



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



Meeting # 11

Time: 7:00 PM

Location: Storrington Centre/Virtual Via Zoom

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

Absent:

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

1 Call to Order

a) Resolution.

Resolution No. 2024-11-01

Moved by: Doug Morey

Seconded by: Brett Moreland

THAT the December 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. 2024-11-02

Moved by: Brett Moreland

Seconded by: Doug Morey

THAT the Committee hereby adopts the Agenda for the December 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) PowerPoint Presentation: Staff prepared a PowerPoint Presentation that was displayed on the screen of the meeting.

4 Declaration of pecuniary interest

a) There are none.

5 Approval of Minutes – November 14, 2024

a) Resolution.

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Resolution No. 2024-11-03
Moved by: Alan Revill
Seconded by: Steve Pegrum

THAT the Committee hereby approves the minutes of the November 14, 2024
Committee of Adjustment meeting.

Carried

- 6 Consent Applications from a Previous Meetings: (if applicable)
- 7 New Consent Applications:
- 8 Minor Variance / Permission Applications from a Previous Meetings: (if applicable)
- 9 New Minor Variance / Permission Applications:
 - a) PL-ZNA-2024-0120 (MacRae) - Storrington District

Property Address: 2920 Sleeth Lane

Purpose & Effect of the Application:

To request permission under Section 45(2) of the Planning Act to enlarge a legal non-conforming dwelling located within 30m of the highwater mark of Loughborough Lake. The existing single storey dwelling has a ground floor area of 153.6sqm. The dwelling will be expanded with two single storey additions, each 42sqm in area, attached to the east and west sides of the dwelling. The area of the proposed dwelling will be 237.6sqm. A new roof is also proposed with will increase the height of the dwelling from 6m to 8.5m as a result of the application.

Tom Fehr, 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.

Terry MacRae, agent and father of the applicant stated that he was representing his son, Brad, as he worked as a helicopter pilot and was unable to attend the meeting. Mr. MacRae stated that his son originally purchased the subject property when he was a single man, and that now he has a live-in partner with two daughters. His hope was to be able to construct the additions to the dwelling in order to provide a more comfortable living space to his growing family.

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

The Chair asked Committee members if they had any questions for staff or the agent regarding the application.

Alan Revill, Committee member, asked Mr. Fehr whether he had any concerns about the considerable increase in lot coverage as a result of the proposed development.

Mr. Fehr reminded Mr. Revill and the Committee that this is a Permission application under s.45(2) of the Planning Act, and as a result the only criteria that they examine the application under is whether the development is appropriate for the property and whether there are any adverse effects on neighbouring property owners.

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Mr. Fehr indicated that the increase in lot coverage is more a product of the small size of the property as opposed to the development being too largely scaled, and that he saw no issues with the resulting lot coverage.

Chair Ruttan asked Committee members if they had any further questions on the application. None heard.

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

Mr. Ruttan inquired as to whether there was any comments or discussions on the resolution. None heard.

Resolution No. 2024-11-04

Moved by: Kevin Fox

Seconded by: Norm Roberts

THAT the Committee of Adjustment hereby approves application PL-ZNA-2024-0120, for property municipally addressed as 2920 Sleeth Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Loughborough Lake, subject to conditions.

Carried

b) PL-ZNA-2024-0122 (Vandermeer) (Tarasick) - Bedford District

Property Address: 99 Sugar Bush Lane, Unit B

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 Bobs Lake. The existing single storey dwelling has a ground floor area of 166sqm plus a 35.4sqm attached deck. The ground floor area of the proposed two storey dwelling will be 183.3sqm plus a 28.2sqm attached deck and a 8.5sqm attached deck. The gross floor area of the proposed dwelling will be 287.5sqm. The height of the dwelling will be increasing from 6m to 9m. The existing dwelling and attached deck is set back 8.8m from Bobs Lake and the proposed dwelling and attached deck will set back 8.9m the lake

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

Randy Ruttan inquired as to whether the applicant or their agent wished to address the Committee.

Mike Tarasick, agent on the application, stated that he didn't have anything to add to the presentation but that he was happy to answer any questions that may arise.

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

Chair Ruttan asked Committee members if they had any questions for staff or the applicant. None heard.

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

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

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Resolution No. 2024-11-05
Moved by: Steve Pegrum
Seconded by: Alan Revill

THAT the Committee of Adjustment hereby approves application PL-ZNA-2024-0122, for property municipally addressed as 99B Sugar Bush Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Bobs Lake, subject to conditions.

Carried

c) PL-ZNA-2024-0129 (Hutchings) (Stokes) - Loughborough District

Property Address: 1277 Sheila Lane

Purpose & Effect of the Application:

The applicant seeks zoning relief to permit the construction of a new seasonal dwelling. The proposed dwelling would consist of a 123.8sqm walkout basement, a 123.8sqm main floor and a 54.6sqm attached deck. Zoning relief is required to permit a 7m setback from the highwater mark of Sydenham Lake, a 6m setback from the top of bank, and a 7m setback from the front lot line. The proposal would facilitate the demolition of the existing 92.5sqm seasonal dwelling with attached boathouse, setback 0m from the shoreline.

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

Randy Ruttan inquired as to whether the applicant or their agent wished to address the Committee.

Rod Stokes, agent on the application, thanked the Committee for hearing the application and stated that he was happy to answer any questions that may arise.

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

Chair Ruttan asked Committee members if they had any questions for staff or the applicant. None heard.

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

Mr. Ruttan asked if there were any comments from Committee members regarding the resolution.

Committee member Norm Roberts inquired as to whether the existing boathouse on the property would be demolished.

Mr. Stokes replied that the boathouse would be reconstructed pending evaluation from an engineer. The intention is to keep the boathouse at the same height and square footage as it currently exists.

Chair Ruttan inquired as to whether there were any further comments or questions from Committee members. None heard.

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Resolution No. 2024-11-06
Moved by: Mike Howe
Seconded by: Steve Pegrum

THAT the Committee of Adjustment hereby approves minor variance application PL-ZNA-2024-0129, for property municipally addressed as 1277 Sheila Lane, allowing for the construction of a new dwelling with attached deck and covered porch. The deck that would be attached to the proposed dwelling is permitted to establish a minimum 7 metres front yard, to be setback a minimum of 7 metres from the highwater of Sydenham Lake, and to be setback 6 metres from the top of bank. The dwelling is permitted to establish a minimum 9.5 metre setback from the highwater mark of Sydenham Lake, subject to conditions.

Carried

10 Other Business

a) Delegated Authority Report

Kate Kaestner delivered her report to the Committee.

There were no questions from Committee members regarding the report.

Kate Kaestner also advised the Committee of Tom Fehr's impending departure from the Township as he pursues another career opportunity and reminded the Committee that there is no January Committee meeting to they will meet again in February.

Committee Member Alan Revill spoke to the challenges of performing site visits in the winter months, especially on private lanes, and requested that applicants be required to make their properties accessible for Committee members.

Christine Woods, Manager of Planning, responded that there are a couple of options available. The first being to ensure that applicants are aware that their properties need to be accessible throughout this process, and if it is not, then the application will be delayed until such time that it can be accessed or conditions are more favourable for it to be evaluated.

Ms. Woods stated that it isn't just about access, it's also about being able to see and evaluate the property, which can be difficult if there is considerable snow cover.

We also need to consider that there is a current postal strike, so whether or not we have a meeting in February will be dependant upon the resumption of postal services.

Randy Ruttan, stating that this may be his last meeting as Chairperson of the Committee, commented on the professionalism of Planning staff, stating that he often receives comments from applicants commending the level of service they receive.

Mr. Ruttan also thanked Committee members for their professionalism and their ability to treat applicants fairly and equitably.

11 Adjournment

a) Resolution.


Resolution No. 2024-11-07

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Moved by: Norm Roberts
Seconded by: Kevin Fox

THAT the December 12, 2024 meeting of the Committee of Adjustment for the Township of South Frontenac is hereby adjourned at 7:32 PM, to reconvene on Thursday, February 13th, 2025 or at the call of the Chair.

Carried



Steve Rogrun, Chair