

The Corporation of the City of Kawartha Lakes
Minutes
Committee of Adjustment Meeting

COA2020-010
Thursday, October 15, 2020
1:00 P.M.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Councillor Emmett Yeo
David Marsh
Andre O'Bumsawin
Sandra Richardson
Lloyd Robertson
Betty Archer
Stephen Strangway

Accessible formats and communication supports are available upon request. The City of Kawartha Lakes is committed to accessibility for persons with disabilities. Please contact AgendaItems@kawarthalakes.ca if you have an accessible accommodation request.

1. Call to Order

Chair Robertson called the meeting to order at 1:00pm. Councillor E. Yeo and Members A. O'Bumsawin, S. Richardson, B. Archer and S. Strangway were in attendance.

Absent: D. Marsh

2. Administrative Business

2.1 Adoption of Agenda

2.1.1 COA2020-10.2.1.1

October 15, 2020

Committee of Adjustment Agenda

CA2020-048

Moved By S. Richardson

Seconded By A. O'Bumsawin

That the agenda for October 15, 2020 meeting be approved.

Carried

2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

2.3 Adoption of Minutes

2.3.1 COA2020-09.2.3.1

September 17, 2020

Committee of Adjustment Minutes

CA2020-049

Moved By B. Archer

Seconded By Councillor Yeo

That the minutes of the previous meeting held September 17, 2020 be adopted as printed.

Carried

3. New Applications

3.1 Minor Variances

3.1.1 COA2020-028

Kent Stainton, Planner II
File Number: D20-2020-024
Location: 64 Iris Drive
Part Lot 25, Concession 3, Lot 13, Plan 241
Geographic Township of Fenelon
Owner: 2126660 Ontario Inc. - Vinti Sansanwal

Mr. Stainton summarized Report COA2020-028, to permit the construction of a detached garage and recognize the location of an exiting septic system pump house.

Public comments in opposition to the application were received from M. Murcott of 52 Iris Drive and A. Foster of 88 Iris Drive. Primary concerns were regarding construction materials associated with the completion of the open building permit and storage of the items within the front yard. The Planning department cannot speak to the open building permit. There were concerns regarding the potential for living space within the storage loft of the garage. Also, an additional structure in the front yard. Through conversations with the owner, there is a desire to complete both building permits at the same time. Materials for the garage will be stored in the garage, used for the construction of the garage or removed from the property. The storage loft is not designed for habitable space and conforms to the height provisions of the Zoning By-law. The owner has no desire to make it a habitable space. Regarding the additional structure in the front yard, the only structure to be identified through the application is the septic pump house. Staff noted to the Committee that they have spoken to both individuals in opposition to the application and are satisfied with the responses.

Staff respectfully recommends that the application be granted approval subject to the conditions identified in the report.

The Committee sought clarification as to the date of the building permit and if the construction of the dwelling was complete. Staff replied the building permit has been open since 2008. As to whether the dwelling is complete, it would have to be deferred to the building division for further information. Upon conducting the site visit, it appears to be constructed from the outside.

The Committee continued to ask what means do we have as the City to see that permits are completed, as this has been 12 years. Staff responded by saying

they believe there is a history associated with this file; however, we would have to defer to the building division for the processes of a building permit.

The Committee asked staff as to the size of the pump house. Staff replied 38 square feet/3.55 Square metres. Committee stated that a permit is not required for a structure under 108 square feet, so why is one required for the pump house. Staff replied that a building permit is not required for the septic system. As the structure meets the definition of a 'structure' within the definition of the Fenelon Zoning By-law, relief is required to acknowledge the location within the front yard.

The Committee questioned staff as to the foundation for the pump house was poured without a permit and whether or not could the pump house be moved now the septic system is installed. Staff replied the concrete pad for the garage was poured without a permit. A septic system permit was issued for the entire system. Whether the pump house could be moved would have to be deferred to the Building Division. However, they are investigating work without permits.

The Committee asked where does the Committee stand if we approve this application and it has to be moved. Staff clarified that during a site visit that the structure meets the side yard setbacks and despite no permit, it complies with the zoning by-law.

The Committee stated that a permit is not required to pour a concrete pad on a lot as it is considered landscaping. Permits are only required when building on a pad. It would be the building division's responsibility to make sure the pad is sufficient to build on and owner to prove it. Staff noted if the concrete pad doesn't meet the building division requirements, the applicant would be required to upgrade by pulling out existing pad and pour in the same place. The Committee asked if there were any concerns from Kawartha Region Conservation Authority. Staff replied no concerns as per comments received from the Conservation Authority.

The applicant, Mr. Sansanwal was present and spoke to the Committee. The delay in closing the building permit was due to a financial situation. He clarified that he had a building permit for the garage and then reapplied to build a new house, garage included. The old permit for the garage expired and wasn't included in the new permit. He continued to say that the concrete pad could be moved if called for as it's just used as a parking pad.

Staff confirmed the pad was poured with electrical panel attached. Upon

speaking with owner; he would like to finish the garage simultaneously with closing the building permit for the dwelling.

The applicant, Mr. Sansanwal stated that he is working with an occupancy permit since 2019.

The Committee suggested adding a condition to make sure the concrete pad is sufficient to build on. Mr. Holy said that the building division would check to see if the pad is sufficient to build on. No need to add a condition, as they will take that into consideration as part of the Building Permit process.

No further questions from the Committee or other persons.

CA2020-050

Moved By A. O'Bumsawin

Seconded By B. Archer

That minor variance application D20-2020-024 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

Conditions:

1. **That** the building construction related to this approval shall proceed substantially in accordance with the sketches in Appendices C - E submitted as part of Report COA2020-028, which shall be attached to and form part of the Committee's Decision;
2. **That** notwithstanding the definition of front yard, the granting of the variance will not be interpreted to permit the placement of any other structure or accessory building between the front wall of the dwelling and the front lot line;
3. **That** within 24 months after the date of the Notice of Decision the owners shall submit to the Secretary-Treasurer photographic evidence confirming that the structure identified on Appendix C to Report COA2020-028 as 'gazebo' has been removed;
4. **That** within 24 months after the date of Notice of Decision the owners shall submit to the Secretary-Treasurer photographic evidence confirming that the eastern edge of the wooden deck identified on Appendix C to Report COA2020-028 attached to the existing single detached dwelling has been modified to reflect a minimum 1.3 metre setback from the eastern side lot line, and;

5. **That** the building construction related to the minor variances shall be completed within a period of twenty-four (24) months after the date of the Notice of Decision, failing which this application shall be deemed to be refused. This condition will be considered fulfilled upon completion of the first Building Inspection.

This approval pertains to the application as described in report COA2020-028. Fulfillment of all conditions is required for the Minor Variances to be considered final and binding.

Carried

3.1.2 COA2020-036

David Harding, Planner II, RPP, MCIP
 File Number: D20-2020-031
 Location: 11 Distillery Street
 Part Lots 14-18 West of Hughes Street, Plan 109
 Former Village of Omemee
 Owner: 2085633 Ontario Limited C/o Nelson Homes
 Applicant: Tom deBoer - TD Consulting Inc.

Mr. Harding summarized Report COA2020-036, to request relief to reduce the minimum exterior side yard setback in order to permit a single detached dwelling.

The applicant, Mr. deBoer was present and spoke to the Committee.

There were no questions from the Committee or other persons.

CA2020-051

Moved By S. Richardson

Seconded By Councillor Yeo

That minor variance application D20-2020-031 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

Conditions:

1. **That** the building construction related to this approval shall proceed substantially in accordance with the sketch in Appendix C submitted as part of Report COA2020-036, which shall be attached to and form part of the Committee's Decision; and

2. **That the building construction related to the minor variance shall be completed within a period of twenty-four (24) months after the date of the Notice of Decision, failing which this application shall be deemed to be refused. This condition will be considered fulfilled upon completion of the first Building Inspection.**

This approval pertains to the application as described in report COA2020-036. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

Carried

3.1.3 COA2020-038

Kent Stainton, Planner II
 File Number: D20-2020-033
 Location: 12 Treewood Lane
 Lot 11, Plan 175
 Geographic Township of Bexley
 Owners: Samuel Thornbury and Sherrie Walker
 Applicant: Brian Hoag

Mr. Stainton summarized Report COA2020-038, to request relief to reduce the minimum exterior side yard setback in order to permit the construction of a new single storey detached dwelling and deck. Mr. Stainton also clarified that the application is for a new two-storey dwelling as both one and two-storey dwellings were mentioned in the report.

Public comments received from Lorraine McRae of 19 Treewood Lane, June Comden of 3 Farmingdale Lane, David and Louise Grandy of Treewood Lane, Vasilije and Gordana Tomic of 11 Treewood Lane and Miroslav Rakita of no fixed address.

Concerns were raised pertaining to potential sale and closure of this end of block M or the unopened road allowance to access Balsam Lake through the application and in future. Also the trimming of the cedar hedges between the access and the lot in question. Whilst the sale and closure of the land is not subject to this application, as of this morning staff can verify that Realty Services has not received any applications to purchase the enclosed road allowance. With respect to hedge trimming, some of the hedges are on publicly owned lands and

some on the subject property. The applicant advises that the owner will be maintaining as much of the hedge as possible for privacy screening. The public that sent in written comments were provided contact information on the respective area of the Roads Department. The maintenance of the access is not a planning matter to be discussed through this forum.

The Committee noted that it is policy for the City of Kawartha Lakes and Council not to sell properties leading to the waterfront. If this were to change it would go to council, is that correct? Staff replied that that is a fair assertion.

The Committee asked staff what the maximum allowance for accessory buildings are and is the septic a holding tank. Staff replied a maximum allowance of 3 accessory structures are permitted according to the Bexley Zoning By-law. Also, the septic is a holding tank.

The Committee finally asked staff if the 24 months was sufficient time to complete conditions and close the file. Staff replied yes.

Due to technical difficulties, at 1:52pm Chair Robertson called for a five minute break until we could engage with the owner, Mr. Thornbury. The Chair called for a motion to table the application at 1:57pm.

CA2020-052

Moved By Councillor Yeo

Seconded By A. O'Bumsawin

That application D20-2020-033 be tabled to enable time to reconnect with the applicant via zoom.

Carried

3.1.4 COA2020-039

David Harding, Planner II, RPP, MCIP

File Number: D20-2020-034

Location: 100 Leslie Frost Lane

Part of Lot 7, Concession 9

Geographic Township of Fenelon

Owner: Patricia Jarvie

Mr. Harding summarized Report COA2020-039, to request relief from the minimum interior side yard setback and minimum lot area requirement of an existing lot of record in order to construct a second storey addition and covered porch.

Since the writing of the report, public comments were received from Colleen and Rodney Cook of 69 Indian Trail, who were concerned with the impact to their property abutting the private right of way portion of Leslie Frost Lane as a result of development.

Staff respectfully recommends that the application be granted approval subject to the conditions identified in the report.

The Committee asked staff if it's the intent of the owner to remain as a vacation dwelling. Staff could not confirm but deferred the question to the applicant.

The Committee noted that the staff report focused examining whether impacts would occur to 98 Leslie Frost Lane, and asked whether there should be analysis about potential impacts to 102 Leslie Frost Lane. Staff replied that impacts to number 102 were not examined as the second storey is complying with the setback requirement on that side.

The applicant, Patricia Jarvie was present and spoke to the Committee and conveyed that she had been in communication with the neighbours and were in full support apart from Mr. and Mrs. Cook of 69 Indian Trail. She stated that the contractor had attended the site and was aware of the proximity of the Cook's fence to the right of way. Any damages to the Cook's property would be corrected by her. The applicant also responded to the question deferred by staff confirming that her primary residence is in Port Perry. Mrs. Jarvie finished by thanking the Committee.

No further questions from the Committee or other persons.

CA2020-053

Moved By S. Strangway

Seconded By A. O'Bumsawin

That minor variance application D20-2020-034 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

Conditions:

1. **That** the building construction related to this approval shall proceed substantially in accordance with the sketch in Appendix C and elevations in Appendix D submitted as part of Report COA2020-039, which shall be attached to and form part of the Committee's Decision; and
2. **That** the building construction related to the minor variances shall be completed within a period of twenty-four (24) months after the date of the Notice of Decision, failing which this application shall be deemed to be refused. This condition will be considered fulfilled upon completion of the first Building Inspection.

This approval pertains to the application as described in report COA2020-039. Fulfillment of all conditions is required for the Minor Variances to be considered final and binding.

Carried

3.2 Consents

4. Deferred Applications

4.1 Minor Variances

4.1.1 COA2020-034

David Harding, Planner II, RPP, MCIP
 File Number: D20-2020-003
 Location: Vacant Lot, Sugar Bush Trail
 Part Lot 26, Concession 10
 Geographic Township of Fenelon
 Owners: Darren and Gillian Wilkinson
 Applicant: Doug Carroll - DC Planning Services

Mr. Harding summarized Report COA2020-034, to permit the construction of a single detached dwelling inclusive of a deck and attached garage.

Mr. Harding gave a brief recap on the previous meeting due to technical difficulties. The purpose for deferring the application was to allow further examination as to whether or not the current proposal, which includes the building and septic footprints, were in the best place they could be in order to

develop this parcel. Based on previous comments from neighbours as well as comments received shortly before meeting had taken place, there was still the outstanding question of whether a better water setback could be achieved. Time was required to review with the KRCA and Building Division –Part 8 Sewage Systems to see if there were alternative locations that made more sense environmentally. The owner/applicant worked with their septic system designer and environmental consultant to assess whether or not the proposed location is the most sensible. While it was determined that there may be the potential to place the sewage system beside the dwelling in order to push the dwelling further from the water, the designer and consultant submitted documentation identifying that it made more ecological sense to keep to the original proposal, as per correspondence in the report.

The Committee asked for confirmation of distances from the closest point of the central room to the shoreline. Staff replied.

The applicant, Mr. Carroll of DC Planning Services was present and spoke to the Committee. He referred to Appendix C and confirmed the setbacks Committee requested. Mr. Carroll agreed with the planner's evaluation of the application and acknowledged the input from the neighbours. He outlined the owner approached another homebuilder after March, which reduced the depth of the building and increased the water setback from what was originally proposed. The original proposal was approved by Kawartha Region Conservation Authority (KRCA) in March and the revised footprint was also accepted by KRCA.

The Chair noted comments received from Mr. Allinson of 27 Sugar Bush Trail: "It would be interesting to know why other similar applications on the same street were denied". The Chair asked staff if they have knowledge of this. Mr. Harding replied that they were not aware of any application for a new dwelling or an addition requesting water setback reliefs within the past 7 years.

In opposition to the application, Mr. Davies of 41 Sugar Bush Trail was present and spoke to the Committee with concerns. He asked the applicant what is the livable space of this dwelling. Mr. Carroll replied 1800 square feet. Mr. Davies asked if that included the walkout basement. Mr. Carroll confirmed 1800 square feet on main floor and 1800 square feet in the basement. Mr. Davies stated that it is in fact 3600 square feet of livable space plus a 1 1/2 car garage and that this is not a minor variance. He went on to say that, the proposed dwelling is too large for the lot. He requested that the size of the built form be reconfigured to fit the lot. Staff responded by saying that the applicant must justify the need for a water setback reduction. Staff explained that the location of the septic system is

dictating the placement of the building footprint. As long as the septic system abuts and runs parallel to the road to maintain maximum distance from the shoreline, the dwelling footprint will require relief from the water setback due to the shape of the lot.

Mr. Carroll spoke to the Committee and stated that the tradition of the Committees' decision in the past is to provide environmental integrity of development.

Mr. Davies reiterated again that the built form could be reduced.

No further questions from the Committee or other persons.

CA2020-054

Moved By Councillor Yeo

Seconded By A. O'Bumsawin

That minor variance application D20-2020-003 be GRANTED, as the application meets the tests for minor variance set out in Section 45(1) of the Planning Act.

Conditions:

1. **That** the construction of the dwelling, decks and stairs related to this approval shall proceed substantially in accordance with the sketch in Appendix C and elevations in Appendix D submitted as part of Report COA2020-034, which shall be attached to and form part of the Committee's Decision,
2. **That** prior to the issuance of a building permit the owners submit to the Secretary-Treasurer written confirmation from the Kawartha Region Conservation Authority that it is satisfied with the proposed shoreline planting plan as recommended by Cunningham Environmental Associates in its Letter of Opinion dated September 10, 2020; and
3. **That** the building construction related to the minor variances shall be completed within a period of twenty-four (24) months after the date of the Notice of Decision, failing which this application shall be deemed to be refused. This condition will be considered fulfilled upon completion of the first Building Inspection.

This approval pertains to the application as described in Report COA2020-034. Fulfillment of all conditions is required for the Minor Variances to be considered final and binding.

Carried

4.1.2 COA2020-031

Kent Stainton, Planner II
File Number: D20-2020-027
Location: 144 Ball Point Road
Part Lot 18, Concession C
Geographic Township of Mariposa
Owner: Gary Cowan
Applicant: Scottie Eisemann - Cottage Life Construction

Mr. Stainton summarized Report COA2020-31, to request relief to reduce the minimum water setback in order to permit the construction of an addition to a one-storey single detached dwelling.

The application was originally scheduled for the September 17, 2020 meeting however; Part 8 Sewage Systems provided planning with a letter indicating that the current septic system cannot accommodate the proposal. A request to defer no more that 4 months was granted until such time that the septic system capacity issues could be resolved. The applicant subsequently modified the size of the septic tank and resubmitted based on resizing the tank. No resizing of the addition or deck were proposed. Part 8 Sewage Systems has no concerns with the revised proposal as long as the tank is upgraded.

Staff respectfully recommends that the application be granted approval subject to the conditions identified in the report.

The Committee asked staff if it is a usual practice to recommend an upgrade on a septic tank and not on the septic bed. Staff replied that the owner undertook an investigation through an environmental engineer, which confirmed that only the tank required upgrading. The Supervisor Anne Elmhirst of Part 8 Sewage Systems reviewed the septic brief and agreed with the findings of the report.

The applicant, Scottie Eisemann of Cottage Life Construction was present and spoke to the Committee. He stated that he employed an environmental engineer, the results being that the septic bed is functioning at full capacity and agreed to upgrade the septic tank to 1000 gallons. Mr. Eisemann continued to say that he has employed a septic company who will be submitting an application for upgrading the tank to 1000 gallons. He also asked staff for clarification as to when the shed should be removed. Staff replied at any time prior to the closing of the building permit.

The owner, Mr. Cowan was present for any questions.

No further questions from the Committee or other persons.

CA2020-055

Moved By B. Archer

Seconded By S. Richardson

That minor variance application D20-2020-027 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

Conditions:

1. **That** the building construction related to this approval shall proceed substantially in accordance with the sketches in Appendices C-E submitted as part of Report COA2020-031, which shall be attached to and form part of the Committee's Decision;
2. **That** within 24 months after the date of the Notice of Decision the owners shall submit to the Secretary-Treasurer photographic evidence confirming that the building identified on Appendix C to Report COA2020-031 as 'small frame shed to be removed' has been removed, and;
3. **That** the building construction related to the minor variance shall be completed within a period of twenty-four (24) months after the date of the Notice of Decision, failing which this application shall be deemed to be refused. This condition will be considered fulfilled upon completion of the first Building Inspection.

This approval pertains to the application as described in report COA2020-031. Fulfillment of all conditions is required for the Minor Variances to be considered final and binding.

Carried

4.1.3 COA2020-041

David Harding, Planner II, RPP, MCIP

File Number: D20-2020-006

Location: 63 North Taylor Road

Lot 16, Plan 224, Part of Lot 54, North of Portage Road

Geographic Township of Eldon

Owners: Ahsan Ullah and Fahmida Nutan

Applicant: Jim Even - C.T. Strongman Survey

Mr. Harding gave a brief recap for the returning application which was deferred at the July 16, 2020 meeting due to comments received from the Supervisor of Part 8 Sewage Systems. Further investigation by that department was required before the application could proceed.

Mr. Harding summarized Report COA2020-041, to seek relief to reduce the minimum front yard setback to permit the construction of a new single detached dwelling and respectively for a covered porch on the single detached dwelling.

Since the writing of the report, comments were received from the owner and additional comments from Mr. Riches of 65 North Taylor Road. Concerns related to the building permit component of the sewage system approval process. These concerns have no impact on the variance, and the building division provided comment to that affect.

Opposed to the application, Mr. Riches of 65 North Taylor Road was present and addressed the Committee. His concerns were with the septic system being over 50 years old, whether there is sufficient capacity in it for the new build, and clarification on whether the sewage system is a septic bed or a holding tank. He was concerned over who is responsible should the owner sell and something goes wrong with the sewage system. Staff replied that it is a holding tank. The building permit is still open and any remedial work required can still be done before the permit is closed. If something happened after the permit is closed, it would be on a reactionary basis. Mr. Riches asked when should someone put forward concerns when a new home is being built with an old septic system. Staff replied that he could not speak on behalf of the Building Division but you can send concerns in at any point of time. Staff noted that Anne Elmhirst, Supervisor of Part 8 Sewage Systems would reach out to Mr. Riches to go over his questions in detail.

Mr. Holy, Manager of Planning spoke through the Chair to Mr. Riches and stated that when an application is received through the Building Division for larger dwellings, one of the items they look for is inadequacies in the septic system and whether or not it requires upgrading.

The Committee asked staff why there was no completion date in the conditions or is it because it is finished? Staff confirmed, yes, it is finished.

No further questions from the Committee or other persons.

CA2020-056

Moved By A. O'Bumsawin

Seconded By S. Strangway

That minor variance application D20-2020-006 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

Conditions:

- 1. That** the building construction related to this approval shall proceed substantially in accordance with the sketch in Appendix C submitted as part of Report COA2020-041, which shall be attached to and form part of the Committee's Decision; and
- 2. That** prior to proceeding with the building permit process the owners shall apply for a deeming by-law to ensure Lot 16 of Plan 224 consolidate with Part of Lot 54, North of Portage Road in order to comply with the reduced lot area of 895 square metres granted by the Committee in application D20-17-046, and the by-law be in effect.

This approval pertains to the application as described in report COA2020-041. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

Carried

4.1.4 D20-2020-010 Memorandum

David Harding, Planner II, RPP, MCIP
 File Number: D20-2020-010
 Location: 87 Marsh Creek Road
 Part Lot 22, Concession C
 Geographic Township of Mariposa
 Owner: Heather Curtis
 Applicant: Doug Norton - Measurite

Mr. Harding spoke briefly to the previous deferral of this application at the July 16, 2020 meeting. The owner changed applicants and also wanted to make alterations to the design. As a result of the change, staff worked hard with the applicant and owner in September to get everything in to meet the deadline. Unfortunately, it did not happen. Staff now have all the documentation submitted to revise the application.

Staff respectfully request a deferral no later than the November 26, 2020 meeting.

The applicant, Doug Norton was present and spoke to the Committee as well as thanked staff.

No questions from the Committee or other persons.

CA2020-057

Moved By Councillor Yeo

Seconded By S. Strangway

That the Minor Variance Application D20-2020-010 be further deferred, returning at the latest to the November 26, 2020 meeting.

Carried

3.1.3 COA2020-038

At 3:04pm Chair Robertson called for a motion to lift from the table application file D20-2020-033.

CA2020-058**Moved By** Councillor Yeo**Seconded By** S. Richardson

That application D20-2020-033 be lifted from the table.

Carried

Discussions ensued.

Committee noted that the right-of-way is maintained and that there is a motion of Council that right-of-ways leading to water will not be sold.

A zoom connection to the applicant could not be made. Staff will reach out to the applicant after the meeting. The Committee had gathered enough information to make a motion to the application.

No further questions from the Committee or other persons.

CA2020-059**Moved By** S. Strangway**Seconded By** B. Archer

That minor variance application D20-2020-033 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

Conditions:

1. **That** the building construction related to this approval shall proceed substantially in accordance with the sketches in Appendices C & D submitted as part of Report COA2020-038, which shall be attached to and form part of the Committee's Decision;
2. **That** prior to proceeding with the building permit process, the owner shall apply for a deeming by-law to ensure that the Federal Crown Land known as Part 1 of 57R-10663, Plan 175 will consolidate with the subject lands known as Lot 11, Plan 175, 12 Treewood Lane, and the by-law be in effect;
3. **That** the building construction related to the minor variances shall be completed within a period of twenty-four (24) months after the date of the Notice of Decision, failing which this application shall be deemed to be refused. This condition will be considered fulfilled upon completion of the first Building Inspection.

This approval pertains to the application as described in report COA2020-038. Fulfillment of all conditions is required for the Minor Variances to be considered final and binding.

Carried

4.2 Consents

5. Other Business

The Committee asked Mr. Holy, Manager of Planning, at what point will we be able to accept electronic signatures for people who have to travel long distances or reply on mail to get a hard copy written signature to Planning. Is it in the Planning Act that prohibits this or a City policy? Mr. Holy replied that it is a City policy. With respect to commissioning, typically they are commissioned live.

Mr. Holy spoke to the protocols of receiving applications during the pandemic. We have encountered a few glitches. Originally, everything was directed to City Hall, however had a few couriers come to 180 Kent Street. We were not at that point prepared to accept applications but we are now. Applicants/owners are required to contact the office in advance and we will go down to the back door and accept applications. We have been doing this for a few weeks now.

The Chair thanked Mr. Holy and staff for an excellent job under these circumstances.

The Chair stated that he would be absent for the November 5, 2020 meeting and that Vice Chair D. Marsh will take the Chair.

Mr. Holy noted that the next meeting will be small, around 5 applications due to processes and the November 26, 2020 meeting will be large around, 10-12 applications, which will flatten the backlog.

6. Correspondence

7. Next Meeting

The next meeting will be Thursday, November 5, 2020 at 1:00pm in Council Chambers, City Hall.

8. Adjournment

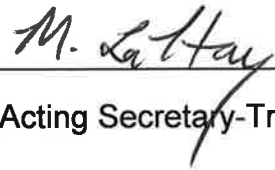
CA2020-060

Moved By A. O'Bumsawin

Seconded By Councillor Yeo

That the meeting be adjourned at 3:11pm

Carried

A handwritten signature in cursive script, reading "M. LaHay", is written over a horizontal line.

Mark LaHay, Acting Secretary-Treasurer