



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



Meeting # 2025-03

Time: 7:00 PM

Location: Storrington Centre/Virtual Via Zoom

Present: Norm Roberts, Ray Leonard, Steve Pegrum, Scott Trueman, Alan Revill, Brett Moreland, Kevin Fox, Mike Howe

Absent:

Staff: Christine Woods, Manager of Planning, Noah Perron, Planner, Kate Kaestner, Planning Clerk & Secretary-Treasurer

1 Call to Order

a) Resolution.

Resolution No. 2025-03-01
Moved by: Mike Howe
Seconded by: Scott Trueman

THAT the April 10, 2025 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. 2023-03-02
Moved by: Kevin Fox
Seconded by: Norm Roberts

THAT the Committee hereby adopts the Agenda for the April 10, 2025 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) None declared.

5 Approval of Minutes – March 13, 2025

a) Resolution.

Resolution No. 2025-03-03

Minutes of Committee Of Adjustment
April, 10, 2025

Moved by: Ray Leonard
Seconded by: Brett Moreland

THAT the Committee approves the minutes of the March 13, 2025 Committee of Adjustment meeting.

Carried

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

7 New Consent Applications:

a) PL-BDJ-2024-0136 (Doornekamp) - Bedford District

Property Address: 1146 Devil Lake Road

Purpose & Effect of the Application:

The applicant seeks consent to sever for the purpose of creating two new rural residential lots. Severance 1 (PL-BDJ-2024-0136) would have approximately 22Ac of area and 130m of frontage on Devil Lake Road. The retained parcel would have approximately 32Ac of area with 182m of frontage on Devil Lake Road, and would contain the existing dwelling on the subject property.

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

Steve Pegrum, Chair of the Committee inquired as to whether the applicant or their agent wished to address the Committee.

Ike Doornekamp, applicant, stated that he was a long-time resident of South Frontenac, and a retired science teacher, and as such he understands and shares the environmental concerns of the neighbouring landowners. Mr. Doornekamp stated that he respects the government processes and looks forward to completing the severances.

Mr. Pegrum inquired as to whether there were any questions or comments from members of the public regarding the application. None heard.

Mr. Pegrum asked Committee members whether they had any questions regarding the proposal.

Alan Revill, Committee member, asked for clarification on the location of a pond on the property, for which siltation concerns were raised by a neighbouring landowner.

Mr. Perron stated that the subject property contained a series of interconnected watercourses, and that the pond that was of concern to the neighbouring landowner is on the neighbour's property on the opposite side of Devil Lake Road.

Mr. Pegrum inquired as to whether there were any further questions from Committee members. None heard.

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

Mr. Pegrum gave Committee members the opportunity to discuss the resolution.

Minutes of Committee Of Adjustment
April, 10, 2025

Mr. Revill stated that he believed the application to be reasonable, and that the pond in question was a significant distance away from the development envelope. The required setbacks from watercourses combined with the large lot sizes allow him to support the applications.

Mr. Pegrum inquired as to whether there were any further comments from Committee members. None heard.

Resolution No. 2025-03-04
Moved by: Ray Leonard
Seconded by: Brett Moreland

THAT the Committee of Adjustment hereby approves consent application PL-BDJ-2024-0136, for property municipally addressed as 1146 Devil lake Road, to allow for the creation of one new rural residential lot, being approximately 22 acres in area and having approximately 130 metres frontage on Devil Lake Road, subject to conditions.

Carried

b) PL-BDJ-2024-0137 (Doornekamp) - Bedford District

Property Address: 1146 Devil Lake Road

Purpose & Effect of the Application:

The applicant seeks consent to sever for the purpose of creating two new rural residential lots. Severance 2 (PL-BDJ-2024-0137) would have approximately 28Ac of area and 172m of frontage on Devil Lake Road. The retained parcel would have approximately 32Ac of area with 182m of frontage on Devil Lake Road, and would contain the existing dwelling on the subject property.

[See Minutes Text of Agenda item 7. a)]

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

Mr. Pegrum gave Committee members the opportunity to comment on the resolution. None heard.

Resolution No. 2025-03-04
Moved by: Norm Roberts
Seconded by: Kevin Fox

THAT the Committee of Adjustment hereby approves consent application PL-BDJ-2024-0137, for property municipally addressed as 1146 Devil lake Road, to allow for the creation of one new rural residential lot, being approximately 28 acres in area and having approximately 172 metres frontage on Devil Lake Road, subject to conditions.

Carried

c) PL-BDJ-2025-0003 (Orser) - Loughborough District

Property Address: Intersection of Cottage Road and Everett Lane

Purpose & Effect of the Application:

Minutes of Committee Of Adjustment
April, 10, 2025

Consent to sever a rural residential lot. The severed parcel would be 6 acres in area with 120m frontage on Cottage Road. The retained parcel would be approximately 95 acres in area with 300m frontage on Cottage Road, and more than 1000m frontage on Everett Lane.

Christine Woods, Manager of Planning, delivered her report to the Committee with a staff recommendation that the application be approved, subject to the conditions outlined in the Staff Report.

Mr. Pegrum inquired as to whether the applicant or agent wished to address the Committee.

Ron Bruyns, applicant, stated that they have done their best to respect the environmental features of the property when preparing their proposal for severance.

Mr. Pegrum asked if any members of the public wished to comment on the application.

Richard Delve, neighbouring landowner, expressed his concerns about increased traffic on the road resulting in more garbage dumping in the area. He expressed concerns about a new dwelling increasing the risk of hunting accidents in the area. Mr. Delve stated that he feared that one house would turn into another and then another and it would result in "urban creep", which would diminish the natural setting of the area.

Mr. Pegrum inquired as to whether there were any further questions or comments from members of the public. None heard.

Mr. Pegrum gave Committee members the opportunity to ask questions regarding the proposal.

Alan Revill noted that the EIS had recommended initial contact with MECP prior to development, as well as fencing requirements during construction and dealing with Species at Risk. Mr. Revill inquired as to how these recommendations are implemented by the Development Agreement.

Ms. Woods stated that the Development Agreement is another tool that is used to notify the owner/developer that they have certain responsibilities under the *Endangered Species Act*. This *Act* is not enforced by the Township, it is enforced by the MECP. If the person developing the property found a Species at Risk and did not follow the appropriate steps, the Ministry would enforce the regulation.

Mr. Revill inquired as to how the MECP would be made aware of the development being initiated on the property.

Ms. Woods stated that typically the Township is not involved in discussions between the landowner and the MECP, however, we could add a clause in the Development Agreement that would require the applicant to make contact with the MECP and to provide evidence of this contact before a permit is issued for development.

Mr. Pegrum inquired as to whether there were any further questions from the Committee.

Mike Howe, Committee member, commended Ms. Woods' report and presentation.

Minutes of Committee Of Adjustment
April, 10, 2025

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

Mr. Pegrum asked committee members if they had any comments regarding the resolution.

Mr. Revill stated he was satisfied with the EIS report and would like to amend the resolution to include a condition to add a clause to the Development Agreement that speaks to the requirement of reaching out to MECP prior to development.

Ms. Kaestner stated that the resolution already speaks to the approval being "subject to conditions", but she will add wording to the official Decision that will ensure the Agreement includes a clause which requires the owner to make contact with MECP prior to obtaining any development approvals. Mr. Revill indicated he was satisfied with this change.

Mr. Pegrum inquired as to whether there were any further comments from Committee members.

Committee member Ray Leonard stated that he was very familiar with the property, and that he believed that these types of properties are more appropriate for residential development as opposed to farm fields. Mr. Leonard stated that he is very sure that Mr. Orser is going to do everything that is required for the creation of the lot, so he is supportive of the application.

Resolution No. 2025-03-06

Moved by: Alan Revill

Seconded by: Scott Trueman

THAT the Committee of Adjustment hereby approves consent application PL-BDJ-2025-0003, for unaddressed property at Cottage Road and Everett Lane, to allow for the creation of one new rural residential lot, being 6 acres in area and having 120m frontage on Cottage 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-2025-0025 (McNeice) - Bedford District

Property Address: 103 Grouse Lane

Purpose & Effect of the Application:

To request permission under section 45(2) of the Planning Act to enlarge the legal non-conforming dwelling within 30m of the highwater mark of Kingsford Lake. The applicant proposes to rebuild the existing 68.5sqm cottage and 27sqm deck within their same footprint. The proposal also seeks to build a ~23.3sqm deck on the west side of the cottage and a ~3.7sqm deck on the rear of the cottage. Building height would increase from ~3.5m to 5.6m. The highwater mark setback of the existing cottage (25m) and deck (21.5m) would be maintained. The top of bank setback of the existing cottage (~3m) and deck (~0m) would be maintained.

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

Minutes of Committee Of Adjustment
April, 10, 2025

Mr. Pegrum asked whether the application or agent wished to address the Committee.

Gary McNeice, applicant, stated that the cottage is in need of renovation, and that the reason for the change in roof design is to facilitate the removal of a load-bearing wall which will allow for a more open-concept design.

Mr. Pegrum inquired as to whether any members of the public wished to comment or ask questions.

Karin Long, neighbouring landowner, stated that she and Mr. McNeice had spoken about the proposal, and that they came to an agreement that the protection of the environment is very important.

Mr. Pegrum inquired (2 more times) as to whether there were any further questions from members of the public. None heard.

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

Mr. Pegrum gave Committee members the opportunity to comment on and discuss the resolution. None heard.

Resolution No. 2025-03-07

Moved by: Brett Moreland

Seconded by: Ray Leonard

THAT the Committee of Adjustment hereby approves application PL-ZNA-2025-0025, for property municipally addressed as 103 Grouse Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Kingsford Lake, subject to conditions.

Carried

b) PL-ZNA-2025-0029 (Tucker) (Green) - Bedford District

Property Address: 60 McColl Lane

Purpose & Effect of the Application:

A variance is being requested to allow a 12.6m by 1.5m deck, attached to the waterside of the cottage, to be setback 1.5m from the highwater mark of Thirty Island Lake and 0.5m from top of bank. The deck was constructed without the necessary approvals.

Christine Woods, Manager of Planning, delivered her report to the Committee with a staff recommendation that the application be denied.

Mr. Pegrum asked whether the applicant or their agent wished to address the Committee.

Shannon Green, agent for the application, stated that when he purchased the cottage it was in a state of disrepair. He acknowledged that the renovation of the cottage and the construction of the deck was done without permits and expressed his regret for the situation. Mr. Green stated that he has worked closely with the Building Department, Planning Department and Quinte Conservation in an effort to rectify the situation. Mr. Green stated that he has been working with engineers and under the recommendations of the Slope Stability Assessment to reconstruct the deck supports to be out of the erosion hazard.

Minutes of Committee Of Adjustment
April, 10, 2025

Tracy Tucker, property owner, stated that she has been a resident of South Frontenac since she purchased the property from Mr. Green in August 2024. It was only during the closing of the real estate transaction that the issues regarding construction without permit were discovered. She stated that she gave Mr. Green 6 months to obtain the necessary approvals. Ms. Tucker and her partner, Davis Baxter, found and purchased this property with the hopes of having it as their retirement home. Ms. Tucker stated that she was a member of the Ontario Provincial Police for many years, and was recently diagnosed with PTSD. She stated that this cottage, including the deck, is her sanity. She stated that with the possibility of the applications being denied, it has been very difficult, and had she known this is the way things would turn out, she would have maybe made a different decision in August and not purchased the property.

Davis Baxter, property owner, stated that he was appreciative of everything that Mr. Green has done in light of what was uncovered during the purchase and asked Committee members for their consideration.

Mr. Pegrum inquired (3 times) as to whether there were any members of the public who wished to comment on the application. None heard.

Mr. Pegrum gave the Committee members the opportunity to ask questions.

Alan Revill wished to verify that there were no permits obtained for the demolition and reconstruction of the cottage. Ms. Woods confirmed that there was a permit issued for a new sewage system but not for any other construction on the property.

Mr. Trueman inquired as to how the application got to this point, and asked if the new owner came to the Township to obtain the permit for the deck.

Ms. Woods stated that the Township was made aware some time in 2024 that construction without a permit had taken place, and since that time the applicant has been working with the Township and Quinte Conservation to try to get permits issued for the construction.

Ms. Woods stated that because the deck was new construction and is going closer to the water, it does not comply with the zoning by-law or the Official Plan, which is why the application is before the Committee. Ms. Woods confirmed that if the application is denied then the deck will need to be removed and if the application is approved then a building permit will need to be issued for it's construction.

Mr. Trueman requested clarification regarding the points made on Ms. Woods' slideshow, specifically in reference to the application not meeting the intent and purpose of the Official Plan.

Ms. Woods clarified that in situations where a structure is proposed to be enlarged and it is located less than the required 30 metres from the highwater mark, the Official Plan posits that in no case shall an already encroaching structure be permitted to encroach further on the setback from the highwater mark. In the case of this deck, the cottage was already only 3.2m from the highwater mark and the deck further encroaches on that setback, bringing it closer to 1.5m.

Mr. Trueman requested clarification regarding the erosion hazard and the introduction of the engineered plans to address the erosion concerns. Ms. Woods stated that because of the deck's close proximity to the water and to top of bank, Quinte Conservation required a Slope Stability study. That study determined that the footings were in the erosion hazard, and as a result the

Minutes of Committee Of Adjustment
April, 10, 2025

deck had to be engineered so that it was being supported by the footings of the dwelling, similar to a cantilever design.

Mr. Green passed out copies of the Slope Stability Study to Committee members.

Brett Moreland, Committee member, stated that he is not sure how he can review the 44 page document during the meeting.

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

Mr. Pegrum inquired as to whether Committee members had any comments on the resolution.

Alan Revill stated that he was troubled by the constructed that has taken place and that the lack of transparency by Mr. Green has lead the current owner to be in a regrettable situation. He stated that he has asked himself, if this application were to have come forward prior to construction, how would it be viewed by the Committee and in his opinion, it would still be highly unlikely that the Committee would support the proposal even if that was the case.

Mr. Revill stated that regardless of neighbour support and it being a clear improvement to the property itself, the Committee has denied these types of proposals in the past. He supports the resolution as it stands.

The resolution for denial was defeated.

Mr. Trueman inquired as to whether the cantilevered design would then improve the setback of the deck. Ms. Woods confirmed that the setback is determined from the surface of the deck, so the cantilevered footing design does not change the proposed setback.

Mr. Trueman stated that he would like to put forth a motion to defer the application.

Mr. Roberts stated that he could not support the denial of the application because he had not been given time to read the Slope Stability report. He agreed with the motion to defer the application so that he and the other members can review the study.

Resolution No. 2025-03-08(a)
Moved by: Mike Howe
Seconded by: Alan Revill

THAT the Committee of Adjustment hereby **denies** minor variance application PL-ZNA-2025-0029, for property municipally addressed as 60 McColl Lane.

Defeated

Resolution No. 2025-03-08(b)
Moved by Scott Trueman
Seconded by Norm Roberts

THAT the Committee of Adjustment defers minor variance application PL-ZNA-2025-0029 for property at 60 McColl Lane, to allow the Committee time to review the Slope Stability Assessment provided on April 10, 2025 and any further documentation related to the application.

Carried

Minutes of Committee Of Adjustment
April, 10, 2025

- c) PL-ZNA-2025-0033 (Knott) - Storrington District

Property Address: 3968 Hideaway Lane

Purpose & Effect of the Application:

To request permission under section 45(2) of the Planning Act to enlarge the legal non-conforming dwelling within 30m of the highwater mark of Dog Lake. The applicant proposes to construct a 343sqft (32sqm) addition on the southern side of the existing dwelling. The proposed addition would increase gross floor area to 1313sqft (122sqm) and building height to 14ft (4.3m). The proposed addition would be setback approximately 76ft (23m) from the highwater mark of Dog Lake.

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

Mr. Pegrum inquired as to whether the applicant or their agent wished to address the Committee.

Andy Knott, applicant, stated that they have lived at the property since 2008 and are looking to add another bedroom to the dwelling for guests as it is currently a one-bedroom dwelling.

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

Mr. Pegrum asked Committee members if they had any questions for the applicant or planning staff. None heard.

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

Resolution No. 2025-03-09
Moved by: Brett Moreland
Seconded by: Ray Leonard

THAT the Committee of Adjustment hereby approves application PL-ZNA-2025-0033, for property municipally addressed as 3968 Hideaway Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Dog Lake, subject to conditions.

Carried

10 Other Business

- a) Delegated Authority Consent Report

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

There were no questions posed by Committee members regarding the report.

11 Adjournment

- a) Resolution.

Resolution No. 2025-03-10
Moved by: Alan Revill
Seconded by: Mike Howe

Minutes of Committee Of Adjustment
April, 10, 2025

THAT the April 10, 2025 meeting of the Committee of Adjustment for the Township of south Frontenac is hereby adjourned at 8:36 PM, to reconvene on Thursday, May 8th, 2025 or at the call of the Chair.

Carried



Steve Pegrum, Chair