

Minutes of Council
February, 14, 2019

Time: 7:00 PM

Location: Council Chambers



Meeting # 19:01

In Attendance:

Alan Revill (Bedford District-C)
Mike Nolan (Bedford District)
Ray Leonard (Portland District-C)
Tom Bruce (Portland District)
Randy Ruttan (Loughborough District-C)
Mike Howe (Loughborough District)
Norm Roberts (Storrington District-C)
Ken Gee (Storrington District)

Absent With Regrets: None

Staff:

Claire Dodds – Director of Development Services, Secretary-Treasurer, South Frontenac

Trudy Gravel –Planner, South Frontenac

Michelle Hannah – Planning Assistant, South Frontenac

1. Call to Order
 - a) Committee of Adjustment February 14, 2019 meeting called to order at 7:00pm.
2. Appointment
 - a) Appointment of Committee of Adjustment Chair
Committee member Norm Roberts nominated Alan Revill for the position of Chair of the Committee of Adjustment.
 - b) Appointment of Committee of Adjustment Vice Chair
Ken Gee nominated Norm Roberts for Vice Chair, seconded by Ray Leonard.
 - c) Appointment of Deputy Secretary-Treasurer, Committee of Adjustment
Trudy Gravel appointed as Deputy Secretary-Treasurer of Committee of Adjustment.
3. Adoption of Agenda
4. Declaration of pecuniary interest
5. Approval of Minutes – December 13, 2018
 - a)
6. New Consent Applications:
 - a) S-01-19-B - Henderson
Part - Lot 32, Concession 7, District of Bedford, Township of South Frontenac

municipally known as 11 Colescott Lane, Bobs Lake. Consent to create a right-of-way over Parts 2 and 3 of a draft R Plan for property municipally known as 11 Colescott Lane to provide mainland parking and docking access to an island owned by the Henderson's.

T. Gravel commented that a letter received today from a neighbour that has no objections but that they would like the same consideration for future applications that are trying to achieve the same.

A. Revill requested confirmation that it is his understanding that the next application is the connecting piece to bring the right-of-way to the property over the Badour property and that this applications approval would imply the approval of the next application (S-02-19-B).

T. Gravel commented that A. Revill was corrected in assuming that this application being approved would more or less mean that the next application (S-02-19-B) on the Agenda would be approved.

Tracy Zander - speaking as the agent on this application, wished to hear what the letter from the commenting neighbour was with respect to. T. Gravel read the letter from the adjoining owner.

b) S-02-19-B - Badour

Part Lots 32-34, Concession 7, District of Bedford, South Frontenac Township, municipally known as 450 Badour Road, Bobs Lake.

Consent to create a right-of-way over property described as Part Lots 32, 33 & 34, Concession 7, 450 Badour Road, to provide legal access for 11 Colescott Lane to Colescott Lane, and to provide mainland parking and access for property on Eden Island

Fran Willes commented that she did not come with the intention to speak on any applications but that she owns property in the vicinity of the property in this application and is happy that it is being done correctly with respect to the right-of-way.

7. New Minor Variance Applications

a) MV-31-18-S – Pajot

MV-31-18-S - Part Lot 27, Concession 10, District of Storrington, Township of South Frontenac, located on Carrying Place Road, Cranberry Lake. To vary Section 5.8.2 a and 7.3.2 of the Township of South Frontenac Zoning Bylaw to increase the setback from the highwater mark of a waterbody from 30 metres (98.4ft) of a waterbody setback to 17 metres (55.8ft) to permit the construction of a new dwelling with attached garage on Cranberry Lake.

T. Gravel advised that the Rideau Waterway Development Review Team (RWDRT) commented that they recommended denial of the application based on their review of the application, but she noted that they had not completed a site visit at the time of their recommendation for denial.

T. Gravel noted that planning staff visited the site with staff from the RWDRT, Cataraqui Region Conservation Authority and Public Works. The site is difficult to work with due to varied topography and is heavily forested and slopes to Cranberry Lake. The applicants and agent have been working with the Health Unit and at the time of the site visit it was requested by all parties to the Applicant and Agent that drawings be submitted for further review by staff at the Township as well as the RWDRT. Planning staff have recommended the application be deferred to allow time for additional information to be submitted and to see if they can reposition the structure further back from the water and to decrease the visual aspect from the waterway.

A. Revill noted that if the applicants decide to modify the cottage the application will have to be re-located.

C Dodds asked to clarify that the RWDRT originally thought upon their denial that the applicants were getting 10 metres closer to the water than the actually

were and when staff visited the site they looked at the possibility of the building being pushed back further than what was originally proposed. The RWDRT were agreeable with the recommendation of deferral to allow the applicant to provide additional information.

K Gee commented that he is in favour of the deferral to see if all agencies can be pleased and working with planning staff etc to accommodate a better proposal and find something that can be more beneficial for the property and surrounding waterbodies.

M Nolan if the application is set to move forward will we get further comments from the RWDRT?

T. Gravel - once further comments are provided we will bring them back to the committee and we will make a decision based on the further comments.

A Revill - other committee members will have an opportunity to visit the site now that it has been deferred and there will be more time.

b) MV-01-19-B - Broadbent

MV-01-19-B - Broadbent Part Lot 21, Concession 2, District of Bedford, Township of South Frontenac, municipally known as 14 Walleye Lane, Bobs Lake. To vary Section 5.8.2 a and Section 10.3.1 of the Township of South Frontenac Zoning Bylaw to reduce the waterbody setback from 30 metres to 16 metres and reduce the eastern interior side yard from 3.0 metres to 1.6 metres to permit the construction of a new 180 ft² deck to an existing dwelling within the setback of Fish Creek, Bobs Lake.

K. Gee inquired if the cottage was a new construction.

W. Broadbent spoke to the matter and answered K Gee's questions that the property is under renovation and it is not a new building. There is interior work being done on the property and this was part of the whole picture and part of the building permit.

C. Dodds clarified that the applicant has a building permit for the interior work on the cottage but the Building Department will not approve construction of the deck until the Minor Variance is approved.

c) MV-02-19-B – German

MV-02-19-B – German – Part lot 29, Concession 7, District of Bedford, Township of South Frontenac, municipally known as 99A Sugarbush Lane, Bobs Lake. To vary Section 5.10.2 of the Township of South Frontenac Zoning Bylaw to allow an increase to the height of an existing building within 30 metres (98.4ft) of a waterbody setback from 16.7 feet (5.09 metres) to 19.1 feet (5.82 metres) to permit the construction of a portion of a new roof to an existing seasonal dwelling, 99A Sugar Bush Lane, Bobs Lake.

M Nolan inquired as to whether the changing of a roof structure and beginning new would there be a building permit and has there been any work done to the cottage at present?

A Revill - certainly a building permit would be required

T Zander - The roof re-configuration is to fix a leaking problem and older part of the roof that is in need of repair. There is no living space being added, this is just basically dealing with a leaking roof.

d) MV-03-19-P – Babcock

MV-03-19-P – Babcock - Part Lot 6, Concession 10, District of Portland, Township of South Frontenac, located on Hinchinbrooke Road. To vary Section 7.3.2 of the Township of South Frontenac Zoning Bylaw to reduce the minimum front yard setback from 20 metres to 12 metres to permit the construction of a new single detached one storey dwelling with an attached garage on a vacant lot.

R Leonard stated he viewed the property and sees no reason why this should not go through - Mr. Babcock has given the township a good chunk of land for road widening and this is what is causing part of the constraint on the property.

M Nolan wondered what is the distance from the wetland.

T Gravel noted that the wetland is approximately 42 metres away from the proposed dwelling.

K Gee - looks like he is utilizing a small lot and has found the best building envelope.

T Babcock spoke and noted that he gave the township a chunk of land and that was a waste of time because now it is like a speed way down Hinchinbrooke Road and now he has to go through a Minor Variance because where he wants to build is within 20 metres of the front lot line.

8. Other Business

a) Committee of Adjustments - Public Member Compensation

The South Frontenac Committee of Adjustment recommended Council provide a per diem of \$20 to the public members of the committee for site visits outside of their district at the request of the Director of Development Services.

Discussion:

M Nolan - do the Councilors get compensation for site visits?

A Reville - no.

Certain instances would be that Loughborough does not have any applications Other districts may like to go visit other district sites

A possible solution would be a sliding scale? As there may be some months that have no applications or some that have 6 applications in a month.

M Nolan - personally I think that the mileage is appropriate as that is where the expense is. But I do not think that he needs compensation for visits specifically as this is what we signed up for.

M Howe - agrees with the mileage - does not agree with the site visit as this is a voluntary basis for being on the committee.

K Gee - does not think that compensation has been revisited in 10 years and in big months you can have 3 to 5 hours of your time easily in to the applications. In comparison with other townships I think that this committee has the majority of Committee of Adjustment work.

The elected officials and staff have had increases over the years and this has not been looked at in some time, perhaps a graduated amount per year.

T Bruce - agrees with the payment for the meeting as opposed for the individual site visits.

N Roberts - should be extra for a visit especially if you have to go out of your own district.

R Ruttan - hears both sides and would be interested to delay this discussion to find out how much time actually goes into this process and at this point maybe he would say no and then later on that he may say wow this takes a lot of time, there should be extra compensation.

C Dodds commented that just so everyone is clear - the council members are subject to the council policy in the form of enumeration and any discussion as such would be considered through council, this discussion is solely for Committee of Adjustment public members.

R. Leonard agrees with both sides of it - Norm is right if you are in your own district and think you should go out of your strict there should be some sort of compensation for such. Perhaps it should be at the discretion of the Director of Development Services.

A. Reville requested that someone come up with a number.

K. Gee requested \$20 per site visit.

A. Reville suggests that the resolution be for \$20 per site visit at the request of the Director of Development Services that all members visit a specific site due to a complex or challenging file.

b) Process Improvement - Committee of Adjustment

C. Dodds reviewed process improvements that have been implemented in

Development Services since September, 2018.

- c) March 14th Committee of Adjustment Meeting - Confirmation of Quorum (3 members)

Staff inquired which members would be able to attend next meeting and it was determined quorum should be obtained with ease.

- d) OACA Training Videos

C. Dodds advised that the training videos were available for view and any member that wished to view them could provide their email address and they would be available on the OACA website for one week.

- 9. Adjournment

- a) Committee of Adjustment, February 14, 2019 meeting adjourned at 8:40 pm.

Alan Revill, Chair