



**SOUTH  
FRONTENAC**

**Township of South Frontenac  
Committee of Adjustment Meeting  
Minutes**



**Meeting # 06**

**Time: 7:00 PM**

**Location: Council Chambers/Virtual Via Zoom**

**Present:** Norm Roberts, Doug Morey, Steve Pegrum, Randy Ruttan, Alan Reville, Brett Moreland, Kevin Fox, Mike Howe

**Absent:**

**Staff:** Tom Fehr, Planner; Noah Perron, Planner; Kate Kaestner, Secretary-Treasurer

**1 Call to Order**

**a) Resolution.**

Resolution No. 2024-06-01

Moved by: Norm Roberts

Seconded by: Kevin Fox

THAT the July 11, 2024 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. 2024-06-02

Moved by: Kevin Fox

Seconded by: Norm Roberts

THAT the Committee of Adjustment adopts the Agenda for the July 11, 2024 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, you can also follow along with the PDF version that is in the attachment of this agenda item.**

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4 Declaration of pecuniary interest

- a) Deemed Personal Conflict declared by Committee member Brett Moreland regarding Agenda items 7. a) and 9. a) as the applicants are family members.

5 Approval of Minutes – June 13, 2024

- a) Resolution.

Resolution No. 2024-06-03

Moved by: Steve Pegrum

Seconded by: Mike Howe

THAT the Committee of Adjustment hereby approves the minutes of the June 13, 2024 Committee of Adjustment meeting.

Carried

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

7 New Consent Applications:

- a) PL-BDJ-2024-0047 (Smith) - Storrington District

Property Address: 3395 Moreland Dixon Road

Purpose & Effect of the Application:

Consent to sever for the purpose of creating one rural residential lot. The proposed severed lot would have 2 acres of area and approximately 84 metres of frontage on Princess Road. The retained parcel would have an approximate area of 89 acres with frontage on Princess Road and Moreland-Dixon Road. The severed lot is located within the influence area of an existing quarry operation. For this reason, an application for a minor variance (PL-ZNA-2024-0048) has also been submitted to permit residential land uses within 300-500m of the quarry operation.

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

Randy Ruttan, Chair of the Committee inquired as to whether the applicant or their agent wished to address the Committee (None heard).

Chair Ruttan gave members of the public the opportunity to speak to the application (None heard).

Chair Ruttan asked Committee members whether they had any questions for staff or the applicant regarding the proposal. (None heard).

Kate Kaestner, Secretary-Treasurer read the resolution for conditional approval of the consent application.

Chair Ruttan asked the Committee if they had any comments regarding the resolution (None heard).

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Resolution No. 2024-06-04

Moved by: Mike Howe

Seconded by: Steve Pegrum

THAT the Committee of Adjustment hereby approves consent application PL-BDJ-2024-0047 for property municipally known as 3395 Moreland Dixon Road, to allow the creation of one new rural residential lot, being 2 acres in area and having 84 metres of frontage on Princess 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-2024-0048 (Smith) - Storrington District

Property Address: 3395 Moreland Dixon Road

Purpose & Effect of the Application:

This minor variance application was submitted with Consent application PL-BDJ-2024-0047 in order to permit residential land uses within 300-500m of the quarry operation. The proposed severed lot is approximately 380m from the licensed quarry area.

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

Randy Ruttan, Chair of the Committee inquired as to whether the applicant or their agent wished to address the Committee (None heard).

Chair Ruttan gave members of the public the opportunity to speak to the application (None heard).

Chair Ruttan asked Committee members whether they had any questions for staff or the applicant regarding the proposal. (None heard).

Kate Kaestner, Secretary-Treasurer read the resolution for conditional approval of the minor variance application.

Chair Ruttan asked the Committee if they had any comments regarding the resolution (None heard).

Resolution No. 2024-06-05

Moved by: Mike Howe

Seconded by: Steve Pegrum

THAT the Committee of Adjustment hereby approves minor variance application PL-ZNA-2024-0048 for property municipally known as 3395 Moreland Dixon Road, to allow for the creation of one new rural residential lot, being located approximately 380 metres from a licensed quarry operation, subject to conditions.

Carried

b) PL-ZNA-2024-0061 (Szewerda) (Stokes) - Bedford District

Property Address: 100 Maple Grove Crescent

Purpose & Effect of the Application:

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To request permission under Section 45(2) of the Planning Act to enlarge a legal non-conforming dwelling and attached deck located within 30m of the highwater mark of Bobs Lake. The existing single storey dwelling has a ground floor area of 66.8sqm and an attached deck with an area of 35.8sqm. The ground floor area of the proposed dwelling will be 80.3sqm plus a 15.7sqm covered deck and 8sqm open deck. The gross floor area of the proposed dwelling includes a full basement and partial second storey and will be 192.7sqm. The overall footprint of development will be increasing from 102.7sqm to 104.2sqm. The height of the dwelling will be increasing from 5m to 8.9m. The proposed dwelling will maintain the existing 22.9m setback from the highwater mark of Bobs Lake

Tom Fehr, Planner, delivered his report to the Committee with a staff recommendation that the application be approved, subject to conditions.

Chair Ruttan inquired as to whether the applicant or their agent wished to speak to the application.

Rod Stokes, agent on the application, stated that he was available to answer any questions raised by the public or the Committee.

Chair Ruttan inquired (3 times) as to whether there were any questions or comments from members of the public regarding this application. (None heard).

Chair Ruttan asked Committee members whether they had any questions for staff or the agent regarding the proposal. (None heard).

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

Chair Ruttan inquired as to whether there were any comments from Committee members regarding the resolution. (None heard).

Resolution No. 2024-06-06

Moved by: Brett Moreland

Seconded by: Kevin Fox

THAT the Committee of Adjustment hereby approves application PL-ZNA-2024-0061 for property municipally known as 100 Maple Grove Crescent, to permit the enlargement of the existing legal non-conforming dwelling located within 30 metres of the highwater mark of Bobs Lake, subject to conditions.

Carried

c) PL-ZNA-2024-0064 (Fraser) - Portland District

Property Address: 3535 Desert Lake Road

Purpose & Effect of the Application:

The applicant seeks relief from Zoning By-law 2003-75 for the purpose of permitting a detached garage on the subject property. The applicant is proposing to build a 24ft x 20ft (480sqft) detached garage. The garage would be setback 10m from the front lot line, whereas the Zoning By-law requires 20m.

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

Chair Ruttan inquired as to whether the applicant or their agent wished to address the Committee (None heard).

Chair Ruttan inquired (3 times) if there were any members of the public who wished to speak to the application (None heard).

Chair Ruttan asked Committee members whether they had any questions for staff or the applicant regarding the proposal. (None heard).

Kate Kaestner, Secretary-Treasurer read the resolution for conditional approval of the minor variance application.

Chair Ruttan asked the Committee if they had any comments regarding the resolution (None heard).

Resolution No. 2024-06-07

Moved by: Brett Moreland

Seconded by: Kevin Fox

THAT the Committee of Adjustment hereby approves minor variance application PL-ZNA-2024-0064, for property municipally known as 3535 Desert Lake Road, to allow an accessory structure, being a 480 square foot detached garage, to be setback 10 metres from the front lot line, subject to conditions.

Carried

d) PL-ZNA-2024-0072 (Burt) (Goodberry) - Portland District

Property Address: 6079 Short Street

Purpose & Effect of the Application:

The Owner proposes to construct an additional dwelling unit in an addition which is to be attached to the existing single detached dwelling on the property. The proposed addition would be a two storey addition with a garage on the lower level and the additional dwelling unit on the upper level. The Township Zoning By-law requires that additional dwelling units shall be less than or equal to the gross floor area of the principal dwelling. The gross floor area of the existing dwelling is 69sqm and the gross floor area of the proposed additional dwelling unit is 148sqm. A minor variance is requested to permit the additional dwelling unit to exceed the gross floor area of the existing principal dwelling.

Tom Fehr, Planner, delivered his report to the Committee with a staff recommendation that the application be approved with conditions.

Chair Ruttan inquired as to whether the applicant or their agent wished to address the Committee (None heard).

Chair Ruttan gave members of the public the opportunity to speak to the application (None heard).

Chair Ruttan asked Committee members whether they had any questions for staff or the applicant regarding the proposal. (None heard).

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Kate Kaestner, Secretary-Treasurer read the resolution for conditional approval of the application.

Chair Ruttan asked the Committee if they had any comments regarding the resolution (None heard).

Resolution No. 2024-06-08

Moved by: Mike Howe

Seconded by: Steve Pegrum

THAT the Committee of Adjustment hereby approves minor variance application PL-ZNA-2024-0072 for property municipally known as 6079 Short Street, to allow the gross floor area of the proposed Additional Dwelling Unit to exceed the gross floor area of the existing principal dwelling, subject to conditions.

Carried

e) PL-ZNA-2024-0074 (Franchise) - Loughborough District

Property Address: 1112 Old Mine Lane

Purpose & Effect of the Application:

To request permission under Section 45(2) of the Planning Act to enlarge a legal non-conforming dwelling and attached deck located within 30m of the highwater mark of Sigsworth Lake. The existing dwelling has a ground floor area of 89.2sqm and an attached deck with an area of 17.9sqm. The dwelling will be expanded with a 26.8sqm sunroom attached to the west side of the existing dwelling. The deck will be extended by 6.8sqm with an area of new decking proposed in front of the sunroom. The height of the dwelling will not be increased as a result of the development. The existing dwelling and attached deck are set back 20.4m and 18m from the highwater mark of Sigsworth Lake. The proposed sunroom and deck extension will maintain these setbacks and not encroach closer to the water.

Tom Fehr, Planner, delivered his report to the Committee with a staff recommendation that the application be approved with conditions.

Chair Ruttan inquired as to whether the applicant or their agent wished to address the Committee (None heard).

Chair Ruttan inquired (3 times) as to whether members of the public wished to speak to the application (None heard).

Chair Ruttan asked Committee members whether they had any questions for staff or the applicant regarding the proposal. (None heard).

Kate Kaestner, Secretary-Treasurer read the resolution for conditional approval of the application.

Chair Ruttan asked the Committee if they had any comments regarding the resolution (None heard).

Resolution No. 2024-06-09

Moved by: Steve Pegrum

Seconded by: Mike Howe

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THAT the Committee of Adjustment hereby approves application PL-ZNA-2024-0074, for property municipally known as 1112 Old Mine Lane, to permit the enlargement of the existing legal non-conforming dwelling located within 30 metres of the highwater mark of Sigsworth Lake, subject to conditions.

Carried

10 Other Business

a) Delegated Authority Report

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

11 Adjournment

a) Resolution.


Resolution No. 2024-06-10

Moved by: Kevin Fox

Seconded by: Norm Roberts

THAT the July 11, 2024 meeting of the Committee of Adjustment for the Township of South Frontenac is hereby adjourned at 7:41pm to reconvene on Thursday, August 08, 2024 at 7:00 pm or at the call of the Chair.

Carried

  
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Randy Ruttan, Chair