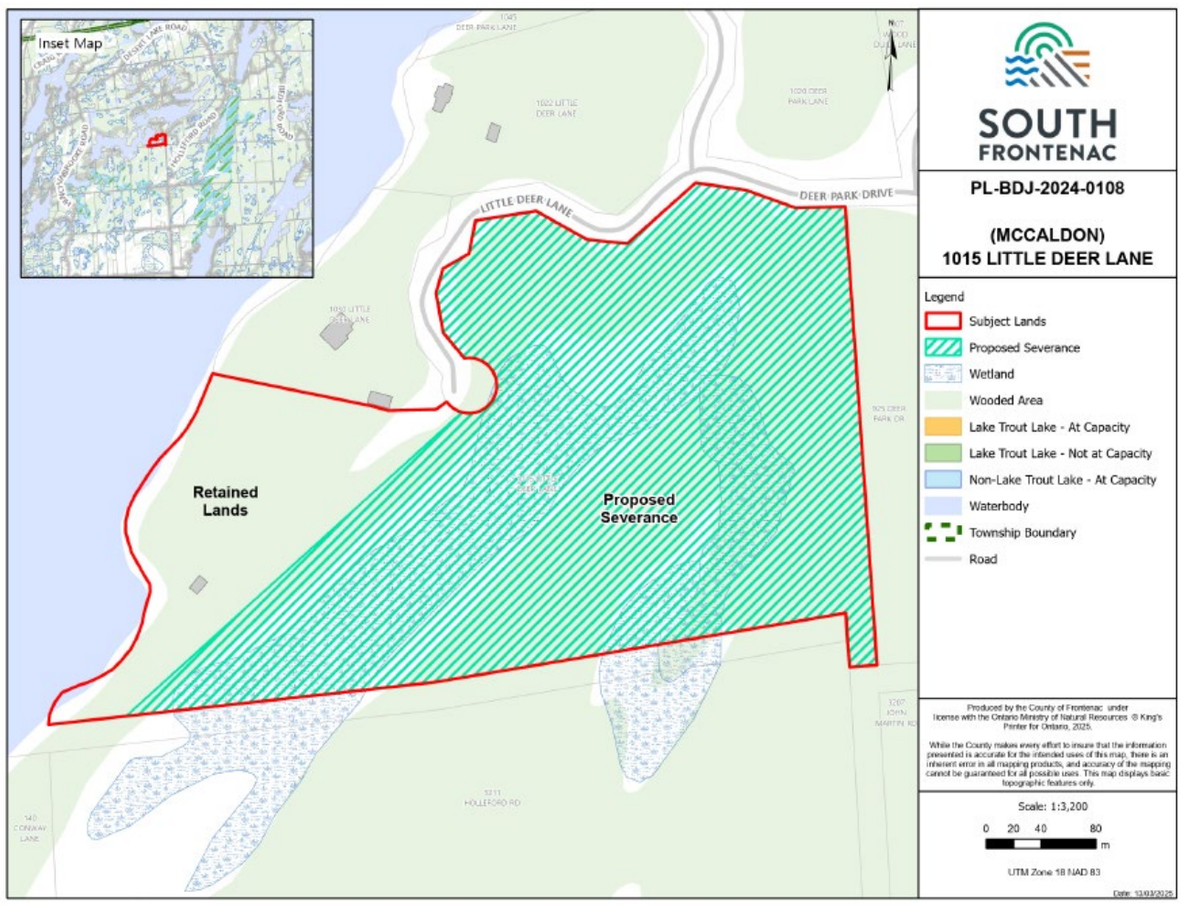
Kate Kaestner, Planning Clerk

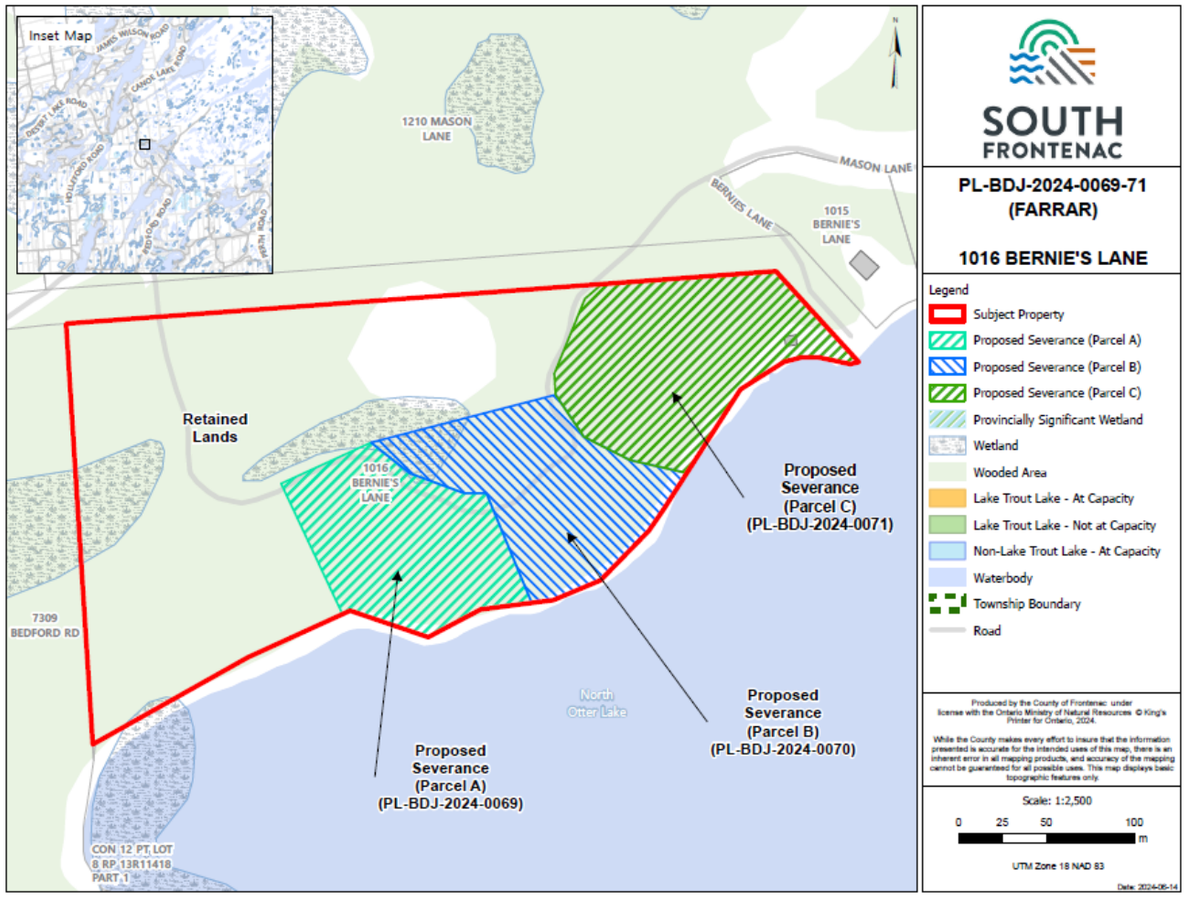
**Report Approved By:**

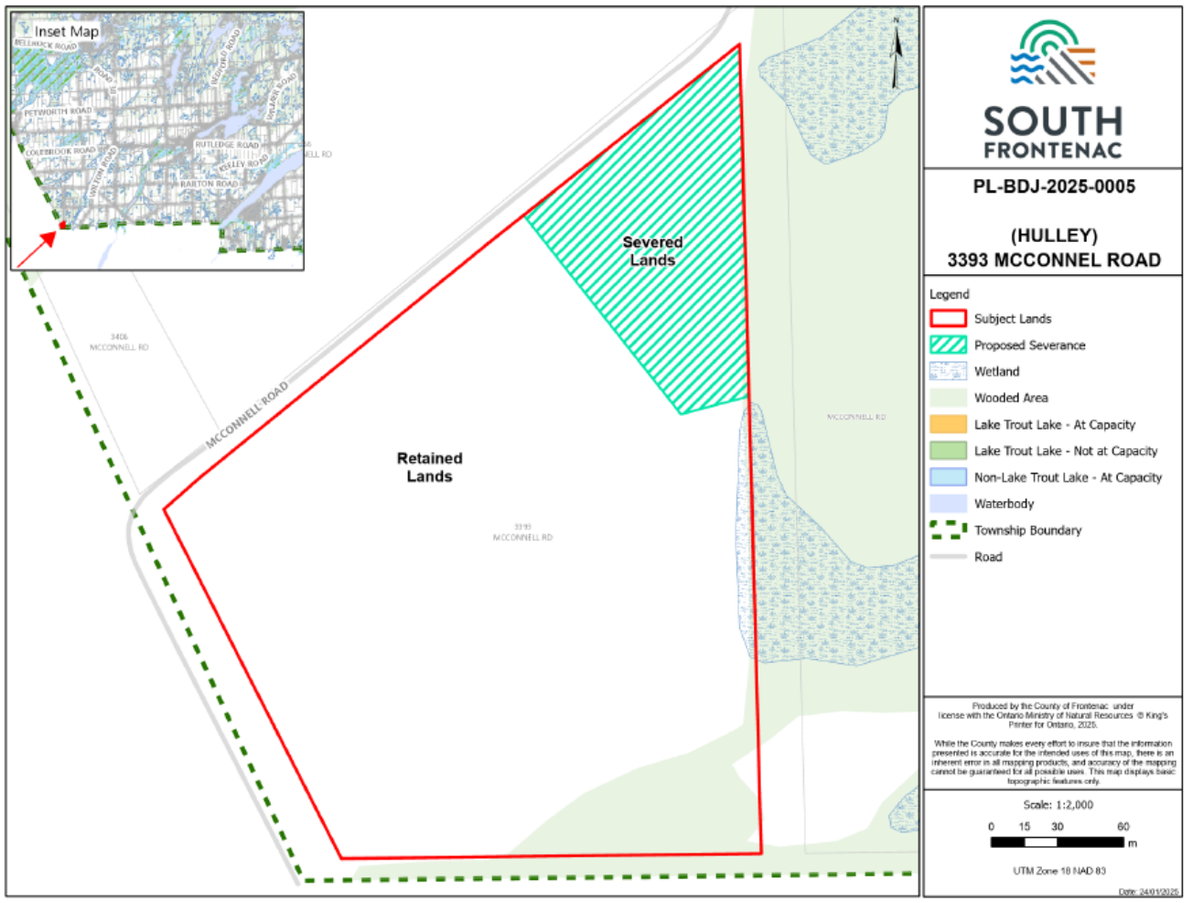
Christine Woods, Manager of Planning

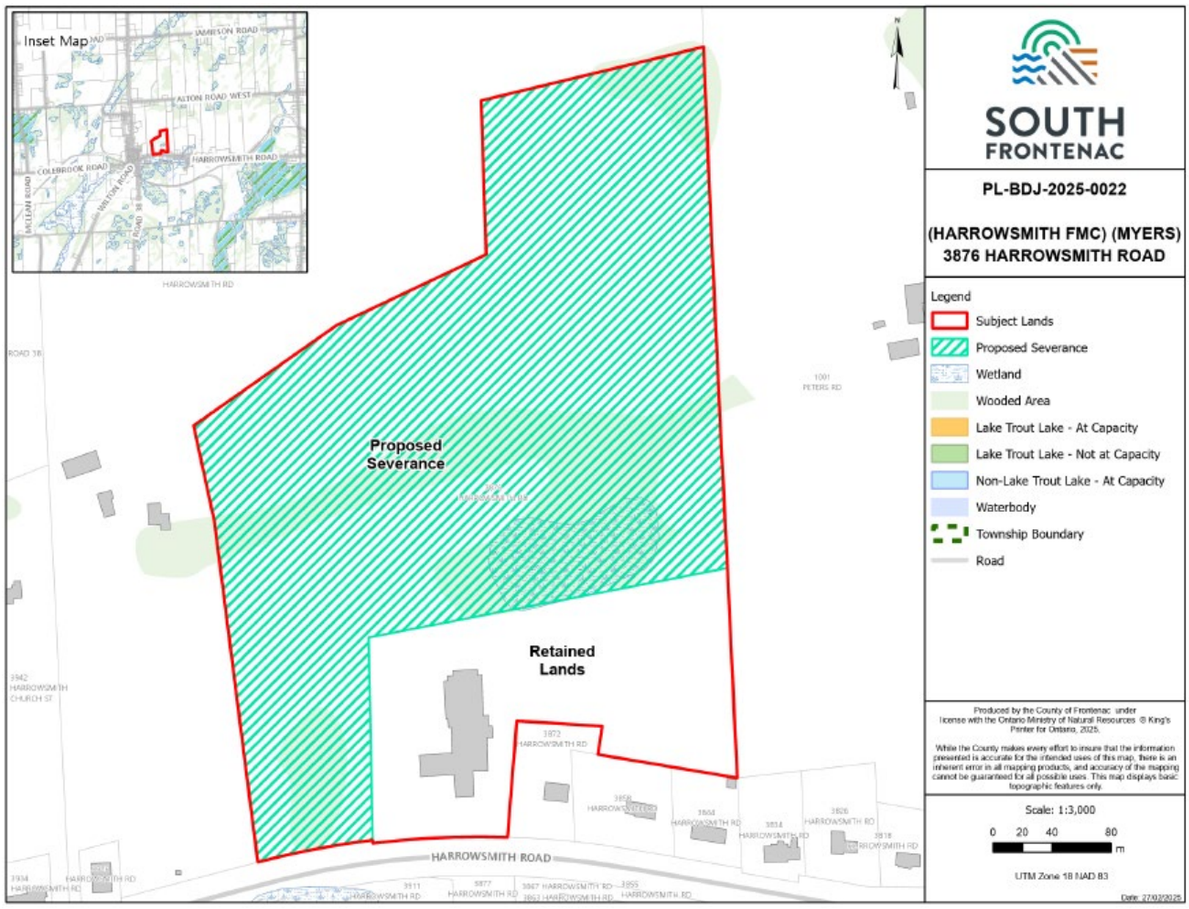
## APPENDIX A


Inset Map
ALTON ROAD WEST
ALTON ROAD W
HARROWSMITH ROAD
PETERS ROAD
Retained Lands
Proposed Lot Addition (PL-BDJ-2025-0012)
Lands Receiving the Lot Addition
SOUTH FRONTENAC
PL-BDJ-2025-0012
(D. NEUMANN)
3590 HARROWSMITH ROAD
Legend
Subject Lands
Proposed Lot Addition
Lands Receiving the Lot Addition
Wetland
Wooded Area
Lake Trout Lake - At Capacity
Lake Trout Lake - Not at Capacity
Non-Lake Trout Lake - At Capacity
Waterbody
Township Boundary
Road
Scale: 1:7,500
0 55 110 220
m
UTM Zone 18 NAD 83


Inset Map
LITTLE DEER LANE
DEER PARK DRIVE
Retained Lands
Proposed Severance
SOUTH FRONTENAC
PL-BDJ-2024-0108
(MCCALDON)
1015 LITTLE DEER LANE
Legend
Subject Lands
Proposed Severance
Wetland
Wooded Area
Lake Trout Lake - At Capacity
Lake Trout Lake - Not at Capacity
Non-Lake Trout Lake - At Capacity
Waterbody
Township Boundary
Road
Scale: 1:3,200
0 20 40 80
m
UTM Zone 18 NAD 83


Inset Map
1210 MASON LANE
MASON LANE
BERNIES LANE
1015 BERNIE'S LANE
Retained Lands
1016 BERNIE'S LANE
Proposed Severance (Parcel C) (PL-BDJ-2024-0071)
7309 BEDFORD RD
North Otter Lake
Proposed Severance (Parcel B) (PL-BDJ-2024-0070)
Proposed Severance (Parcel A) (PL-BDJ-2024-0069)
CON 12 PT LOT 8 RP 13R11418 PART 1
SOUTH FRONTENAC
PL-BDJ-2024-0069-71
(FARRAR)
1016 BERNIE'S LANE
Legend
Subject Property
Proposed Severance (Parcel A)
Proposed Severance (Parcel B)
Proposed Severance (Parcel C)
Provincially Significant Wetland
Wetland
Wooded Area
Lake Trout Lake - At Capacity
Lake Trout Lake - Not at Capacity
Non-Lake Trout Lake - At Capacity
Waterbody
Township Boundary
Road
Scale: 1:2,500
0 25 50 100
m
UTM Zone 18 NAD 83


Inset Map
Severed Lands
Retained Lands
MCCONNELL ROAD
SOUTH FRONTENAC
PL-BDJ-2025-0005
(HULLEY)
3393 MCCONNELL ROAD
Legend
Subject Lands
Proposed Severance
Wetland
Wooded Area
Lake Trout Lake - At Capacity
Lake Trout Lake - Not at Capacity
Non-Lake Trout Lake - At Capacity
Waterbody
Township Boundary
Road
Scale: 1:2,000
0 15 30 60
m
UTM Zone 18 NAD 83


Inset Map
JAMIESON ROAD
ALTON ROAD WEST
COLEBROOK ROAD
HARROWSMITH ROAD
DELTANT ROAD
WESTON ROAD
ROAD 38
HARROWSMITH RD
ROAD 38
Proposed Severance
Retained Lands
HARROWSMITH ROAD
SOUTH FRONTENAC
PL-BDJ-2025-0022
(HARROWSMITH FMC) (MYERS)
3876 HARROWSMITH ROAD
Legend
Subject Lands
Proposed Severance
Wetland
Wooded Area
Lake Trout Lake - At Capacity
Lake Trout Lake - Not at Capacity
Non-Lake Trout Lake - At Capacity
Waterbody
Township Boundary
Road
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Scale: 1:3,000
0 20 40 80
m
UTM Zone 18 NAD 83
Date: 27/02/2025