

Committee of Adjustment Agenda

1:00 PM - Monday, March 23, 2026

Council Chambers

[Zoom Meeting Registration](#)

1. Call to Order

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Approval of Agenda

- a) March 23, 2026

Be It Resolved That the Committee approves the Agenda dated March 23, 2026, as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Delegations

None.

6. Adoption of Minutes

- a) Minutes of Meeting 3 - 8

Be It Resolved That the Committee adopts the Minutes of a Meeting held on November 24, 2025, as circulated.

[Committee of Adjustment - 24 Nov 2025 - Minutes - Pdf](#)

7. Business Arising Out of Minutes

None.

8. Zoning By-law Amendment Application (Recommendation to Council)

None.

9. Consent Applications

None.

10. Minor Variance Applications

- a) File #A01/26 - Part of Lot 20, Concession 1, Geographic Township of South Canonto (1074 Chalmers Lane) - Request for Permission to Enlarge a Legal Non-Conforming/Non-Complying Structure 9 - 26

[Notice of Hearing - 1074 Chalmers Lane](#)

[File #A01/26 - Application for Permission to Expand a Legal Non-](#)

[Complying Structure by Excavating the Basement - Part Lot 20, Concession 1, Geographic - Pdf](#)
[Comments from MVCA](#)

- b) File #A03/26 - Plan 1044, Lot 286, Geographic Township of Barrie (1052 Ridgeway Lane) - Request for Permission to Enlarge a Legal Non-Conforming/Non-Complying Structure

27 - 47

[Notice of Hearing - 1052 Ridgeway Lane](#)

[File #A03/26 - Application for Permission to Consolidate Two One Storey Dwellings into One Two Storey Dwelling - Lot 286, Plan 1044, Geographic Towns - Pdf](#)

[Comments from MVCA](#)

11. Other Business

None.

12. Adjournment

- a) Motion to Adjourn

Be It Resolved That the meeting adjourns at _____ p.m. until April 27, 2026, at 1:00 p.m. or at the call of the Chair.



Committee of Adjustment Minutes

1:00 PM - Monday, November 24, 2025
Council Chambers

Present: Gary Wood (Chair); Carl Tooley (Member); and Brent Smith (Alternate Member)

Absent with Regret: Jim Ogilvie (Member)

Also Present: Brooke Drechsler, Secretary/Treasurer; Tara Mieske, Clerk/Planning Manager; Marnie Geerlinks, Administrative Assistant to the Clerk's Department; Councillor Roy Huetl, Council Liaison; and Jennie Kapusta, Community Planner, County of Frontenac (Electronic Participation)

1. Call to Order

The meeting was called to order at 1:00 p.m.

2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Approval of Agenda

a) *November 24, 2025*

56-25 Moved by Brent Smith, Seconded by Carl Tooley

Be It Resolved That the Committee approves the Agenda dated November 24, 2025, as circulated.

Carried

4. Appointment of Chair

a) *Appointment of Chair for 2026*

57-25 Moved by Carl Tooley, Seconded by Brent Smith

Whereas, at the meeting held February 24, 2025, the Committee passed Resolution #1-25 appointing Garry Wood to sit as Chair until the last meeting in 2025;

Therefore Be It Resolved That, per Section 6.0 of the Committee Procedural By-law, the Chair shall be elected by members of the Committee;

And That the Committee appoints Garry Wood to sit as the Chair for the year.

Carried

5. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

6. Delegations

None.

7. Adoption of Minutes

a) *Minutes of Meeting*

58-25 Moved by Brent Smith, Seconded by Carl Tooley

Be It Resolved That the Committee adopts the Minutes of a Meeting held October 27, 2025, as circulated.

Carried

8. Business Arising Out of Minutes

None.

9. Zoning By-law Amendment Application (Recommendation to Council)

None.

10. Consent Applications

- a) ***File #B12/24: Part of Lots 23 and 24, Concession 8 - Creation of New Lot***
File #B13/24: Part of Lots 23 and 24, Concession 8 - Creation of New Lot
File #B14/24: Part of Lots 23 and 24, Concession 8 - Creation of Right-of-Way
File #B15/24: Part of Lot 23, Concession 8 - Creation of Right-of-Way
File #B16/24: Part of Lots 23 and 24, Concession 8 - Application for Lot Addition

Colin Scott, Agent for the applications, was present for the meeting.

Jennie Kapusta, Community Planner, provided an overview of the consent applications for the following development:

- Files B12/24 and B13/24 - Creation of two new lots;
- File B14/24 - Creation of Right-of-Way (ROW) for access over the proposed lots in favour of the proposed lot #2 and the retained parcel;
- File B15/24 - Creation of ROW over 1069 Perry Lane to connect Perry Lane to the proposed ROW being created through B14/25; and
- File B16/24 - An application for consent for a lot addition to 1069 Perry Lane.

Kapusta noted Appendix A to the Planning Report was amended to put the conditions for File B14/24 Creation of ROW into a separate recommendation.

Files B12/24, B13/24 and B14/24 - Two New Lots and Proposed Right-of-Way

Kapusta advised the proposed new lots meet the required area and water frontage set out in the Zoning By-law. She advised the proposed ROW (File B14/24) will bisect the proposed new lot to service the new lot #2 and the retained parcel. She noted the ROW will serve as an access from the new ROW being created through application number B15/24 to the proposed severed and retained lots. Kapusta advised there are significant natural hazard concerns on the property, including identified wetland areas and steep slopes. She noted Mississippi Valley Conservation Authority has raised concerns the proposed ROW may be too close to the steep slope. She advised if it is determined the ROW is within the required setback from the toe or crest of a steep slope, further assessments will be required.

Kapusta advised Lot #1 (File B12/24) has areas that are fairly flat; however Lot #2 has less flat areas and appears to have more erosions hazards. She noted the lots have areas shown as suitable for the installation of sewage disposal systems. She advised MVCA provided a report identifying concerns with wetland areas and erosion hazards for the building envelopes and ROW; therefore recommended including a condition requiring a survey sketch be provided to identify the location of the ROW and building envelopes on each proposed lot to determine if a slope stability assessment is required which may include further engineering requirements prior to construction.

Kapusta advised the area north of the proposed lots show extensive wetland and watercourse areas, as well as erosion hazards. She noted the size of the subject property and topography made it difficult to identify the location of the ROW through the proposed new lots.

File B15/24 - Proposed Right-of-Way (1069 Perry Lane - Applicant: Caperchione)

Kapusta advised the proposed ROW will connect the newly created lots to the existing Perry Lane, with a length of 98 metres +/- . She noted the ROW will be located at the rear of the subject property and follow along the nearby Hydro corridor. She advised there is a steep slope at the end of Perry Lane, which has been identified as an area of concern by MVCA and County Planning staff.

Kapusta noted there is an existing ROW on the property, located in front of the existing dwelling. She advised the existing ROW may be discharged upon completion of the proposed ROW.

File B16/24 - Lot Addition

Kapusta advised a small parcel will be transferred to 1069 Peery Lane. She noted there is a small structure on the proposed parcel to be transferred; and that the structure will have to be removed or a change of use obtained as the Zoning By-law does not permit a Secondary Dwelling Unit on a waterfront parcel.

General Comments

Kapusta advised the proposed ROWs must be constructed using the standards set out in the Private Lanes Study to ensure emergency access. She noted the creation of the ROWs will require a review by a qualified engineer, with written confirmation the ROWs meet construction standards. She advised a survey sketch will be required prior to any construction to ensure access to the new lots is within the boundary lines of the ROW crossing over 1069 Perry Lane and does not encroach onto any neighbouring properties.

Kapusta advised comments were received from a member of the public expressing the following concerns:

- Increased run-off from the proposed ROW may impact the existing septic and garage.

Kapusta advised any proposed development cannot create a negative impact on neighbouring property.

- Vehicles using the proposed ROW may come in contact with the existing garage. With respect to the location of the existing garage, Kapusta advised the Zoning By-law sets out a setback of 3 metres from a Right-of-Way for any accessory structure to minimize any impacts.
- The proposed ROW does not meet private lane standards which will impact emergency vehicle access.

Kapusta advised this has been addressed as a condition of severance by requiring an engineering report to ensure the ROW is properly constructed and meets the private lane standards.

- How will the proposed ROW affect existing ROW over Perry Lane?

Kapusta noted there are no changes proposed to the existing ROW.

- Trespass concerns with creation of new ROW

Kapusta advised the access must be within the boundaries of the existing ROW and on the property described as 1069 Perry Lane.

Kapusta recommended approval of all the applications subject to the conditions included in the Planning Report.

Tooley advised he attended the site and noted the proposed ROW runs in a zig zag formation. He asked Mr. Scott (agent) if this is the path the ROW will take. Mr. Scott advised the intent with the roughed in ROW area was to establish an area; however the path of the ROW can be adjusted. He noted by going on an angle to the Hydro corridor then continuing to the proposed lots, it would potentially reduce the erosion hazard. Tooley asked for clarification of the width of the existing ROW. Mr. Scott advised the existing ROW is approximately 27 feet in width.

Tooley advised he attended the site three times over the past year with County and Township planning staff. He advised it will be challenging to create the ROW with the steep slopes and sharp corners and agrees with the condition requiring an engineer to

confirm the ROW meets the Private Lane policy. He recommended approval of the applications subject to the conditions included in the Planning Report.

Smith asked if permission to cross 1049 Perry Lane to access the proposed lots had not been granted. Kapusta advised there is an existing ROW over 1049 Perry Lane cannot be changed; and that vehicular travel is only permitted within the surveyed area.

Wood noted the severity of the curves in the proposed ROW may require the envelope of the ROW to be moved and asked for clarification of the process. Kapusta advised the 20 metre width is the minimum requirement, with more space permitted if required. She noted the condition is written with the 20 metre width defined as a minimum.

59-25 Moved by Carl Tooley, Seconded by Brent Smith

Be It Resolved That Consent Application Files #B12/24 and #B13/24 for the creation of two new lots shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall issue the Notice of Decision by December 8, 2025;

And That the Secretary shall forward the Notice to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed;

And That all conditions shall be completed within a period of two year after Notice of Decision was given under subsection 53(15) or 53(24) of the *Planning Act*.

Carried

60-25 Moved by Brent Smith, Seconded by Carl Tooley

Be It Resolved That Consent Application File #B14/24 for the creation of a Right-of-Way shall be approved subject to the conditions noted in the Planning Report:

And That the Secretary shall issue the Notice of Decision by December 8, 2025;

And That the Secretary shall forward the Notice to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed;

And That all conditions shall be completed within a period of two year after Notice of Decision was given under subsection 53(15) or 53(24) of the *Planning Act*.

Carried

61-25 Moved by Carl Tooley, Seconded by Brent Smith

Be It Resolved That Consent Application File #B15/24 for the creation of a Right-of-Way shall be approved subject to the conditions noted in the Planning Report;

And That the Secretary shall issue the Notice of Decision by December 8, 2025;

And That the Secretary shall forward the Notice to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed;

And That all conditions shall be completed within a period of two year after Notice of

Decision was given under subsection 53(15) or 53(24) of the *Planning Act*.

Carried

62-25 Moved by Brent Smith, Seconded by Carl Tooley

Be It Resolved That Consent Application File #B16/24 for a Lot Addition shall be approved subject to the conditions noted in the Planning Report:

And That the Secretary shall issue the Notice of Decision by December 8, 2025;

And That the Secretary shall forward the Notice to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed;

And That all conditions shall be completed within a period of two year after Notice of Decision was given under subsection 53(15) or 53(24) of the *Planning Act*.

Carried

11. Minor Variance Applications

None.

12. Other Business

None.

13. Adjournment

a) *Motion to Adjourn*

63-25 Moved by Carl Tooley, Seconded by Brent Smith

Be It Resolved That the meeting adjourns at 2:04 p.m. until January 26, 2026, at 1:00 p.m. or at the call of the Chair.

Carried

Chair

Secretary/Treasurer



Notice Complete Application and Public Hearing – File Number A01/26

The Committee of Adjustment for the Township of North Frontenac has received an application under Section 45(2) of the Planning Act Requesting Permission to Enlarge a Legal Non-Conforming/Non-Complying Structure. The application pertains to the parcel of land as follows:

Owner/Applicant:	Clare Gee and Andrew Gee
Subject Lands:	1074 Chalmers Lane Part of Lot 20, Concession 1, Geographic Township of South Canonto
Roll Number:	1042 110 040 04006

Notice of Hearing

The Township of North Frontenac Committee of Adjustment will hold a public meeting on **March 23, 2026, at 1:00 p.m.** to discuss and hear comments regarding the above-noted application under the authority of Section 45 of the Planning Act, R.S.O. 1990 as amended. The meeting will be held in person at the Municipal Office in Council Chambers, 6648 Road 506, Plevna, Ontario; and through Electronic Participation.

Purpose and Effect under Section 45(2)

The Applicants are applying for relief from Section 3.24 of By-law #55-19, the Zoning By-law.

Section 3.24 (d) permits the renovation, repair or reconstruction of an existing non-complying/non-conforming building or structure provided such renovation, repair or reconstruction does not expand, enlarge or increase the height, size, or volume of the original non-complying building or structure.

The applicants are proposing to construct a full basement consisting of a family room, office, additional bedroom, home gym, laundry and washroom facilities. To support the development, new foundational footings will be installed on the north and east side of the existing dwelling. A new ICF foundation is required under the existing dwelling. The proposed development will not require any enlargement to the existing dwelling footprint.

The footprint of the existing dwelling is approximately 2,023 square feet and is setback of approximately 75 feet from the high water mark of Canonto Lake. The proposed renovation will increase the volume of the original non-complying building by approximately 1,290 square feet.

Submissions

Written comments on this application, shall be provided to the undersigned before the hearing of the application at the address above or by email to the Clerk at clerkplanning@northfrontenac.ca Members of the public are encouraged to submit written comments. Comments shall be made available to any interested person for inspection at the hearing. If we have not heard from you, we will assume that you have no comments or concerns regarding this matter.

Public Hearing

You are entitled to attend this public hearing in person; or by electronic participation to provide comments regarding the proposed development to the Committee. Representation by counsel or an authorized agent is permitted to give evidence about this application.

To register for Electronic Participation, please visit the Township's Website to find the Zoom Meeting link under "Planning Applications Being Considered"; email Brooke Drechsler at deputyclerk@northfrontenac.ca; or call (613) 479-2231 or 1-800-234-3953 ext. 231.

Notice of Decision

If you wish to be notified of the decision of the Committee in respect of the proposed planning application, you must make a written request to the undersigned.

Appeal

If a "specified person" or "public body" as defined in the Planning Act files an appeal of a decision of the Committee of Adjustment in respect of the proposed planning application has not made a written submission or provide comments to the Committee before a decision is made, the Ontario Land Tribunal may dismiss the appeal.

Notice of Collection

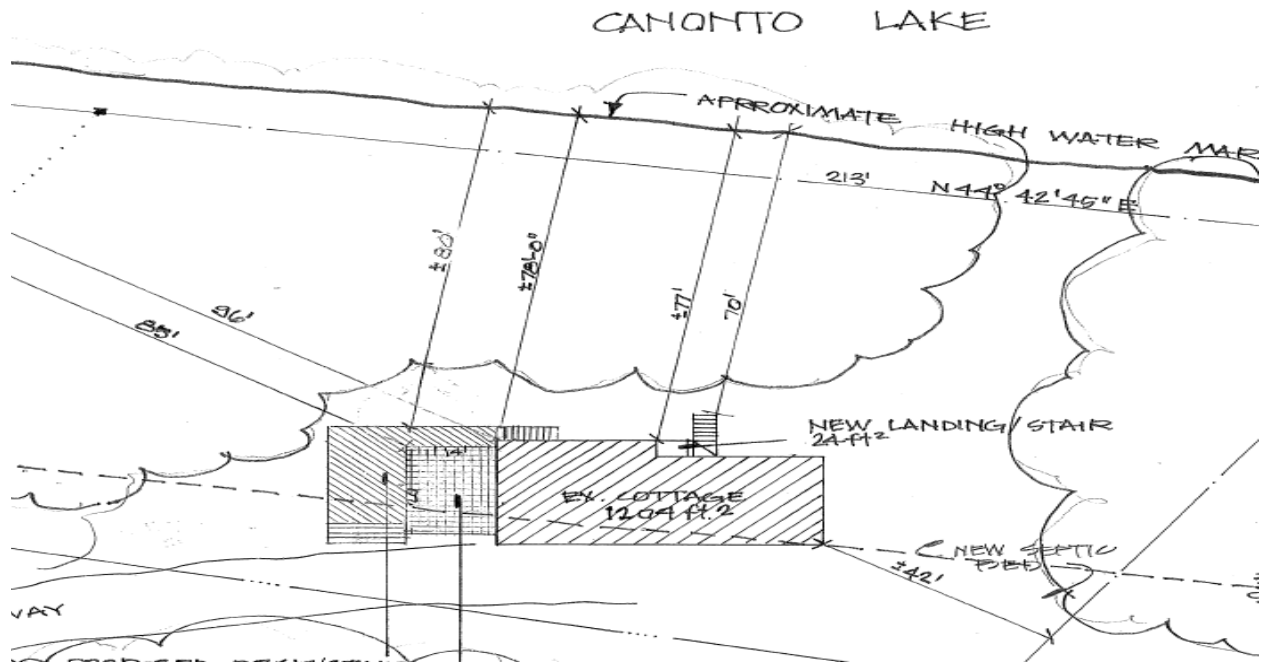
Personal information is collected under the authority of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the Planning Act, and all other relevant legislation, and will be used to assist in making a decision on this matter. All personal information (as defined by MFIPPA), including (but not limited to) names, addresses, opinions, and comments collected will be made available for public disclosure to members of the public, at the meeting, through requests, and through the website of the Corporation of the Township of North Frontenac. Questions regarding the collection, use and disclosure of this personal information may be directed to the undersigned.

Additional information regarding the application is available by contacting the undersigned during regular business hours, Monday to Friday 9:00 am to 4:00 pm.

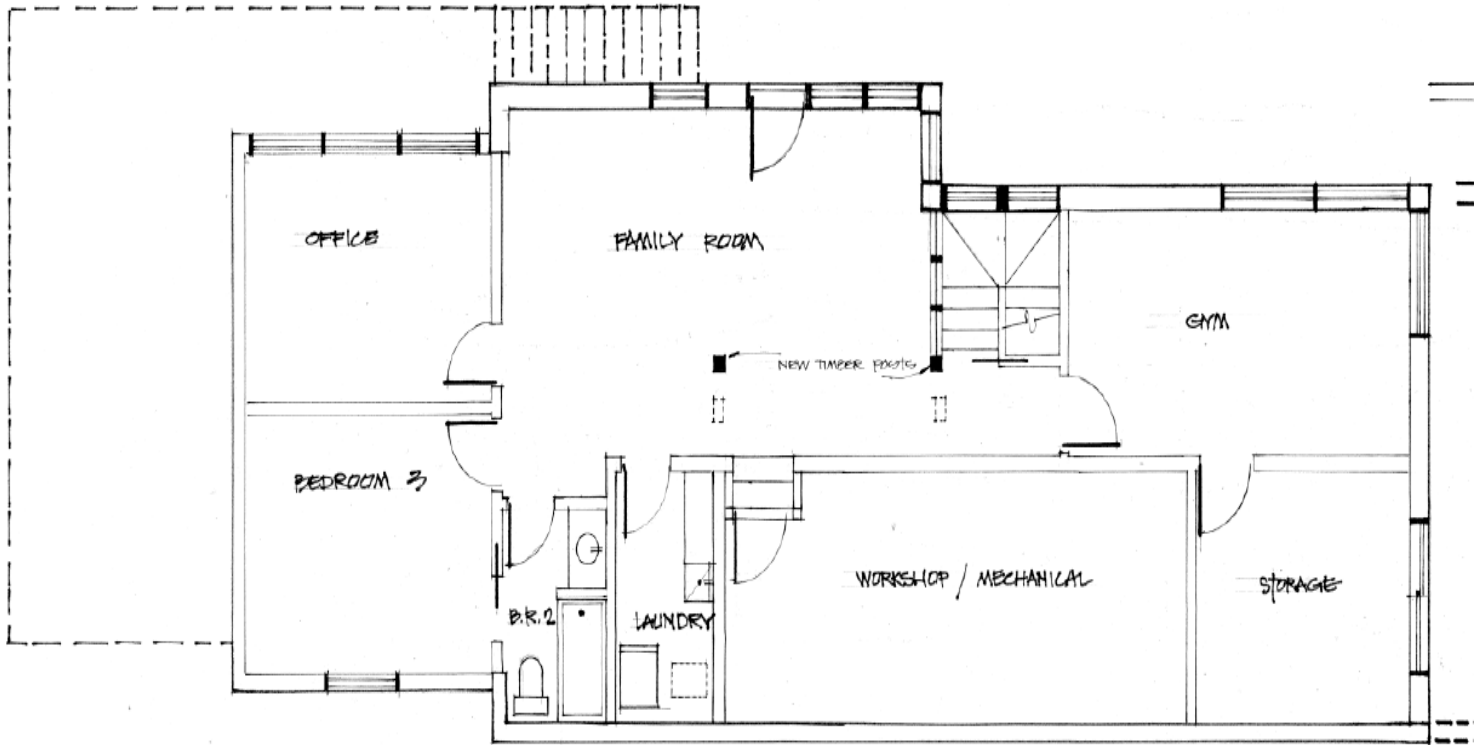
Dated at Plevna, Ontario this 20th day of February 2026.

Tara Mieske, Clerk/Planning Manager
Township of North Frontenac
6648 Road 506, Plevna Ontario
K0H 2M0
Email: clerkplanning@northfrontenac.ca

Site Plan of Property



Floor Plan of Proposed Development



LOWER LEVEL 1/4" = 1'-0"

To: Committee of Adjustment/Planning Advisory Committee
From: Dmitry Kurylovich, Project Manager/Senior Planner
 Sonya Bolton, Manager of Community Planning, County of Frontenac

Approved by:

Date of Meeting: 23 Mar 2026

Re: File #A01/26 - Application for Permission to Expand a Legal Non-Complying Structure by Excavating the Basement - Part Lot 20, Concession 1, Geographic Township of South Canonto (1074 Chalmers Lane)

Recommendation:

That the Committee of Adjustment for the Township of North Frontenac receive comments from the public, and subject to any issues being raised at the public meeting, approve the application subject to the conditions outlined in Appendix A of this report.

Background:

This application proposes to increase the gross floor area of the existing 187 square metre (2,023 square foot) dwelling by excavating the basement and adding a new insulated concrete form (ICF) foundation.

The new basement will add 120 square metres (1,290 square feet) of livable space to the existing structure.

The proposed development will not modify the existing dwelling footprint.

[Existing Development](#)

The property is developed with a 187 square metre (2,023 square foot) dwelling located approximately 22.9 metres (75 feet) from the estimated highwater mark of Canonto Lake.

This property was subject to an application to permit an expansion of the dwelling footprint in 2022 under Application Number A09/22. That application approved the construction of:

- Proposed deck addition of 19 square metres (214 square feet)
- Proposed sunroom addition of 13 square metres (140 square feet)
- Proposed 6.13 square metre (66 square foot) stairs located on the north wall of the dwelling.
- Proposed 2.2 square metres (24 square foot) stair landing located on the north side of the dwelling, just west of the existing stairs

During this development, the applicant relocated and upgraded the septic system farther from the lake. The new septic system was designed to accommodate the proposal considered in this application.

Background

Information Category	Response
Official Plan designation	Waterfront Area

Information Category	Response
Zoning	Waterfront Residential (RW)
Current size (area) of subject property	0.82 hectares (2.02 acres)
Existing road frontage and access	66 metres (354 feet) of frontage on Canonto Road Accessed from Chalmers Lane (private road)
Waterfront	108 metres (408 feet) on Canonto Lake
Natural heritage features	No regulated features except shoreline.
Surrounding land uses	Waterfront residential lots of similar size to the east and west. Canonto Road to the south, Canonto Lake to the north.

Researched By:

Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac

Comments:

Pre application consultation:

The property owner consulted with Township and County planning staff prior to the submission of this application.

Public Notice:

Notice of the public meeting before the Committee of Adjustment was given in accordance with the requirements of the Planning Act. A notice was placed on the subject property and mailed to all property owners within 60 metres of subject property, 10 days in advance of the meeting.

Comments

Mississippi Valley Conservation Authority (MVCA)

Initially MVCA staff indicated that no slope stability assessment was required to support the proposed development at the pre-consultation stage. These comments were based on desktop review of the proposal.

Comments dated March 16, 2026, indicate that the proposed development is adjacent to a slope that meets the Provincial criteria of an Erosion Hazard. As such, MVCA have recommended a slope stability assessment to be completed to ensure that the proposed development will have no impact on the stability of the slope.

County planning staff followed up with MVCA staff regarding the slope stability assessment requirement considering one was not needed for the application that approved the enlargement of the dwelling footprint (Application Number A09/22). The following response was received on March 17, 2026:

“MVCA previously reviewed an application for a deck and porch addition on the subject property in the year 2022. The applicants received approval to replace and expand the existing deck and porch with a total increase of 444 sq.ft. (40 sqm). In other parts of the watershed where MVCA regulates activities within an Erosion Hazard, our Regulation Policies permit minor additions up to a maximum of 40 sqm without the requirement for a Slope Stability Assessment (SSA). Applying the same policy intent to the 2022 application, the proposal was considered acceptable without the need for an SSA.

However, any additional increase in floor area, as with the current application, would result in the recommendation for an SSA.”

Septic Approval Authority (Township Chief Building Official)

The CBO stated that the existing septic system is sufficiently sized for the proposed development.

Public Comments

No comments were received at the time of drafting this report.

Conformity and Consistency with Policy Planning Documents

Applications for permission are required to be consistent with the Provincial Planning Statement, 2024 and conform to both the County of Frontenac Official Plan and the Township of North Frontenac Official Plan. It is the opinion of planning staff that the proposed expansion is consistent with and conform to the planning policies of all these documents.

The key policies of each document that are applicable to the subject applications are outlined in Appendix B of this report, and the policy issues are addressed in the planning analysis below.

North Frontenac Zoning By-Law Number 55-19

The subject property is zoned as Waterfront Residential (RW) in the Township of North Frontenac Zoning By-Law Number 55-19. The RW Zone permits single detached dwellings and a variety of low-impact accessory uses.

The RW zone permits a maximum lot coverage of 15% and a minimum waterbody setback of 30 metres (98 feet) for all principal uses and structures (dwelling) and 5% for all accessory uses and structures.

The subject dwelling is considered to be non-conforming because it is located 22.9 metres (75 feet) from the high watermark of Canonto Lake and constructed prior to the current Zoning By-law coming into effect. Any expansion of the non-complying use and structures requires Committee of Adjustment approval under Section 45(2) of the *Planning Act*.

The dwelling subject to this application meets all other provisions of the RW Zone.

County planning staff are of the opinion that the proposed application complies with the purpose and intent of the zoning by-law.

Planning Analysis and Considerations

This application was reviewed against the policies of the Provincial Planning Statement, the County of Frontenac Official Plan, and the Township of North Frontenac Official Plan. The analysis below summarizes all relevant policies by theme. A list of all land-use planning policies relevant to this application is found in Appendix B of this report.

Waterfront Character

The proposed development will not require any vegetation removal and will not result in a larger structure. No impact on waterfront character is anticipated.

Sewage Disposal System Services

The existing septic system can accommodate the proposed floor area expansion.

Natural Heritage

The proposed development will not require vegetation removal and is not anticipated to have a negative impact on the quality of Canonto Lake. The applicant is required to install sediment and erosion control measures (e.g. fencing or hay bales) to prevent sediment from entering the waterbody.

Minimum Distance Separation

No livestock facilities or aggregate extraction operations were identified within the applicable screening areas surrounding the subject property.

Natural Hazards

MVCA noted that the property is between two slopes and have recommended a slope stability assessment to ensure that the proposed development will have no impact on the stability of the slope.

County of planning staff recommend for this assessment to be completed as a condition of this application.

Legal Non-Conforming

In accordance with Section 45(2) of the *Planning Act*, the Committee of Adjustment may permit the enlargement or extension of an existing legal non-conforming building or structure, where the use of such building or structure does not conform with the provisions of the Zoning By-law but legally has been in continuous existence before and following the date the By-law was passed. No permission may be given by the Committee to enlarge or extend the building or structure beyond the original limits of the land where the legal non-conforming building or structure is situated.

In considering whether to grant a permission pursuant to Section 45(2), the relevant tests are:

1. Is the application desirable for appropriate development of the subject property?

County planning staff are of the opinion that the application is desirable for the appropriate development of the subject property.

The proposed development will expand the livable space of the existing dwelling without increasing the footprint.

2. Will the application result in undue adverse impacts on the surrounding properties and neighbourhood?

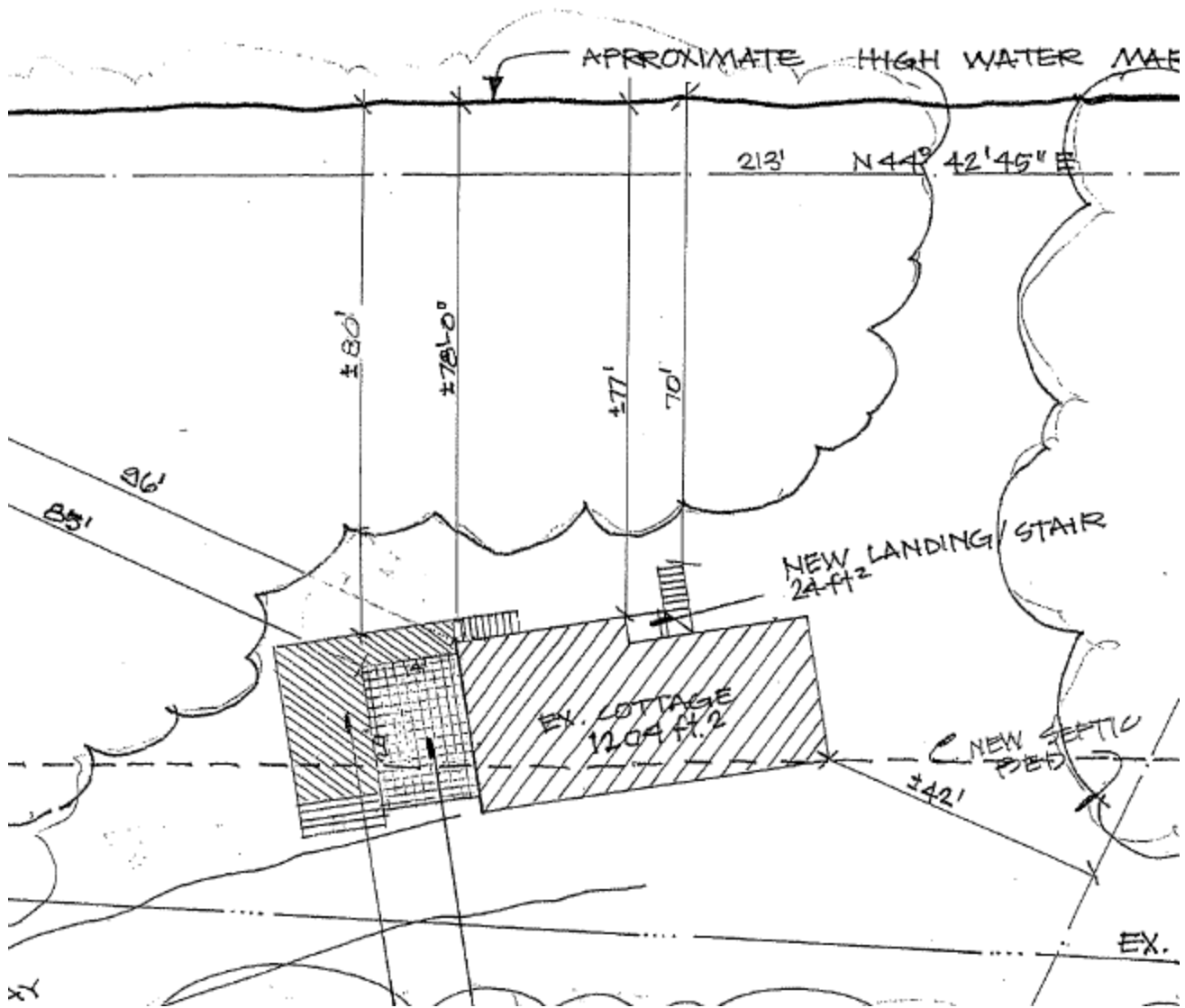
County planning staff are of the opinion that the proposed development will not result in any undue adverse impacts on the surrounding properties and neighbourhood.

Recommendation

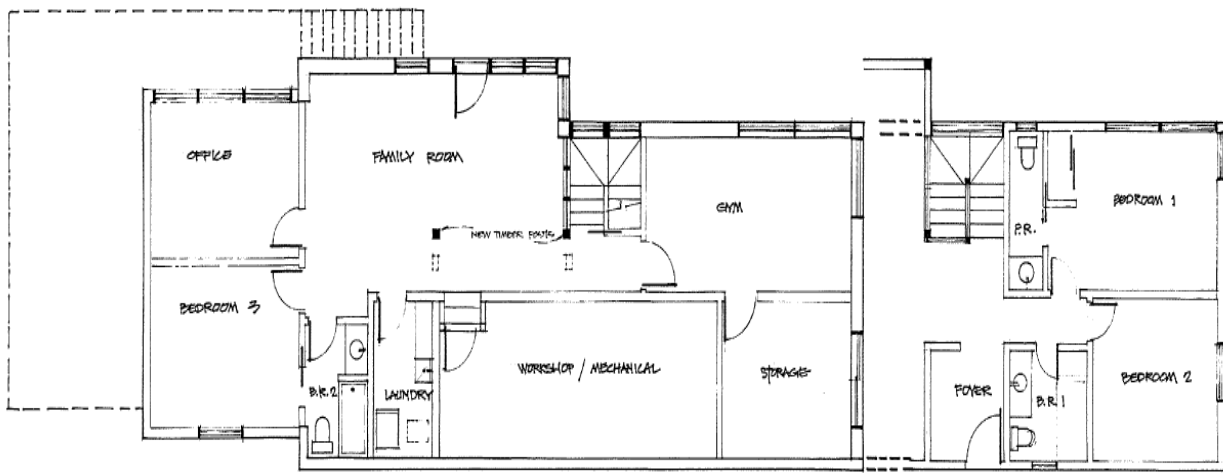
Subject to any additional comments received prior to, or during, the Committee of Adjustment meeting, it is recommended that the Committee of Adjustment approve application A01/26, as per the plans submitted with the application, and with the recommended conditions attached in Appendix A.

Site Plan

CANONTO LAKE



Floor Plan

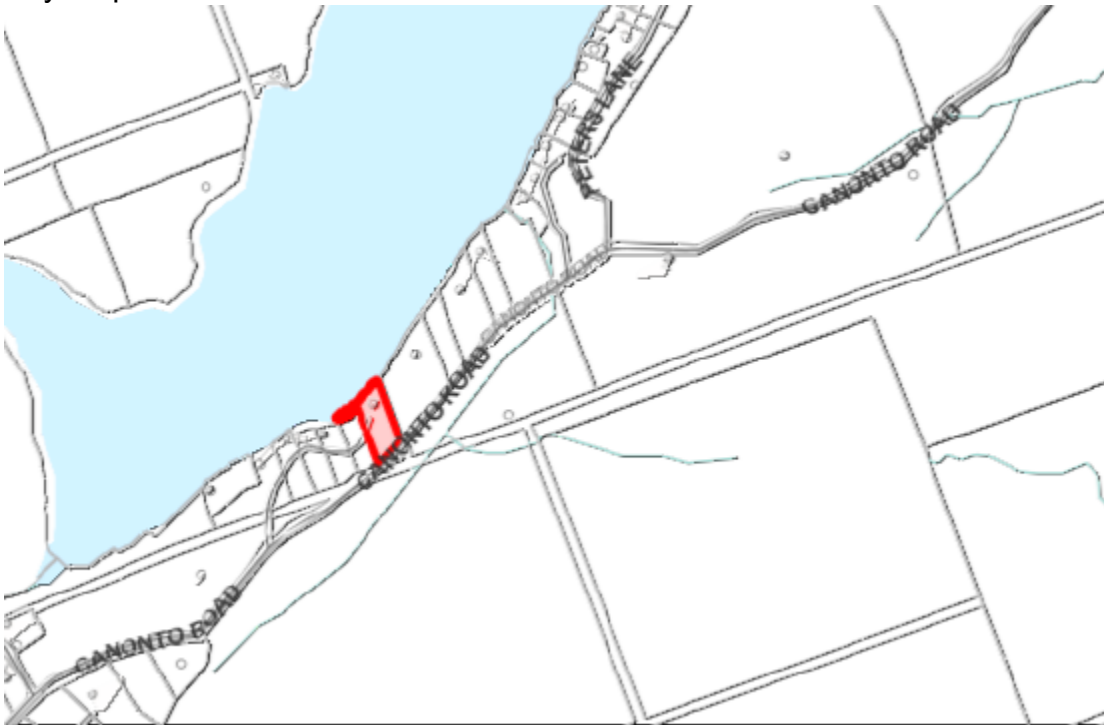


LOWER LEVEL 1/4" = 1'-0"

MAIN FLOOR 1/4" = 1'-0"

GEE COTTAGE
 CHALMERS LANE, CANONTO LAKE

Key Map



Attachments:
[Appendix A and B](#)

Appendix A: Draft Conditions of Approval

Note: Conditions are a decision of the Committee of Adjustment; the conditions below are recommended. The final approved conditions will be included in the signed decision.

Recommended Conditions for Application A01/26 (Gee)

Applicability

1. That the permission granted through application A01/26 is only to:
 - a. Add an additional 120 square metres (1,290 square feet) of livable space in the basement of the existing structure by excavating the existing basement and adding ICF foundation.
2. This permission does not include the expansion of any other structures on the subject property.

No Adverse Impacts

3. The owner/applicant shall ensure that there are no adverse impacts on neighbouring properties as a result of the approved proposal, nor shall there be any increased runoff or grade changes to the property as a result of any excavation or downspout orientation.

Slope Stability Assessment

4. Prior to the issuance of the Building Permit the applicant shall complete a slope stability assessment to the satisfaction of the Mississippi Valley Conservation Authority and the Township of North Frontenac.
5. The applicant shall ensure that all conditions and recommendations outline in the slope stability assessment are implemented during construction.

Building Permits

6. A building permit is required for all demolition and construction on the property. There shall be no additional development, or demolition of existing structures, on the property without approval from the Township of North Frontenac.
7. The owner/applicant shall provide to the Building Department a copy of the decision of the Committee of Adjustment, together with a copy of any approved drawings. The drawings submitted with the building permit application must, in the opinion of the Township, conform to the general intent and description of any approved drawings, including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. Additional variances may be required should further zoning deficiencies be identified through the Building Permit application process.

Construction Method

8. Sediment and erosion control measures shall be implemented prior to commencing any excavation work and be maintained in proper condition for the duration of the project until all loose soils have been stabilized.
9. All excavated material shall be disposed of more than 30 metres (98 feet) of the waterbody. Excess soil or fill shall not be placed in any low area and shall not interfere with any seasonal or permanent wetlands or watercourse.
10. Natural drainage patterns on the site shall not be substantially altered such that additional run-off is directed towards the lake, or onto neighboring properties. In order to achieve this, eaves troughing shall be installed on the additions and outlet away from the lake, to a leach pit or well-vegetated area to maximize infiltration.

Appendix B: Relevant Planning Policy

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications “shall be consistent with” applicable provincial policy.

When assessing consent and minor variance applications on rural lands, planning authorities must comply with Sections 2.5 and 2.6 of the PPS, and apply the relevant policies of the following sections:

- Chapter 3: Infrastructure and Public Service Facilities of the PPS contains policies that direct the development of public and private infrastructure including transportation networks, sewage, water and stormwater services, waste management, and public spaces, recreation, parks, trails, and open spaces.
- Chapter 4: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural land, mineral and aggregate resources, and cultural heritage and archaeological resources for their economic, environmental and social benefits.
- Chapter 5: Protecting Public Health and Safety of the PPS contains policies intended to reduce the potential for public cost or risk to Ontario’s residents from natural or human-made hazards. Conservation Authorities have provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the PPS.

The following policies are applicable to this application:

- Permitted uses on rural lands include residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services; (Section 2.6.1.c).
- Development that can be sustained by rural service levels should be promoted (Section 2.6.2).
- Development shall be appropriate to the infrastructure which is planned or available and avoid the need for the uneconomical expansion of this infrastructure (Section 2.6.3).
- Conserving biodiversity and considering the ecological benefits provided by nature (Section 2.5.1.g).
- Supporting healthy, integrated and viable rural areas by building upon rural character and leveraging rural amenities and assets (Section 2.5.1.a).

- Natural features and areas shall be protected for the long term (Section 4.1.1).
- Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage and not create new or aggravate existing hazards (Section 5.1.1).

County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

The following policies are applicable to this application:

- Section 3.3, Rural Lands, provides policies for all lands outside of the settlement areas. The Plan recognizes that rural lands are used as an alternative location for those preferring a rural lifestyle. Low density residential development, as well as rural-related commercial, industrial, recreational and institutional development, is permitted.
- Section 4.2, Servicing, includes policies for the use of private on-site water and sewage services, provided that site conditions are suitable for the long-term provision of such services with no negative impacts.
- Section 7, Environmental Sustainability, sets out policies for environmental sustainability and the protection of the natural heritage system and the ecological functions it provides.

Township of North Frontenac Official Plan (2017)

The property is designated as Waterfront Area in the Township of North Frontenac's Official Plan (2017). Waterfront Area policies are intended to govern development within 150 metres (500 feet) of waterbodies and on islands with the intent of protecting water quality, shoreline amenities and natural habitat areas. It is Council's intent that the water quality of all waterbodies in the Municipality will be maintained at their present level or enhanced. New development must be considered in light of its impact on the environmental quality of any lake or river.

- Section 2.3.8 states that the objective of this Official Plan is to direct development away from lands with natural or human made hazards and/or physical limitations such as poor drainage, organic or contaminated soils, flood susceptibility, erosion or steep slopes.
- Section 4.10.5 Objectives sets out the objectives of the Waterfront Area including character, access and servicing, natural areas, and development. Limiting the density of buildings and structures in the Waterfront Area is an important part of

protecting the character of waterbodies in North Frontenac. The Official Plan also speaks to the preservation and protection of the appearance of the shoreline in a natural vegetated state shall be encouraged.

- The objective listed in Section 4.10.5 (O) is to support redevelopment opportunities of waterfront properties while maintaining the character of the waterfront area.
- Section 4.10.6 (A) states that where development occurs in the Waterfront Area, it should enhance and protect, where possible, those qualities that contribute to character.
- Section 4.10.6 (B) states that natural form should dominate the character of the Waterfront. Natural shorelines may visually screen development viewed from the water and buffer uses
- Section 4.10.6 (D) states that where development occurs in the Waterfront, it should complement the natural and built form and should enhance and protect those qualities that contribute to character.

26-NF-MV

March 16, 2026

Tara Mieske
Secretary-Treasurer
Township of North Frontenac
P.O. Box 97
Plevna, Ontario K0H 2M0

Dear Ms. Mieske:

**Re: Request for Permission #A01/26
Lot 20, Con 1, Township of North Frontenac (South Canonto)
1074 Chalmers Lane
GEE**

Mississippi Valley Conservation Authority (MVCA) has reviewed the above noted application for concerns related to natural hazards for the subject property and surrounding lands. We have reviewed the subject application in the context of the following:

- Section 3.6 Sewage, Water and Stormwater, and Section 5.2 Natural Hazards of the Provincial Planning Statement (PPS, 2024) under Section 3 of the Planning Act;
- The Conservation Authority “Prohibited Activities, Exemptions and Permits” regulation 41/24, Section 28 of the Conservation Authorities Act;
- The Mississippi-Rideau Source Protection Plan (2014, revised 2022)

PROPOSAL

According to the notice, *The applicants are proposing to construct a full basement consisting of a family room, office, additional bedroom, home gym, laundry and washroom facilities. To support the development, new foundational footings will be installed on the north and east side of the existing dwelling. A new ICF foundation is required under the existing dwelling. The proposed development will not require any enlargement to the existing dwelling footprint.*

The footprint of the existing dwelling is approximately 2,023 square feet and is setback of approximately 75 feet from the high water mark of Canonto Lake. The proposed renovation will increase the volume of the original non-complying building by approximately 1,290 square feet.

10970 Hwy. No. 7, Carleton Place, ON K7C 3P1 | Tel. (613) 253-0006 | visit: mvc.on.ca

Your partner in natural hazard management, resource conservation and stewardship.

PROPERTY CHARACTERISTICS

Based on a review of available GIS mapping and aerial imagery, as well as a site visit, the subject property has frontage on Canonto Lake. A high, steep slope exists along the lakefront as well as the rear of the subject lot.

Natural Hazards Advisory Review

The objective of MVCA's natural hazards review is to ensure that the control of *flooding* and *erosion* are not impacted by development. This includes impacts to wetlands, watercourses, slope stability, and unstable soils. For the subject property, the **slopes** and **lake** are relevant to MVCA's advisory review.

Erosion Hazards

It is provincial policy that: *Development shall generally be directed to areas outside of hazardous lands adjacent to a stream and small inland lake systems which are impacted by flooding and/or erosion hazards. Erosion Hazards* include slopes which have the potential for erosion and/or instability due to their steepness, height i.e. steeper than 3:1 and higher than 3 m. New development should be setback a sufficient distance from these hazards to minimize risks associated with slope instability and erosion. This setback is referred to as the Erosion Hazard Limit (EHL). If new development cannot meet this setback, a Slope Stability Assessment (SSA) is typically recommended to conduct a site-specific analysis.

Based on MVCA's measurements, the identified slopes meet the definition of a potential *Erosion Hazard*, and the proposed development is within an area of potential concern. Therefore, we recommend that a Slope Stability Assessment (SSA) be undertaken to determine if the proposed development can safely proceed without impacting the stability of the waterfront and rear slopes.

Waterbody

MVCA considers both direct and indirect impacts to waterbodies/watercourses, within the context of flooding and erosion. Impacts are not anticipated if minimum waterbody setback requirements (as stipulated by the municipality) are adhered to. However, if the minimum setback is not achieved, as with the subject proposal, we recommend no further encroachment into the setback.

In this case, there is no further encroachment towards the lake as all new development is within the existing footprint.

MVCA Ontario Regulation 41/24 (Regulatory)

Pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, written permission is required from MVCA prior to any alterations to the shoreline of the lake. We are not aware of any proposed work that requires MVCA permission.

RECOMMENDATIONS & CONCLUSIONS

MVCA does not have any objections to the subject application provided the following:

1. The completion of a Slope Stability Assessment, by a qualified professional, determines that the proposed development can safely proceed, in the slope's current configuration, without compromising slope stability.
2. In accordance with the provisions of the relevant Municipal Zoning By-law, unvegetated sections of the shoreline that are not in compliance with the allowable clearing for water access, shall be planted to a minimum depth of 3 metres (measured from the shoreline towards the rear of the lot) with native plant species. This effort will help to mitigate the effects of erosion on the shoreline.
3. Natural drainage patterns on the site shall not be substantially altered such that additional drainage is directed towards the lake or slopes.
4. Erosion control measures shall be implemented throughout the construction process (mainly the placement of a sediment barrier such as staked straw bales between exposed soil and the lake). The barrier should remain in place until all disturbed areas have been re-vegetated.

NOTES

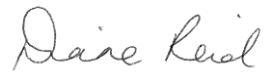
A review for Species at Risk was not conducted. We suggest contacting the Ministry of the Environment, Conservation and Parks should you require a review in this regard.

The applicant should be advised that, pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, written permission is required from MVCA prior to any alterations to the shoreline of the lake.

We advise consultation with Fisheries and Oceans Canada (DFO) [Projects near water \(dfo-mpo.gc.ca\)](http://dfo-mpo.gc.ca) prior to conducting any work within the lake, to assess potential impacts to fish habitat. Authorization from DFO may be required for such work.

Should any questions arise please do not hesitate to call. Please advise us of the Committee's decision in this matter.

Yours truly,

A handwritten signature in cursive script that reads "Diane Reid".

Diane Reid
Environmental Planner



Notice Complete Application and Public Hearing – File Number A03/26

The Committee of Adjustment for the Township of North Frontenac has received an application under Section 45(2) of the Planning Act Requesting Permission to Enlarge a Legal Non-Conforming/Non-Complying Structure. The application pertains to the parcel of land as follows:

Owner/Applicant:	Natalie Strong
Subject Lands:	1052 Ridgeway Lane Plan 1044, Lot 286, Geographic Township of Barrie
Roll Number:	1042 030 020 54000

Notice of Hearing

The Township of North Frontenac Committee of Adjustment will hold a public meeting on **March 23, 2026, at 1:00 p.m.** to discuss and hear comments regarding the above-noted application under the authority of Section 45 of the Planning Act, R.S.O. 1990 as amended. The meeting will be held in person at the Municipal Office in Council Chambers, 6648 Road 506, Plevna, Ontario; and through Electronic Participation.

Purpose and Effect under Section 45(2)

The Applicants are applying for relief from Section 3.24 of By-law #55-19, the Zoning By-law.

Section 3.24 (d) permits the renovation, repair or reconstruction of an existing non-complying/non-conforming building or structure provided such renovation, repair or reconstruction does not expand, enlarge or increase the height, size, or volume of the original non-complying building or structure.

The property is developed with two dwellings. The first dwelling has a footprint of approximately 625 square feet (25' x 25') and is setback 34 feet from the high water mark of Kashwakamak Lake. The second dwelling has a footprint of approximately 972 square feet (27' x 36') with a setback of 35 feet from the high water mark. The two dwellings are connected by a walkway. The total footprint of the two dwellings is approximately 1597 square feet.

The applicants are proposing to demolish the existing dwellings and construct one 2016 square foot dwelling with two storeys in the same footprint; and a setback of 34 feet from the high water mark of Kashwakamak Lake.

Submissions

Written comments on this application, shall be provided to the undersigned before the hearing of the application at the address above or by email to the Clerk at clerkplanning@northfrontenac.ca Members of the public are encouraged to submit written comments. Comments shall be made available to any interested person for inspection at the hearing. If we have not heard from you, we will assume that you have no comments or concerns regarding this matter.

Public Hearing

You are entitled to attend this public hearing in person; or by electronic participation to provide comments regarding the proposed development to the Committee. Representation by counsel or an authorized agent is permitted to give evidence about this application.

To register for Electronic Participation, please visit the Township's Website to find the Zoom Meeting link under "Planning Applications Being Considered"; email Brooke Drechsler at deputyclerk@northfrontenac.ca; or call (613) 479-2231 or 1-800-234-3953 ext. 231.

Notice of Decision

If you wish to be notified of the decision of the Committee in respect of the proposed planning application, you must make a written request to the undersigned.

Appeal

If a "specified person" or "public body" as defined in the Planning Act files an appeal of a decision of the Committee of Adjustment in respect of the proposed planning application has not made a written submission or provide comments to the Committee before a decision is made, the Ontario Land Tribunal may dismiss the appeal.

Notice of Collection

Personal information is collected under the authority of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the Planning Act, and all other relevant legislation, and will be used to assist in making a decision on this matter. All personal information (as defined by MFIPPA), including (but not limited to) names, addresses, opinions, and comments collected will be made available for public disclosure to members of the public, at the meeting, through requests, and through the website of the Corporation of the Township of North Frontenac. Questions regarding the collection, use and disclosure of this personal information may be directed to the undersigned.

Additional information regarding the application is available by contacting the undersigned during regular business hours, Monday to Friday 9:00 am to 4:00 pm.

Dated at Plevna, Ontario this 27th day of February 2026.

Brooke Drechsler, ACST
Township of North Frontenac
6648 Road 506, Plevna Ontario
K0H 2M0
Email: clerkplanning@northfrontenac.ca

To: Committee of Adjustment/Planning Advisory Committee
From: Dmitry Kurylovich, Project Manager/Senior Planner
Sonya Bolton, Manager of Community Planning, County of Frontenac
Approved by:
Date of Meeting: 23 Mar 2026
Re: File #A03/26 - Application for Permission to Consolidate Two One Storey Dwellings into One Two Storey Dwelling - Lot 286, Plan 1044, Geographic Township of Barrie (1052 Ridgeway Lane)

Recommendation:

That the Committee of Adjustment for the Township of North Frontenac receive comments from the public, and subject to any issues being raised at the public meeting, approve the application subject to the conditions outlined in Appendix A of this report.

Background:

This application proposes to:

- a. Demolish an existing one storey 90 square metre (975 square foot) dwelling located approximately 11 metres (35 feet) from the estimated highwater mark of Kashwakamak Lake.
- b. Demolish an existing one storey 58 square metre (625 square foot) dwelling located approximately 10 metres (34 feet) from the estimated highwater mark of Kashwakamak Lake.
- c. Construct a new two storey dwelling in the same location as the two dwellings proposed to be demolished. The proposed dwelling will have a living area that is 170 square metres (1,836 square feet), a covered front entry that is 7.3 square metres (79 square feet), and a deck that is 67.6 square metres (728 square feet). The proposed dwelling will have a total footprint of 245 square metres (2,642 square feet). The proposed dwelling will maintain the existing 10 metre (34 foot) setback from the estimated highwater mark of Kashwakamak Lake.
- d. Install a new Class-4 sewage disposal system within the same location as the existing septic system, east of the proposed and existing dwellings.
- e. Remove a 32 square metre (345 square foot) enclosed trailer located near the dwellings within the waterbody setback.

The proposed development is an expansion of an existing legally non-complying dwelling footprint that was established prior to the enactment of Township Zoning By-Law Number 55-19.

The existing dwellings are non-compliant because the current Zoning By-law permits only one dwelling on a waterfront lot and requires all new dwellings to maintain a minimum setback of 30 metres (98.4 feet) from the estimated highwater mark.

This proposal consolidates the two existing dwellings into a single dwelling, thereby maintaining the existing waterbody setback while bringing the use of the property closer to compliance with the Zoning By-law.

Because the proposal involves enlarging an existing non-complying dwelling footprint, relief under Section 45(2) of the Planning Act is required. Refer to the Site Plan (Attachment 2) and the accompanying list of existing structures for context.

Existing Development

- a. One storey 90 square metre (975 square foot) dwelling located approximately 11 metres (35 feet) from the estimated highwater mark of Kashwakamak Lake.
- b. One storey 58 square metre (625 square foot) dwelling located approximately 10 metres (34 feet) from the estimated highwater mark of Kashwakamak Lake.
- c. A 32 square metre (345 square foot) trailer that is enclosed with a wooden structure located approximately 11 metres (35 feet) from the estimated highwater mark of Kashwakamak Lake.
- d. A 7.6 square metre (85 square foot) shed located approximately 19 metres (63 feet) from the highwater mark of Kashwakamak Lake.
- e. A one storey 83 square metre (900 square foot) garage located approximately 27 metres (89 feet) from the highwater mark of Kashwakamak Lake.
- f. A 37 square metre (400 square foot) boathouse located north of the existing dwellings.
- g. An existing class 4 septic system located approximately 15 metres (46 feet) from the highwater mark of Kashwakamak Lake.
- h.

Background Information

Information Category	Response
Official Plan designation	Waterfront Area
Zoning	Limited Service Waterfront (LSW)
Current size (area) of subject property	0.73 hectares (1.8 acres)
Existing road frontage and access	No frontage – accessed by Ridgeway Lane (private road)
Waterfront	91 metres (300 feet) on Kashwakamak Lake.
Natural heritage features	Most of the property is vegetated except the existing development envelope. The existing development envelope exists on a flat spot on an otherwise sloped lot.
Surrounding land uses	Waterfront residential lots of similar size to the west and southeast. Crownland to the south.

Researched By:

Dmitry Kurylovich, Project Manager/Senior Planner, County of Frontenac

Comments:

Pre-application Consultation:

The property owner consulted with Township, County, and Conservation Authority staff prior to the submission of this application.

Public Notice

Notice of the public meeting before the Committee of Adjustment was given in accordance with the requirements of the Planning Act. A notice was placed on the subject property and mailed to all property owners within 60 metres of subject property, 10 days in advance of the meeting.

Comments

Mississippi Valley Conservation Authority (MVCA)

Comments from MVCA have not been received prior to drafting of this report.

During the pre-development consultation process MVCA noted that the slope of the shoreline meets the criteria of an erosion hazard under Ministry of Natural Resources guidelines and have indicated that a slope stability assessment will most likely be required.

The applicant requested for the slope stability assessment to be completed as a condition of the minor variance application. Both County planning staff and MVCA planning staff did not object to that request.

Septic Approval Authority (Township of North Frontenac)

A sewage disposal system permit will be required for the installation and replacement of the new septic system. The new sewage system must be located within the same location as the existing sewage system.

Public Comments

County planning staff are not aware of any public comments received at the time of drafting this report.

Conformity and Consistency with Policy Planning Documents

Applications for permission are required to be consistent with the Provincial Planning Statement, 2024 and conform to both the County of Frontenac Official Plan and the Township of North Frontenac Official Plan. It is the opinion of planning staff that the proposed dwelling consolidation and expansion is consistent with and conforms to the planning policies of all these documents.

The key policies of each document that are applicable to the subject application are outlined in Appendix B of this report, and the policy issues are addressed in the planning analysis below.

North Frontenac Zoning By-Law Number 55-19

The subject property is zoned Limited Service Waterfront (LSW) in the Township of North Frontenac Zoning By-Law Number 55-19. The LSW Zone permits residential and accessory uses.

The Zoning By-law permits only one dwelling on existing lot of record. The property is currently developed with two dwellings. This proposal will bring the use of the property in closer conformity with the Zoning By-law by consolidating two dwellings into one.

The Zoning By-law requires all non-waterfront structures to be located a minimum of 30 metres (98.4 feet) from the estimated highwater mark of any waterbody. The intent of the 30 metres (98.4 foot) waterbody setback is to provide a vegetative buffer between a development envelope and shoreline for the purpose of maintaining aquatic habitat, filtration of run-off, and reducing visual impacts of development on the waterfront character of the area.

The existing dwelling was constructed within the required 30 metre (98.4 foot) waterbody setback before the current Zoning By-law came into effect and is therefore considered to be a non-complying structure.

Section 3.24 of the Zoning By-law allows the renovation, repair, or reconstruction of existing non-complying structures as long as the footprint and volume of the structures are not increased. Since

the application proposes to increase the livable space of the dwelling within the waterbody setback, approval is required under Section 45(2) of the Planning Act.

The proposed dwelling consolidation and expansion will maintain the existing waterbody setback. The proposed development will also replace the existing sewage system with a sewage system that meets modern standards. The development as proposed will not exceed the maximum lot coverage permitted by the Zoning By-law.

County Planning staff are of the opinion that the proposed development results in greater compliance with the Zoning By-law.

Planning Analysis and Considerations

This application was reviewed against the policies of the Provincial Policy Statement, the County of Frontenac Official Plan, and the Township of North Frontenac Official Plan. The analysis below summarizes all relevant policies by theme. A list of all land-use planning policies relevant to this application is found in Appendix B of this report.

Waterfront Character

County planning staff are of the opinion that the proposed development will not result in any adverse impacts on the character of the waterfront or adjacent land uses.

Although the proposed development will increase the width and height of the existing development envelope and will bring the deck closer to the water by approximately 0.6 metres (2 feet), the proposed development is anticipated to remain well buffered by existing vegetation along the shoreline slope.

The shoreline slope is well vegetated with mature coniferous trees that provide a visual buffer between the proposed development and the lake. Although some large trees directly adjacent to the dwelling will be removed, their removal is not anticipated to impact the character of the shoreline or reduce the visual buffering provided by the vegetated slope.

Aside from the vegetated shoreline, visual impact of the proposed development will also be mitigated by a small island that is located in front of the dwelling at the mouth of the bay.



Figure 1. An image of the two dwellings that will be replaced with the new dwelling. The enclosed trailer seen at the centre of the image is to be removed.



Figure 2. Image of the subject property showing orientation of the lot relative to the lake and the bay, and the small islands that provide a visual buffer between the lake and the property.

Sewage Disposal System Services

The proposed development will replace the existing sewage system with a new septic system in the same location. The existing septic system is located approximately 15 metres (50 feet) from the highwater mark of the Lake. The applicant explored the possibility of relocating the septic system to be outside of the 30 metres (98.4 foot) waterbody setback but concluded that the terrain of the property makes relocation impractical.

Natural Heritage

County planning staff are of the opinion that the proposed development will not have a negative impact on the quality of the lake. The reconstruction and expansion of the dwelling will maintain the existing waterbody setback and take place in an area that has been cleared of natural vegetation in the past. The sewage disposal system will be replaced with a system that meets current standards. The redevelopment of this property will also include the removal of an enclosed trailer from within the waterbody setback, which is considered a benefit.

It should, however, be noted that this development will likely result in the removal of some trees near the dwelling. Given the proximity of these trees to the existing and proposed dwellings, they will most likely become hazard trees in the future and would likely need to be removed regardless.



Figure 3. A tree that will most likely need to be removed to accommodate the development. Overall, the development is not anticipated to result in significant site alteration or disturbance of natural vegetation.

Minimum Distance Separation

No livestock facilities, aggregate extraction operations, or landfills were identified within the applicable screening areas surrounding the subject property.

Natural Hazards

During the pre-development consultation process MVCA noted that the slope of the shoreline meets the criteria of an erosion hazard under Ministry of Natural Resources guidelines and have indicated that a slope stability assessment will most likely be required.

The applicant requested for the slope stability assessment to be completed as a condition of the minor variance application. Both County planning staff and MVCA planning staff did not object to that request.

The applicant is required to maintain all vegetation along all slopes to ensure that the slope remains stable. Removal of vegetation along slopes can result in an erosion hazard.

Legal Non-Conforming Structures

In accordance with Section 45(2) of the *Planning Act*, the Committee of Adjustment may permit the enlargement or extension of an existing legal non-conforming building or structure, where the use of such building or structure does not conform with the provisions of the Zoning By-law but legally has been in continuous existence before and following the date the By-law was passed. No permission may be given by the Committee to enlarge or extend the building or structure beyond the original limits of the land where the legal non-conforming building or structure is situated.

In considering whether to grant a permission pursuant to Section 45(2), the relevant tests are:

1. Is the application desirable for appropriate development of the subject property?

County planning staff are of the opinion that the application is desirable for the appropriate development of the subject property.

The proposed development will maintain the existing footprint and expand into an area that is already cleared. The consolidation of the two dwellings into one larger dwelling will bring the use of the property in closer conformity to the Township Zoning By-law.

The total proposed footprint of all structures on the subject property is below the maximum lot coverage permitted by the Zoning By-law.

2. Will the application result in undue adverse impacts on the surrounding properties and neighbourhood?

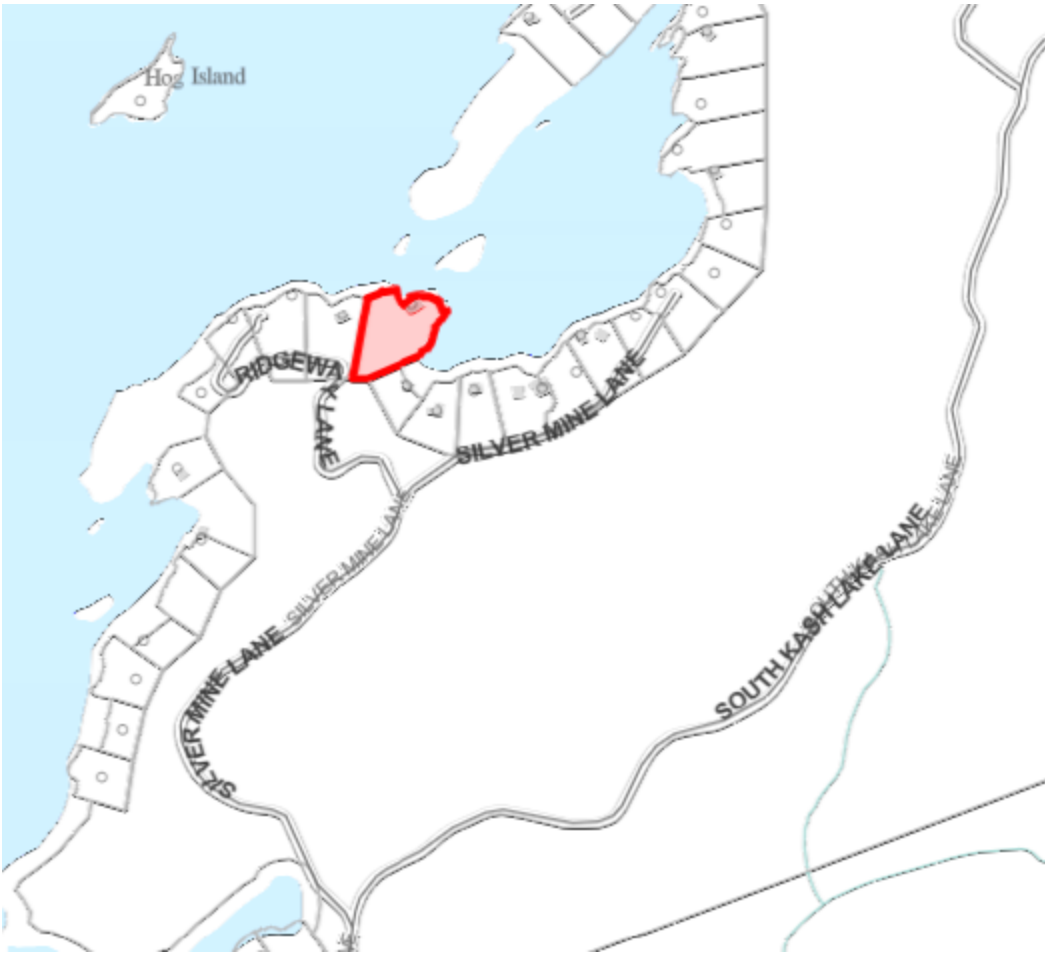
County planning staff are of the opinion that the proposal will not result in any undue adverse impacts on the surrounding properties and neighbourhood or quality of the adjacent waterbody.

The proposed development is screened by the vegetation along the shoreline slope and is not anticipated to have any negative impact on the aesthetic of the Lake's shoreline. The development also conforms to the general aesthetic and massing of other development within the bay that the property is located on.

Recommendation

Subject to any additional comments received prior to, or during, the Committee of Adjustment meeting, it is recommended that the Committee of Adjustment approve application A03/26, as per the plans submitted with the application, and with the recommended conditions attached in Appendix A.

Key Map



Site Plan

Appendix A: Draft Conditions of Approval

Note: Conditions are a decision of the Committee of Adjustment; the conditions below are recommended. The final approved conditions will be included in the signed decision.

Recommended Conditions for Application A03/26 (Strong)

Applicability

1. That the permission granted through application A03/26 is only to:
 - a. Demolish an existing one storey 90 square metre (975 square foot) dwelling located approximately 11 metres (35 feet) from the estimated highwater mark of Kashwakamak Lake.
 - b. Demolish an existing one storey 58 square metre (625 square foot) dwelling located approximately 10 metres (34 feet) from the estimated highwater mark of Kashwakamak Lake.
 - c. Construct a new two storey dwelling in the same location as the two dwellings proposed to be demolished. The dwelling will have a living area footprint that is 170 square metres (1,836 square feet), a covered front entry that is 7.3 square metres (79 square feet), and a deck that is 67.6 square metres (728 square feet). The proposed dwelling will have a total footprint of 245 square metres (2,642 square feet) and be located approximately 10 metres (34 feet) from the estimated highwater mark of Kashwakamak Lake as measured to the edge of the dwelling.
 - d. Install a new Class-4 sewage disposal system within the same location as the existing septic system.
2. This permission does not include a reduction in the required setbacks along the entire width/length and depth of the property or for any future structures.

No Adverse Impacts

3. The owner/applicant shall ensure that there are no adverse impacts on neighbouring properties as a result of the approved proposal, nor shall there be any increased runoff or grade changes to the property as a result of any excavation or downspout orientation.

Slope Stability Assessment

4. Prior to the issuance of the Building Permit the applicant shall complete a slope stability assessment to the satisfaction of the Mississippi Valley Conservation Authority and the Township of North Frontenac.
5. The applicant shall ensure that all conditions and recommendations outline in the slope stability assessment are implemented during construction.

Building Permits

6. A building permit is required for all demolition and construction on the property. There shall be no additional development, or demolition of existing structures, on the property without approval from the Township of North Frontenac.
7. The owner/applicant shall provide to the Building Department a copy of the decision of the Committee of Adjustment, together with a copy of any approved drawings. The drawings submitted with the building permit application must, in the opinion of the Township, conform to the general intent and description of any approved drawings, including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. Additional variances may be required should further zoning deficiencies be identified through the Building Permit application process.

Construction Method

8. Sediment control measures shall be implemented throughout the construction process (mainly the placement of a sediment barrier such as staked straw bales between exposed soil and the lake). The sediment barrier shall remain in place and in good working order until all disturbed areas have been stabilized and re-vegetated.
9. All excavated material and accumulated sediment along sediment control measures shall be disposed of more than 30 metres (98 feet) of the waterbody. Excess soil or fill shall not be placed in any low area and shall not interfere with any seasonal or permanent wetlands or watercourse.
10. Natural drainage patterns on the site shall not be substantially altered such that additional run-off is directed towards the lake, or onto neighboring properties. In order to achieve this, eaves troughing shall be installed on the additions and outlet away from the lake, to a leach pit or well-vegetated area to maximize infiltration.
11. The applicant shall maintain all trees along the slope on the shoreline to ensure slope stability and continued visual buffering.

Appendix B: Relevant Planning Policy

Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications “shall be consistent with” applicable provincial policy.

When assessing consent and minor variance applications on rural lands, planning authorities must comply with Sections 2.5 and 2.6 of the PPS, and apply the relevant policies of the following sections:

- Chapter 3: Infrastructure and Public Service Facilities of the PPS contains policies that direct the development of public and private infrastructure including transportation networks, sewage, water and stormwater services, waste management, and public spaces, recreation, parks, trails, and open spaces.
- Chapter 4: Wise Use and Management of Resources of the PPS contains policies that encourage the protection of natural heritage, water, agricultural land, mineral and aggregate resources, and cultural heritage and archaeological resources for their economic, environmental and social benefits.
- Chapter 5: Protecting Public Health and Safety of the PPS contains policies intended to reduce the potential for public cost or risk to Ontario’s residents from natural or human-made hazards. Conservation Authorities have provincially delegated responsibilities to represent Provincial interests regarding natural hazards under Section 5.2 of the PPS.

The following policies are applicable to this application:

- Permitted uses on rural lands include residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services; (Section 2.6.1.c).
- Development that can be sustained by rural service levels should be promoted (Section 2.6.2).
- Development shall be appropriate to the infrastructure which is planned or available and avoid the need for the uneconomical expansion of this infrastructure (Section 2.6.3).
- Conserving biodiversity and considering the ecological benefits provided by nature (Section 2.5.1.g)
- Supporting healthy, integrated and viable rural areas by building upon rural character and leveraging rural amenities and assets (Section 2.5.1.a).
- Natural features and areas shall be protected for the long term (Section 4.1.1).

- Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage and not create new or aggravate existing hazards (Section 5.1.1).

County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

The following policies are applicable to this application:

- Section 3.3, Rural Lands, provides policies for all lands outside of the settlement areas. The Plan recognizes that rural lands are used as an alternative location for those preferring a rural lifestyle. Low density residential development, as well as rural-related commercial, industrial, recreational and institutional development, is permitted.
- Section 4.2, Servicing, includes policies for the use of private on-site water and sewage services, provided that site conditions are suitable for the long-term provision of such services with no negative impacts.
- Section 7, Environmental Sustainability, sets out policies for environmental sustainability and the protection of the natural heritage system and the ecological functions it provides.

26-NF-MV

March 18, 2026

Tara Mieske
Secretary-Treasurer
Township of North Frontenac
P.O. Box 97
Plevna, Ontario K0H 2M0

Dear Ms. Mieske:

**Re: Minor Variance Application #A03/26
Township of North Frontenac (Barrie)
1052 Ridgeway Lane
STRONG**

Mississippi Valley Conservation Authority (MVCA) has reviewed the above noted application for concerns related to natural hazards for the subject property and surrounding lands. We have reviewed the subject application in the context of the following:

- Section 3.6 Sewage, Water and Stormwater, and Section 5.2 Natural Hazards of the Provincial Planning Statement (PPS, 2024) under Section 3 of the Planning Act;
- The Conservation Authority “Prohibited Activities, Exemptions and Permits” regulation 41/24, Section 28 of the Conservation Authorities Act;
- The Mississippi-Rideau Source Protection Plan (2014, revised 2022)

PROPOSAL

According to the notice, *Section 3.24 (d) permits the renovation, repair or reconstruction of an existing non-complying/non-conforming building or structure provided such renovation, repair or reconstruction does not expand, enlarge or increase the height, size, or volume of the original non-complying building or structure.*

The property is developed with two dwellings. The first dwelling has a footprint of approximately 625 square feet (25' x 25') and is setback 34 feet from the high water mark of Kashwakamak Lake. The second dwelling has a footprint of approximately 972 square feet (27' x 36') with a setback of 35 feet from the high water mark. The two dwellings are connected by a walkway. The total footprint of the two dwellings is approximately 1597 square feet.

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The applicants are proposing to demolish the existing dwellings and construct one 2016 square foot dwelling with two storeys in the same footprint; and a setback of 34 feet from the high water mark of Kashwakamak Lake.

Note: Based on discussions with the municipality, we understand that the waterbody setbacks referenced in the Notice were measured from the wall of the existing and proposed dwellings. The decks are closer to the lake. As estimated by MVCA using the Site Plan, the deck on the first (most eastern) dwelling is roughly 21' from the lake while the deck on the second dwelling is approximately 33'. The proposed deck is approximately 1.5 feet closer with a setback of 19.5' on the most eastern side and 31.5' on the most western side.

PROPERTY CHARACTERISTICS

Based on a review of available GIS mapping and aerial imagery, as well as a site visit, the subject property has frontage on Kashwakamak Lake. High, steep slopes exist along the lakefront as well as the rear of the subject lot.

Natural Hazards Advisory Review

The objective of MVCA's natural hazards review is to ensure that the control of *flooding* and *erosion* are not impacted by development. This includes impacts to wetlands, watercourses, slope stability, and unstable soils. For the subject property, the **slopes** and **lake** are relevant to MVCA's advisory review.

Erosion Hazards

It is provincial policy that: *Development shall generally be directed to areas outside of hazardous lands adjacent to a stream and small inland lake systems which are impacted by flooding and/or erosion hazards. Erosion Hazards* include slopes which have the potential for erosion and/or instability due to their steepness, height i.e. steeper than 3:1 and higher than 3 m. New development should be setback a sufficient distance from these hazards to minimize risks associated with slope instability and erosion. This setback is referred to as the Erosion Hazard Limit (EHL). If new development cannot meet this setback, a Slope Stability Assessment (SSA) is typically recommended to conduct a site-specific analysis.

Based on MVCA's measurements, the identified slopes meet the definition of a potential *Erosion Hazard*, and the proposed development is within an area of potential concern. Therefore, we recommend that a Slope Stability Assessment (SSA) be undertaken to determine if the proposed development can safely proceed without impacting the stability of the waterfront and rear slopes.

Waterbody

MVCA considers both direct and indirect impacts to waterbodies/watercourses, within the context of flooding and erosion. Impacts are not anticipated if minimum waterbody setback requirements (as stipulated by the municipality) are adhered to. However, if the minimum setback is not achieved, as with the subject proposal, we recommend no further encroachment into the setback.

In this case, the proposed dwelling largely maintains the same waterbody setback as the existing, with a minor encroachment of roughly 1.5' for the proposed deck.

MVCA Ontario Regulation 41/24 (Regulatory)

Pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, written permission is required from MVCA prior to any alterations to the shoreline of the lake. We are not aware of any proposed work that requires MVCA permission.

RECOMMENDATIONS & CONCLUSIONS

MVCA has no objections to the subject application provided the recommendations below are adhered to. We note that the proposed deck encroaches into the existing waterbody setback by roughly 1.5'. This is considered minor and is not expected to result in any flooding or erosion impacts.

1. The completion of a Slope Stability Assessment, by a qualified professional, to assess if the proposed development can safely proceed in the slope's current configuration, without compromising slope stability.
2. In accordance with the provisions of the relevant Municipal Zoning By-law, unvegetated sections of the shoreline that are not in compliance with the allowable clearing for water access, shall be planted to a minimum depth of 3 metres (measured from the shoreline towards the rear of the lot) with native plant species. This effort will help to mitigate the effects of erosion on the shoreline.
3. Natural drainage patterns on the site shall not be substantially altered such that additional drainage is directed towards the lake or slopes.
4. Erosion control measures shall be implemented throughout the construction process (mainly the placement of a sediment barrier such as staked straw bales between exposed soil and the lake). The barrier should remain in place until all disturbed areas have been re-vegetated.

NOTES

A review for Species at Risk was not conducted. We suggest contacting the Ministry of the Environment, Conservation and Parks should you require a review in this regard.

The applicant should be advised that, pursuant to ONTARIO REGULATION 41/24, *Prohibited Activities, Exemptions and Permits*, written permission is required from MVCA prior to any alterations to the shoreline of the lake.

We advise consultation with Fisheries and Oceans Canada (DFO) [Projects near water \(dfo-mpo.gc.ca\)](http://dfo-mpo.gc.ca) prior to conducting any work within the lake, to assess potential impacts to fish habitat. Authorization from DFO may be required for such work.

Should any questions arise please do not hesitate to call. Please advise us of the Committee's decision in this matter.

Yours truly,



Diane Reid
Environmental Planner