

Minutes of Committee Of Adjustment
September, 12, 2024



**SOUTH
FRONTENAC**

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



Meeting # 08

Time: 7:00 PM

Location: Storrington Centre/Virtual Via Zoom

Present: Norm Roberts, Doug Morey, Steve Pegrum, Randy Ruttan, Alan Revill, Mike Howe

Absent: Brett Moreland, Kevin Fox

Staff: Christine Woods, Senior Planner, Noah Perron, Planner, Kate Kaesther, Secretary-Treasurer & Planning Clerk

1 Call to Order

Resolution No. 2024-08-01

Moved by: Norm Roberts

Seconded by: Doug Morey

THAT the September 12, 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. 2024-08-02

Moved by: Doug Morey

Seconded by: Norm Roberts

THAT the Committee of Adjustment adopts the Agenda for the September 12, 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) Staff has prepared a PowerPoint Presentation that was displayed on the screen of the meeting.

4 Declaration of pecuniary interest

a) There are none.

Minutes of Committee Of Adjustment
September, 12, 2024

- 5 Approval of Minutes – August 08, 2024
a) Resolution.

Resolution No. 2024-08-03

Moved by: Alan Revill

Seconded by: Steve Pegrum

THAT the Committee of Adjustment approves the minutes of the August 08, 2024
Committee of Adjustment meeting.

Carried

- 6 Consent Applications from a Previous Meetings: (if applicable)
7 New Consent Applications: (if applicable)
8 Minor Variance / Permission Applications from a Previous Meetings: (if applicable)
9 New Minor Variance / Permission Applications:
a) PL-ZNA-2024-0096 (Card) - Loughborough District
Property Address: 5262 Rutledge Road
Purpose & Effect of the Application:

The proposal seeks zoning relief on lands subject to consent applications PL-BDJ-2024-0037 & PL-BDJ-2024-0038. Both consent applications were granted provisional approval by the Committee of Adjustment on June 13, 2024. One condition required that a minor variance be sought to permit reduced frontage for the retained lands. The retained lands have 70m of frontage, whereas the zoning by-law requires a minimum of 76m.

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

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

Mr. Ruttan inquired whether there were any members of the public who wished to comment on the application.

Carol Sparling, neighbouring landowner at 1153 Retreat Lane, commented that she has had trouble getting the planning application notices from the municipality by mail due to an addressing issue with MPAC and the Township. She confirmed that Mr. Perron emailed her some documentation regarding the application and she wants to confirm that sat she received from Mr. Perron was everything that she needed to receive.

Mr. Perron confirmed that what he emailed to Ms. Sparling was the entire (standardized) contents of the adjacent owner notice that was sent to all other neighbouring properties.

He also confirmed that the Township has been working diligently to address the issue with respect to her property's mailing address and it should be updated in the municipality and the County's database very soon.

Minutes of Committee Of Adjustment
September, 12, 2024

Ms. Sparling inquired as to whether there would be a roadway into the larger retained parcel and whether it would connect to Retreat Lane.

Mr. Perron stated that he can only comment on the minor variance application before the Committee, but stated that there is currently no application to put any kind of road through the retained lands of the related severance application(s).

Ms. Sparling asked how many severances would be allowed on the larger property.

Mr. Perron responded that original lots of record are permitted a maximum of three (3) severances through the consent process, but that due to the lack of suitable frontage on Rutledge Road, there would be no more severance possibility on the lands through the severance consent process. He reiterated that there is no current proposal to develop the retained lands and that there are a few different ways in which land can be divided in the Province, being through severance consent, plan of subdivision or plan of condominium.

Chair Ruttan reiterated that her questions regarding the retained lands do not pertain to the minor variance application before the Committee, and with no development application on the retained lands, staff cannot adequately answer those questions at this time.

Ms. Sparling expressed her concern that should a future application be received, she would not be notified sue to the issues with her mailing address.

Kate Kaestner, Secretary-Treasurer & Planning Clerk, assured Ms. Sparling that she has been in contact with both MPAC and Frontenac County regarding the issue of her mailing address and that she has been assured that her mailing address correction will be included in the latest address update which she believed was being received by Frontenac County this week. Ms. Kaestner assured Ms. Sparling that she would continue to check the database to ensure that it is updated within the next 2 weeks.

Ms. Sparling stated that there was a unopened Road Allowance on the East side of the larger property that runs from Retreat Lane down to Rutledge Road. She inquired if it was possible for the owner to purchase the road allowance and have severances then take place along the unopened road allowance.

Mr. Perron responded that there is a process to purchase unopened road allowances in the Township but that no, it would not qualify as road frontage for the purpose of severing lands.

Mr. Ruttan inquired (2 more times) as to whether there were any other members of the public who wished to comment on the application (none heard).

Chair Ruttan asked whether there were any questions from Committee members on the application. None heard.

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

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

Minutes of Committee Of Adjustment
September, 12, 2024

Resolution No. 2024-08-04

Moved by: Steve Pegrum

Seconded by: Mike Howe

THAT the Committee of Adjustment hereby approves Minor Variance application PL-ZNA-2024-0096, for property municipally known as 2562 Rutledge Road, to allow the retained lands of associated consent applications PL-BDJ-2024-0037 & PL-BDJ-2024-0038 to have 70 metres of road frontage.

Carried

b) PL-ZNA-2024-0100 (Prosper) - Bedford District

Property Address: 150-B East Shore Lane

Purpose & Effect of the Application:

The application seeks permission under Section 45(2) of the Planning Act to enlarge the legal non-conforming seasonal dwelling within 30m of the highwater mark of Bob's Lake. The property is presently developed with a 71.3sqm (768sqft) dwelling with a 92.2sqm (992sqft) attached deck, and 11.1sqm (120sqft) attached bunkie/sleeping cabin. The existing one-storey dwelling with walkout basement has a height of 6.4m (21ft) and is setback 16.4m from the highwater mark of Bob's Lake. The applicant is proposing to construct an addition to the east and south of the existing dwelling, away from the shoreline. The proposed one-storey addition would have an area of 50.2sqm (540sqft), a height of 7m (23ft), and be setback approximately 19m from the highwater mark. The proposal would facilitate the installation of a new sewage system in the same location as the existing setback approximately 21m from the highwater mark.

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

Chair Ruttan asked whether the applicant or their agent wished to speak to the application. Richard Prosper, applicant, indicated to Mr. Ruttan that he was present, but that he had nothing to add at this time.

Mr. Ruttan inquired (3 times) as to whether there were any members of the public who wished to comment or ask questions regarding the application. None heard.

Chair Ruttan gave Committee members the opportunity to ask questions regarding the application. None heard.

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

Chair Ruttan asked if there were any comments from Committee members regarding the resolution. None heard.

Resolution No. 2024-08-05

Moved by: Norm Roberts

Seconded by: Doug Morey

Minutes of Committee Of Adjusment
September, 12, 2024

THAT the Committee of Adjusment hereby approves application PL-ZNA-2024-0100 for property municipally known as 150-B East Shore Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Bob's Lake, subject to conditions.

Carried

10 Other Business

a) Delegated Authority Report

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

Committee member Norm Roberts asked for clarification regarding applications PL-BDJ-2024-0065 & 0066, specifically with how many new lots were being created as a result of the applications.

Christine Woods, Senior Planner, stated that because one application was for a lot addition, only one new commercial lot was being created, as a result of application PL-BDJ-2024-0066.

11 Adjournment

a) Resolution.


Resolution No. 2024-08-06

Moved by: Doug Morey

Seconded by: Norm Roberts

THAT the September 12, 2024 meeting of the Committee of Adjusment for the Township of South Frontenac is hereby adjourned at 7:39 pm, to reconvene on Thursday, October 10th, 2024 or at the call of the Chair.

Carried



Randy Ruttan, Chair