



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



Meeting # 2024-02

Time: 7:00 PM

Location: Council Chambers/Virtual Via Zoom

Present: Norm Roberts, Steve Pegrum, Alan Revill, Brett Moreland, Kevin Fox, Mike Howe

Absent: Randy Ruttan, Doug Morey

Staff: Christine Woods, Senior Planner, Tom Fehr, Planner, Michelle Hannah,
Secretary-Treasurer

- 1 Call to Order
- 2 Adoption of Agenda
- a) Resolution.

Resolution No. 2024-02-02

Moved by: Kevin Fox

Seconded by: Norm Roberts

THAT the Committee of Adjustment hereby adopts the agenda for the March 14, 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 prepared a PowerPoint Presentation that was displayed on the screen of the meeting.
- 4 Declaration of pecuniary interest
- a) Personal Conflict of Interest Declared
Personal Conflict of Interest declared by Brett Moreland for Agenda Item 9. b)
- 5 Approval of Minutes – February 08, 2024
- a) Resolution.
Resolution No. 2024-02-03
Moved by: Norm Roberts
Seconded by: Kevin Fox

Minutes of Committee Of Adjustment
March, 14, 2024

THAT the Committee of Adjustment hereby approves the minutes of the
February 8, 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-2024-0004 (Huehn & Kuske) (Stokes) - Loughborough District

Property Address: 38 Phoebe Lane

Purpose & Effect of the Application:

The application seeks zoning relief for the purpose of permitting a new single dwelling on the subject property. The existing 150sqm single storey cottage is to be replaced with a 202.4sqm two-storey dwelling with covered front porch and attached deck. The proposed dwelling requires zoning relief to permit a 15.6m setback from the highwater mark of Desert Lake, a 12.5m setback from the wetland feature to the west, a 2.5m setback from the right-of-way over Phoebe Lane, and a 6m setback from the top of bank.

Noah Perron, Planner, delivered his report to the Committee with a staff recommendation of conditional approval of the application.

Alan Revill, Deputy Chairperson, asked whether the applicant or their agent wished to speak to the application.

Rod Stokes, Agent for the application, thanked the Committee for hearing the application. He stated that the septic system that was recently installed on the property was designed specifically for the proposed dwelling.

Mr. Revill inquired as to whether any members of the public wished to speak to the application.

Brian Cumming, neighbouring landowner, expressed his concerns regarding the potential impacts of the proposed construction on Desert Lake.

Mr. Stokes responded that the owner has the right to rebuild the dwelling on the existing footprint but that the site was not suitable. The proposed construction increases the setback to the waterbody and the Development Agreement condition will help to mitigate impacts of construction on the waterbody.

Mr. Revill asked whether there any other members of the public who wished to speak to the application (none heard).

Mr. Revill inquired as to whether there were any questions from Committee Members regarding the application.

Mike Howe, Committee Member, expressed his desire for the Committee to remain fair to applicants while also understanding the need to be mindful of the water quality.

Minutes of Committee Of Adjustment
March, 14, 2024

Steve Pegrum, Committee Member, asked Mr. Perron about the portion of the property that would be in compliance with all setbacks outlined in the Zoning By-Law, and whether it would be large enough to build on.

Mr. Perron replied that the owner would be very limited as to what could be built there and that any dwelling would undoubtedly encroach , so a minor variance would still be required.

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

Mr. Revill inquired as to whether there was any comment from the Committee on the resolution (none heard).

Resolution No. 2024-02-04

Moved by: Brett Moreland

Seconded by: Kevin Fox

THAT the Committee of Adjustment approves Minor Variance application PL-ZNA-2024-0004 for property municipally known as 38 Phoebe Lane, to permit the construction of a 202.4 square metre two-storey dwelling to be located 15.6 metres from the highwater mark of Desert Lake, 12.5 metres from a wetland, 6 metres from top of bank and 2.5 metres from the right-of-way known as Phoebe Lane; subject to conditions.

Carried

b) PL-ZNA-2024-0008 (Larmon) (Ireland-Frasso & Larouche) - Loughborough District

Property Address: 5407 Opinicon Road

Purpose & Effect of the Application:

The proposal is for a 1,015 square foot house and a sewage system. The house would be setback 25m from a wetland on the property, and 12.5m from the front lot line. Minor variances are being requested to allow the house to be setback less than the 30m from the wetland and less than 20m from the front lot line required by the Zoning By-Law.

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

Mr. Revill inquired as to whether the applicant or agent wished to speak to the matter.

Tyler Larouche, Agent on the file, stated that he is hoping to be able to construct his small dwelling on the property and he appreciated the application being heard by the Committee. He spoke to his desire to minimize the impact of construction on the wetland and property as a whole.

Mr. Revill inquired, three times, as to whether any members of the application wished to speak to the application (none heard).

Mr. Revill inquired as to whether there were any questions from Committee members regarding the application.

Steve Pegrum inquired as to whether the entrance to the property had been inspected for adequate sight lines and safe access.

Minutes of Committee Of Adjustment
March, 14, 2024

Mr. Perron stated that because the property has a civic address assigned by the municipality, the entrance would have been inspected by the Township prior to the address being assigned but he was unsure of when the inspection took place.

Mr. Howe expressed his concern around sediment and erosion control, given the steep slope on the property.

Mr. Revill expressed his concern over the entrance to the property. There was continued discussion on the matter, between the applicant and Committee members, and with the relocation of the driveway not being feasible, Mr. Revill suggested that the property owner reach out to Public Services to request a hidden driveway sign be posted near the property.

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

Mr. Revill inquired as to whether Committee members had any further comment on the matter (none heard).

Resolution No. 2024-02-05

Moved by: Steve Pegrum

Seconded by: Mike Howe

THAT the Committee of Adjustment approves Minor Variance application PL-ZNA-2024-0008, for property municipally known as 5407 Opinicon Road, to permit the construction of a 1,015 square foot dwelling to be located 25 metres from a wetland and 12.5 metres from the front lot line; subject to conditions.

Carried

c) PL-ZNA-2024-0019 (Loureiro & Mason) - Bedford District

Property Address: 325 Spruce 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 Desert Lake. The existing 72sqm 1.5 storey dwelling is to be demolished and replaced with a 275sqm single storey dwelling. An area of approximately 170sqm of the proposed dwelling is to be located outside the 30m setback from Desert Lake. An existing 18.3sqm porch and 62sqm deck that were attached to the existing dwelling are to be remain and are to be attached to the proposed dwelling. The height of the proposed dwelling will not be increasing from the current dwelling height of 7m.

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

Mr. Revill inquired as to whether the applicant or agent wished to speak to the application.

Tony Loureiro, applicant stated that he didn't have anything to add but that he was present to answer any questions, should they arise.

Mr. Revill inquired as to whether any members of the public wished to speak to the application (none heard).

Minutes of Committee Of Adjustment
March, 14, 2024

Mr. Revill asked if Committee members had any questions regarding the application (none heard).

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

Mr. Revill inquired as to whether there was any comment from Committee members.

Norm Roberts, Committee member, stated that he had visited the site and agrees with the staff recommendation.

Resolution No. 2024-02-06

Moved by: Mike Howe

Seconded by: Steve Pegrum

THAT the Committee of Adjustment approves application PL-ZNA-2024-0019, for property municipally known as 325 Spruce Lane, to grant permission under section 45(2) of the Planning Act to enlarge a legal non-conforming dwelling and attached deck within 30 metres of the highwater mark of Desert Lake; subject to conditions.

Carried

d) PL-ZNA-2024-0020 (Solenka & Cossa) - Bedford District

Property Address: 32 Dogwood Lane

Purpose & Effect of the Application:

To request permission under Section 45(2) of the Planning Act to enlarge an existing accessory building. The existing accessory building is non-complying due to being located within 30m of the highwater mark of Kingsford Lake. The area of the structure will be decreasing slightly from 24sqm to 23.7sqm and the height of the structure will be increasing from 3.6m to 3.8m. The existing structure is located underneath a hydro line. In order to achieve compliance with the minimum clearance required from the hydro line the new structure will be moving closer to the water. The existing structure is set back 17.8m from the south shoreline and the new structure will be set back 13.7m from the shoreline.

Tom Fehr, Planner, delivered his report to the Committee with a staff recommendation of approval of the application, subject to conditions.

Mr. Revill inquired as to whether there were any comments from the applicant or their agent regarding the application.

Stephen Solenka, applicant, thanked the Committee for hearing the application and stated that he was happy to answer any questions.

Mr. Revill asked whether there were any members of the public who wished to speak to the application (none heard).

Mr. Revill inquired as to whether there were any questions from members of the Committee (none heard).

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

Mr. Revill asked whether there were any comments from Committee members regarding the application (none heard).

Minutes of Committee Of Adjustment
March, 14, 2024

Resolution No. 2024-02-07

Moved by: Mike Howe

Seconded by: Steve Pegrum

THAT the Committee of Adjustment approves application PL-ZNA-2024-0020 for property municipally known as 32 Dogwood Lane, to grant permission under section 45(2) of the Planning Act to enlarge a legal non-conforming accessory building on the property within 30 metres of the highwater mark of Kingsford Lake; subject to conditions.

Carried

10 Other Business

a) Consent Granting Authority Report.

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

11 Adjournment

a) Resolution.


Resolution No. 2024-02-08

Moved by: Steve Pegrum

Seconded by: Mike Howe

THAT the March 14, 2024 meeting of the Committee of Adjustment for the Township of South Frontenac is hereby adjourned at 7:53pm, to reconvene on Thursday, April 11, 2024 at 7:00pm or at the call of the Chair.

Carried


Randy Ruttan, Chair