



**SOUTH  
FRONTENAC**

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



**Meeting # 2025-05**

**Time:** 7:00 PM

**Location:** Storrington Centre/Virtual Via Zoom

**Present:** Norm Roberts, Ray Leonard Steve Pegrum, Scott Trueman, Alan Revill, Mike Howe

**Absent:** Brett Moreland

**Staff:** Christine Woods, Senior Planner, Noah Perron, Planner, Colin Herrewynnen, Planner, Kate Kaestner, Planning Clerk & Secretary-Treasurer

- 1 Call to Order
- a) Resolution.

Resolution No. 2025-05-01

Moved by: Mike Howe

Seconded by: Alan Revill

THAT the June 12, 2025 meeting of the Committee of Adjustment for the Township of South Frontenac is hereby called to order at 7:00 PM

Carried

- 2 Adoption of Agenda

- a) Resolution.

Resolution No. 2025-05-02

Moved by: Mike Howe

Seconded by: Alan Revill

THAT the Committee hereby adopts the Agenda for the June 12, 2025 Committee of Adjustment meeting.

Carried

- 3 Electronic Meeting Information

- a) Committee of Adjustment meetings are conducted in-person and virtually, via Zoom.

- 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 – May 08, 2025

- a) Resolution.

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Resolution No. 2025-05-03

Moved by: Alan Revill

Seconded by: Mike Howe

THAT the Committee hereby approves the minutes of the May 08, 2025  
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-2025-0038 (Hewson) - Bedford District

Property Address: 287 Island Drive Lane

Purpose & Effect of the Application:

To request permission under section 45(2) of the Planning Act to enlarge a legal non-conforming seasonal dwelling within 30m of Bob's Lake. The applicant proposes to rebuild the 114sqm dwelling and 60.2sqm attached deck (w/ stairs) within a similar footprint. The enlarged dwelling would have a gross floor area of 144.5sqm, a ground floor area of 188.8sqm and a building height of 8.4m. The highwater mark setback will be maintained or improved, with the dwelling being setback 13m, attached deck 9.5m, and deck stairs 6.7m. The applicant also proposes to build a 9.1m x 9.8m detached garage. The structure requires zoning relief to have a building height of 9.1m.

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

Brian Hewson, applicant, thanked Mr. Perron for his presentation and stated that while he had nothing to add, he was present and happy to answer any questions that may arise.

Mr. Pegrum inquired (3 times) as to whether any members of the public wished to comment or ask questions regarding the proposal. None heard.

The Chair then asked if there were any questions from Committee members regarding the application. None heard.

Kate Kaestner, Planning Clerk & Secretary-Treasurer, 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.

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Resolution No. 2025-05-04

Moved by: Alan Revill

Seconded by: Mike Howe

THAT the Committee of Adjustment hereby approves application PL-ZNA-2025-0038, for property municipally addressed as 287 Island Drive Lane, granting permission to enlarge the existing legal non-conforming dwelling within 30 metres of the highwater mark of Bob's Lake, and to allow a new 9.1m x 9.8m detached garage to have a building height of 9.1 metres, subject to conditions.

Carried

-b) PL-ZNA-2025-0047 (Armitage) - Bedford District

Property Address: 93 Partridge Lane, Unit B

Purpose & Effect of the Application:

The application seeks zoning relief to permit the construction of a deck addition to an existing cottage. The applicant proposed to replace a ~4.7sqm (50sqft) deck on the waterside of the cottage, with a ~20sqm (215sqft) deck (w/ stairs). The proposed deck requires zoning relief to be setback 4.6m (15ft) from the highwater mark of Bob's Lake, 6.1m (20ft) from the wetland/flooded area to the west, and to increase lot coverage to 8.5%. The proposed deck would encroach no closer to Bob's Lake than the existing deck (4.6m), and no closer to the wetland/flooded area than the deck to be replaced (6.1m) or the NW corner of the cottage (~2.1m).

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

Committee Chair Steve Pegrum inquired as to whether the applicant or their agent wished to address the Committee. The applicant did not address the Committee.

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

The Chair then asked if there were any questions from Committee members regarding the application. None heard.

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

Mr. Pegrum asked Committee members if they wished to comment on the resolution. None heard.

Resolution No. 2025-05-05

Moved by: Alan Revill

Seconded by: Mike Howe

THAT the Committee of Adjustment hereby approves minor variance application PL-ZNA-2025-0047, for property municipally addressed as 93-B Partridge Lane, allowing a 20 square metre deck to establish a 4.6 metre setback from the highwater mark of Bobs Lake and to allow for the lot coverage of the principal building to be increased to 8.5 %, subject to conditions.

Carried

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c) PL-ZNA-2025-0053 (Frasso) (Stokes) - Storrington District

Property Address: 1939 Ormsbee Road

Purpose & Effect of the Application:

The proposal seeks relief from Zoning By-law 2003-75 section 5.24.1 to permit the lot coverage of all accessory buildings to exceed the lot coverage of the principal structure (dwelling). The applicant proposes to construct a detached garage/workshop with a building footprint of 1800sqft. The proposed structure would increase the lot coverage of all accessory structures (3.8%) above that of the existing dwelling (3.2%).

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

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

Rod Stokes, agent on the application, stated that he was happy to answer any questions regarding the proposal.

Mr. Pegrum inquired (3 times) as to whether any members of the public wished to comment or ask questions regarding the proposal. None heard.

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

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

Mr. Pegrum asked Committee members if they had any comments. None heard.

Resolution No. 2025-05-06

Moved by: Ray Leonard

Seconded by: Mike Howe

THAT the Committee of Adjustment hereby approves minor variance application PL-ZNA-2025-0053, for property municipally addressed as 1939 Ormsbee Road, to permit the construction of an 1800 square foot detached garage and workshop, allowing the lot coverage of all accessory structures, being 3.8%, to exceed the lot coverage of the principal structure, being 3.2%.

Carried

d) PL-ZNA-2025-0057 (Estate of Mundell) (Snider) - Loughborough District

Property Address: 1028 Poppy Lane

Purpose & Effect of the Application:

To request permission under section 45(2) of the planning act to enlarge the legal nonconforming dwelling within 30m of the highwater mark of Loughborough Lake. The applicant proposes to enlarge the existing 149sqm one-storey dwelling with a building height of 4.6m. The proposed enlargement would involve adding a second story addition to the dwelling within the existing building footprint. The enlarged dwelling would have an approximate gross floor area of 214sqm, a building height of approximately 9.8m, and would maintain the existing 22m setback from the highwater mark of Loughborough Lake.

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Colin Herrewynen, Planner, delivered his report to the Committee, with a staff recommendation that the application be approved, subject to conditions outlined in the staff report.

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

Derek and Katherine Snider, applicants and property owners, stated that they wished to construct the proposed addition in order to accommodate their large family and allow each of their four children to have their own room.

Mr. Pegrum inquired (3 times) as to whether any members of the public wished to comment or ask questions regarding the proposal. None heard.

The Chair then asked if there were any questions from Committee members regarding the application.

Committee member Alan Revill asked Mr. Herrewynen about the zoning of the property being RRC, and the potential to allow rentals on the property, as well as the zoning on adjacent properties.

Mr. Herrewynen responded that the property and adjacent properties used to be combined into one and it was historically zoned as Recreational Resort Community. The properties were severed, and the zoning was never updated to reflect this change.

Mr. Herrewynen also acknowledged the neighbouring landowner's request to restrict construction on the subject property between the months of May and September, and indicated to the Committee that this would not be an appropriate request.

Kate Kaestner, Planning Clerk & Secretary-Treasurer, 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. 2025-05-07

Moved by: Ray Leonard

Seconded by: Mike Howe

THAT the Committee hereby approves application PL-ZNA-2025-0057 for property located at 1028 Poppy Lane, granting permission to enlarge the existing legal non-conforming dwelling, by adding a 65 square metre 2nd-storey addition, within 30 metres of Loughborough Lake, subject to conditions.

Carried

e) PL-ZNA-2025-0058 (Roy) (Costa) - Loughborough District

Property Address: 3727 Stage Coach Road

Purpose & Effect of the Application:

The property has a existing primary dwelling (approx. 361 m2) and existing detached garage (approx. 211 m2). The owners propose to build a new Additional Dwelling Unit (ADU) with a footprint of approximately 246m2 on the subject property that is approximately 64.5m from the existing primary dwelling. The Zoning Bylaw requires that an ADU be located within 40m of the primary dwelling and that the total lot coverage of accessory buildings and structures

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not exceed the lot coverage of the existing principal building. A minor variance is being requested to allow the ADU to be setback 64.5m from the existing primary dwelling and to allow for the total lot coverage of accessory buildings to exceed the lot coverage of the existing principal building, totaling approximately 476.5 m2.

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

Steve Pegrum inquired as to whether the applicant or their agent wished to address the Committee. None heard.

Mr. Pegrum inquired (3 times) as to whether any members of the public wished to comment or ask questions regarding the proposal. None heard.

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

Committee member Scott Trueman asked planning staff about the requirement for using a shared well and septic system when the zoning by-law was original being updated to allow Additional Dwelling Units.

Christine Woods, Manager of Planning, confirmed that original discussions did propose to require a shared well and septic system for detached ADUs. However, after reviewing some of the proposals that had been received, it became evident that this may not be possible or beneficial on some properties, particularly with respect to topography constraints. The Township encourages shared services for ADUs, but it is not a requirement.

Mr. Revill addressed the letter of concern that was submitted by the adjacent landowner with respect to privacy concerns, and stated that the location of the proposed ADU is largely past the boundary of the adjacent property, which, in his opinion, mitigates these concerns.

Mr. Pegrum inquired as to whether the neighbouring landowner's request to require a privacy fence or trees to be planted is something that can be implemented by the Committee.

Mr. Herrewynen responded that while the Committee could require this as a condition, he does not believe it would be appropriate as any subsequent property owner could simply remove the fencing and trees from the subject lands. Mr. Herrewynen stated that if the neighbouring landowner had concerns about privacy it would be most beneficial for that landowner to install a fence and/or trees on their own property.

Councillor Trueman also indicated to Mr. Pegrum that there was already a considerable amount of mature vegetation on the property that would act as a buffer between the ADU and the neighbouring property.

Kate Kaestner, Planning Clerk & Secretary-Treasurer, 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.

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Resolution No. 2025-05-08  
Moved by: Norm Roberts  
Seconded by: Ray Leonard

THAT the Committee of Adjustment hereby approves minor variance application PL-ZNA-2025-0058, for property municipally addressed as 3727 Stage Coach Road, to allow a detached Additional Dwelling Unit to be located 64.5m from the existing primary dwelling, and to allow the total lot coverage of all accessory structures, being 2.8% to exceed the lot coverage of the principal building, being 2.1%, 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 from Committee members regarding the report.

11 Adjournment

a) Resolution.

Resolution No. 2025-05-09  
Moved by: Ray Leonard  
Seconded by: Norm Roberts

THAT the June 12, 2025 meeting of the Committee of Adjustment for the Township of South Frontenac is hereby adjourned at 7:57 PM to reconvene on Thursday, July 10, 2025 at 7:00PM or at the call of the Chair.

Carried

  
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Steve Pegrum, Chair