

# **The Corporation of the City of Kawartha Lakes**

## **Minutes**

### **Committee of Adjustment Meeting**

**COA2025-03**  
**Thursday, February 27, 2025**  
**1:00 P.M.**  
**Council Chambers**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**  
**Councillor Emmett Yeo**  
**Betty Archer**  
**Gerald Erickson**  
**Eric Finn**  
**Sandra Richardson**  
**Lloyd Robertson**  
**Stephen Strangway**

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**To see the full proceedings of the public meeting, go to the City of Kawartha Lakes YouTube Channel**

## 1. **Call to Order**

Chair Robertson called the meeting to order at 1:25pm, which was delayed due to technical difficulties with live streaming and electronic participation.

Chair Robertson, Members S. Strangway, S. Richardson, G. Erickson and E. Finn attended in person.

Staff, L. Barrie, Director of Development Services, K. Evans, Acting Development Supervisor, A. Shahid, Planner II, M. McKinnon, Supervisor of Plans Review and Inspections, M. LaHay, Secretary-Treasurer and C. Crockford, Recording Secretary attended in person.

Absent, Councillor Yeo and Member Archer.

## 2. **Administrative Business**

### 2.1 Adoption of Agenda

February 27, 2025

Committee of Adjustment Agenda

The Chair amended the agenda to bring forward Section 3.1.6 Report COA2025-018, 42 Pavillion Road, Verulam to be heard first and moved Sections 3.1.8 Report COA2025-020, 254 Port Hoover Road, Mariposa and 3.1.9 Report COA2025-021, 4 Cadillac Boulevard, Emily, to be heard after Section 3.1.11, to allow time to rectify electronic difficulties and permit the applicants to attend via zoom.

#### **CA2025-036**

**Moved By** S. Strangway

**Seconded By** S. Richardson

**That** the agenda for February 27, 2025 be approved as amended.

**Carried**

### 2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

### 2.3 Adoption of Minutes

January 30, 2025  
Committee of Adjustment Minutes

**CA2025-037**

**Moved By** E. Finn

**Seconded By** G. Erickson

**That** the minutes of the previous meeting held January 30, 2025 be adopted as printed.

**Carried**

**3. New Applications**

**3.1 Minor Variances**

**3.1.6 COA2025-018**

Ahmad Shahid, Planner II

File Number: D20-2025-005

Location: 42 Pavillion Road

Part Lot 10, Concession 2 (being Part of Lots 89 and 90, Plan 128)

Geographic Township of Verulam

Owners: Lorenzo and Maria D'Alessandro

Applicant: Lorenzo D'Alessandro

Mr. Shahid brought to the attention of the Committee that in light of recent information received before the meeting that he suggested the application be deferred in order for the applicant to provide staff with a Surveyor's Real Property Report. A survey is requested from staff in order to clarify lot boundaries, specifically the west side lot line of the subject property, and its relation to the existing buildings and structures on the property. The applicants' submitted sketch will be compared with the survey to ensure its accuracy. Mr. Shahid suggested the application be deferred to a hearing no later than three (3) months from today's hearing.

The applicant, Mr. D'Alessandro was present and was opposed to the deferral. He also noted that a surveyor was at his property this morning not at his request.

Mr. Shahid apologized to the applicant and Committee for the late deferral and followed up by indicating that upon review there were discrepancies noted between the sketch advertised and the survey provided by the applicant.

The Committee referred to the deferral and asked if it was connected to the surveyors visit to the property this morning and what additional information would the surveyor provide. Mr. Shahid stated that the surveyors visit to the property was nothing to do with staff or the City. Mr. Shahid stated he was not comfortable proceeding today as the sketch may potentially show inaccurate setbacks.

The Committee asked Mr. Shahid if it is in the applicant's best interest to defer this application. Mr. Shahid replied yes.

The Committee asked if the applicant would incur deferral fees. Mr. Shahid replied that there would be no deferral fees.

The Committee suggested that the application be deferred to the following hearing in March. Mr. Shahid suggested to remain with three (3) months, and if a resolution is completed earlier then the application would be heard accordingly.

The Committee motioned to defer the application until the March 27, 2025 meeting.

There were no further questions from the Committee or other persons.

#### **CA2025-038**

**Moved By** S. Strangway

**Seconded By** S. Richardson

**That** application D20-2025-005 be deferred for a period of one (1) month, returning at the latest to the March 27, 2025 meeting. This will allow the applicant such time as to provide staff with a Surveyor's Real Property Report ("survey"). A survey is needed to confirm lot boundaries, and identify precise measurement between lot boundaries and all existing buildings and structures.

**Carried**

#### 3.1.1 COA2025-013

Katherine Evans, Acting Development Supervisor

File Number: D20-2025-001

Location: 1 Macal Drive (Subject Site: 5 Homewood Avenue)

East Part Lot 1, Concession 3 (being Part 1 on Reference Plan 57R679)

Geographic Township of Fenelon

Owners: Yukon Prop Co. LP c/o Jeffrey Somerville  
 Applicant: Jim Wilson

Ms. Evans summarized Report COA2025-013. The purpose and effect is to facilitate the construction of an attached garage. Relief sought: Section 14.2.1.5 e) of the Zoning By-law requires a minimum interior side yard setback of 3 metres on one side and 1.2 metres on the other side; the proposed setback is 0.9 metres.

Agency comments were received from the Ministry of Transportation stating the subject lands are within MTO's permit control area, therefore, any approvals or permits identified by the Ministry as being required need to be received prior to the construction and/or alteration of any buildings and/or structures and prior to the issuance of any municipal building permits or approvals as per Section 8. (2) (a) of the Building Code Act.

There were no questions from the Committee or other persons.

#### **CA2025-039**

**Moved By** S. Strangway

**Seconded By** E. Finn

**That** minor variance application D20-2025-001 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

#### **Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C submitted as part of Report COA2025-013, which shall be attached to and form part of the Committee's Decision; and,
2. **That** 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 COA2025-013. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried**

### 3.1.2 COA2025-014

Katherine Evans, Acting Development Supervisor  
File Number: D20-2025-002  
Location: 55 Hazel Street  
Part Lot 10, Concession 2 (being lots 89 and 90 on Plan 128)  
Geographic Township of Verulam  
Owner/Applicant: Doris Kelly Ewing

Ms. Evans summarized Report COA2025-014. The purpose and effect is recognize an existing gazebo. Relief sought: Section 8.2 j) of the Zoning By-law permits a maximum lot coverage of 33% of the lot area; the existing lot coverage is 35%; and, Section 5.1.4 b) of the Zoning By-law requires a minimum rear yard setback for accessory structures of 1.2 metres; the existing setback is 0.1 metres.

Ms. Evans gave a brief summary of the public concerns received from the neighbouring property, 42 Pavilion Road, regarding setbacks and impacts to privacy, which were provided to the Committee. Ms. Evans stated that the platform for the gazebo is classed as landscaping due to the height and does not require a setback. The applicant is seeking relief for the gazebo. Ms. Evans indicated that the fence attached to the platform is entirely contained on 55 Hazel Street. The fabric curtain attached to the gazebo is for privacy purposes between 55 Hazel Street and neighbouring property. The curtain has been secured to the gazebo to prevent it blowing over to the neighbour's property.

The applicant, Ms. Ewing was present in person and available for questions. Ms. Ewing made the Committee aware that she owned the fence that is built within the subject property and not on the lot line.

In opposition to the application, Mr. D'Alessandro spoke to concerns, which were previously provided to the Committee disputing the definition of the platform classed as landscaping and hazards pertaining to the gazebo.

The Committee asked Mr. Lorenzo if the gazebo roof affects his sight lines. Mr. Lorenzo responded.

The Chair asked Ms. Evans if she had any response to comments made. Ms. Evans had no further comments.

Committee motioned to approve the application as recommended by staff.

Mover: E. Finn

Seconder: L. Robertson

The applicant, Ms. Ewing is of the opinion that she is being compliant. The complaint referred to the setback from the fence, which is contained on her property, and not from the lot line. Ms. Evans clarified Ms. Ewing's comments as to the gazebo being placed on the flattest portion of the property and explained that with the retaining wall, there are limitations as to how far the gazebo could be moved.

In opposition to the application, Ms. D'Alessandro was present in person and spoke to her concerns with the minor variance and that she had filed complaints with the Building Division and Municipal Law Enforcement.

The Chair asked Ms. Evans if she would like to respond. Ms. Evans indicated that when a complaint has been filed through the Municipal Law Enforcement Office and or Building Division, when appropriate the next step is to apply for a minor variance for non-compliance to be brought to the Committee of Adjustment for a decision.

The Committee asked staff, in order to rectify the concern, apart from expense, would there be an issue to build a new retaining wall closer to the house that would meet the Zoning By-laws. Ms. Evans responded that the owner would need a Site Alteration Permit to change the grade of their property and to see how it would affect neighbouring properties. Ms. Evans was of the opinion that the minor variance meets the four tests.

The Chair asked members who were in favour and opposed.

For: E. Finn, L. Robertson

Opposed: S. Strangway, S. Richardson and G. Erickson

Motion Failed.

Committee discussed the possibility of building a new retaining wall and move the deck and gazebo a metre away from the fence.

A new motion was proposed to defer the application to allow the owner time to inquire as to what is involved to move the retaining wall/gazebo and costs. The Committee discussed a time line of two (2) months.

There were no further questions from the Committee or other persons.

**CA2025-040****Moved By** S. Strangway**Seconded By** S. Richardson

**That** Application D20-2025-002 be deferred for a period of not more than two (2) months, returning at the latest to the April 24, 2025 meeting. The Committee has deferred the application as they have requested details on the work required and cost of relocating the gazebo further from the rear lot line.

**Carried**

The Chair called for a break at 2:14pm to allow the staff time to connect to live streaming. The Meeting was called back to order at 2:25pm.

**3.1.3 COA2025-015**

Katherine Evans, Acting Development Supervisor

File Number: D20-2022-057

Location: 1023 Little Britain Road

Part Lot 6, Plan 79

Geographic Township of Mariposa

Owner: Raymond and Ruby Zinsmeister

Applicant: Raymond Zinsmeister

Ms. Evans summarized Report COA2025-015. The purpose and effect is to recognize an existing detached garage for the purposes of obtaining a building permit. Relief sought: Section 3.1.2.2 of the By-law requires a minimum rear yard setback for accessory structures of 2 metres; the existing setbacks are 1.7 metres from the northwest corner and 1.6 metres from the northeast corner; Section 3.1.2.2 of the Zoning By-law requires a minimum side yard setback for accessory structures of 2 metres; the existing setback is 1.8 metres from the southeast corner; Section 3.1.3.1 a) of the Zoning By-law permits a maximum lot coverage for accessory structures of 10% of the lot area to a maximum of 100 square metres; the coverage is 12% and 158 square metres; Section 3.1.3.2 of the Zoning By-law permits a maximum height of 5 metres; the height is 5.2 metres; and, Section 3.1.3.3 of the Zoning By-law governs the number of accessory structures, and permits a maximum of 2 accessory structures; 3 accessory structures exist on the property.

There were no questions from the Committee or other persons.

**CA2025-041**

**Moved By** S. Strangway

**Seconded By** G. Erickson

**That** minor variance application D20-2022-057 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

**Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C and the drawings in Appendix D submitted as part of Report COA2025-015, which shall be attached to and form part of the Committee's Decision;
2. **That** 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 COA2025-015. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried**

3.1.4 COA2025-016

Ahmad Shahid, Planner II

File Number: D20-2025-003

Location: 3706 Monck Road

Part Lot 75 Part Road Allowance, Concession Front Range (being Part 4, RP 57R-10330)

Geographic Township of Somerville

Owners/Applicants: Phil and Maria Dobbs

Before proceeding with the presentation, Mr. Shahid drew the Committees attention to the memo provided to the members, which indicated that during the preparation of the report, the Supervisor of Plans Review and Inspections stated

that a number of structures would require a building permit. Since the writing of the report, the Building Division confirmed that the building permits are not required for these existing structures. Relief is limited now to the proposed screen porch. Mr. Shahid turned it over to the Committee to determine if the application should proceed today. Committee agreed to proceed.

Mr. Shahid summarized Report COA2025-016. The purpose and effect is to facilitate the construction of a screened-in porch on an existing deck. Relief sought: Section 4.2.f. of the Zoning By-law requires a minimum 15 metre water setback; the water setback remains unchanged at 8.68 metres from the proposed screened-in porch.

After the writing of the report, comments were received from the Supervisor of Plans Review and Inspection, stating no comments. The Supervisor of Part 8 Sewage Systems stated no issue with the minor variance as it relates to private on site sewage system disposal.

There were no questions from the Committee or other persons.

#### **CA2025-042**

**Moved By** E. Finn

**Seconded By** G. Erickson

**That** minor variance application D20-2025-003 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

#### **Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C submitted as part of Report COA2025-016, which shall be attached to and form part of the Committee's Decision; and,
2. **That** 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 COA2025-016. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried**

## 3.1.5 COA2025-017

Katherine Evans, Acting Development Supervisor

File Number: D20-2025-004

Location: 23 Fair Avenue

Part Lot 13, Plan 75

Former Town of Lindsay

Owners: Colleen and Arthur Bell

Applicant: Josh Mainguy

Ms. Evans summarized Report COA2025-017. The purpose and effect is to facilitate the construction of a new front porch. Relief sought: Section 7.2 c) of the Zoning By-law requires a minimum front yard setback of 7.5 metres; the proposed setback is 4.4 metres.

There were no questions from the Committee or other persons.

**CA2025-043**

**Moved By** S. Richardson

**Seconded By** S. Strangway

**That** minor variance application D20-2025-004 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

**Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C submitted as part of Report COA2025-017, which shall be attached to and form part of the Committee's Decision; and,
2. **That** 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 COA2025-017. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried****3.1.7 COA2025-019**

Ahmad Shahid, Planner II

File Number: D20-2025-006

Location: Cockburn Street

Lot 35, Plan 30

Geographic Township of Laxton

Owner/Applicant: Larry B. Carpentier

Mr. Shahid summarized Report COA2025-019. The purpose and effect is to recognize an existing dwelling on the property, as well as construct an attached covered porch. Relief sought: Section 4.2.j. of the Zoning By-law requires a minimum 58 square metre dwelling unit floor area; the existing floor area of the dwelling is 22.84 square metres.

Comments received after the writing of the report from the Ministry of Transportation stating the subject lands are within the permit control area and that any approval and permits must be applied for. Mr. Shahid has submitted a Land Development Review for this application.

Mr. Carpentier was present in person and available for questions.

There were no questions from the Committee or other persons.

**CA2025-044****Moved By** S. Richardson**Seconded By** E. Finn

**That** minor variance application D20-2025-006 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

**Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C submitted as part of Report COA2025-019, which shall be attached to and form part of the Committee's Decision; and,

2. **That** 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 COA2025-019. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried**

### 3.1.10 COA2025-022

Katherine Evans, Acting Development Supervisor  
 File Number: D20-2025-009  
 Location: 1027 Highway 7  
 South Part Lot 17, Concession 9 (being Part 2 on Reference Plan 57R3878)  
 Geographic Township of Mariposa  
 Owners: Megan and Daniel Golde  
 Applicant: Megan Golde

Ms. Evans summarized Report COA2025-022. The purpose and effect is to facilitate demolition of a portion of the detached garage and the construction of a new larger addition onto the detached garage. The garage (circa 1975) holds a legal non-conforming status whereby residential uses and uses accessory to residential uses predate the Zoning By-law adopted in 1994, that zones the lot Highway Commercial Exception Four (C2-4) Zone, and Section 17.1 does not otherwise permit a single detached dwelling or buildings and structures accessory to a single detached dwelling.

Ms. Evans had submitted a Land Development Review with the Ministry of Transportation and advised the Building and Septic Division that she is waiting on comments to confirm if a permit is required.

The Committee asked staff for clarification as to comments written on Appendix C. Ms. Evans responded.

The applicant, Megan Golde was present in person and available for questions.

There were no further questions from the Committee or other persons.

**CA2025-045**

**Moved By** S. Strangway

**Seconded By** G. Erickson

**That** permission application D20-2025-009 be GRANTED, as the application satisfies Section 45(2) of the Planning Act.

**Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C and the drawings in Appendix D submitted as part of Report COA2025-022, which shall be attached to and form part of the Committee's Decision; and,
2. **That** building construction related to the permission application 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 minor variance application as described in report COA2025-022. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried**

3.1.11 COA2025-023

Ahmad Shahid, Planner II

File Number: Minor Variance D20-2025-010 and Consent D03-2025-008

Location: 48 Prince Street East

Part Lot 9 West of Anne Street, Plan 70

Former Village of Bobcaygeon

Owner: Nick Holmes

Applicant: TD Consulting Inc.

Mr. Shahid summarized Report COA2025-023. The purpose and effect is facilitate the severance of the property to create one (1) new residential building

lot and retain a lot containing an existing single-detached dwelling. The proposed severed lot is to contain a future single detached dwelling. Relief sought: Section 5.2.b. of the Zoning By-law which requires a minimum 15 metre lot frontage for a lot serviced by municipal water and sanitary sewers; the proposed lot frontage of the severed lot is 13.67 metres.

The applicant, Nick Fegan of TD Consulting Inc. was present and available for questions.

There were no questions of the Committee or other persons.

#### **CA2025-046**

**Moved By** S. Richardson

**Seconded By** S. Strangway

**That** minor variance application D20-2025-010 be **GRANTED**, as the application meets the tests set out in Section 45(1) of the Planning Act.

#### **Conditions**

1. **That** development related to this approval shall proceed generally in accordance with the sketch in Appendix D submitted as part of Report COA2025-023, which shall be attached to and form part of the Committee's Decision;
2. **That** the two (2) sheds located on the proposed severed lot identified in Appendix D be removed within a period of six (6) months after the date of the Notice of Decision. This condition will be considered fulfilled upon the owner providing photographic evidence to the Planning Administration (planningadmin@kawarthalakes.ca) and including the Secretary-Treasurer that the sheds have been removed; and,
3. **That** development 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 approval pertains to the minor variance application as described in report COA2025-023. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**That** consent application **D03-2025-008** be **GRANTED**, as the application represents good planning, and is in accordance with Section 53(1) of the Planning Act.

Note: The owner shall pay all costs associated with the registration of the required documents.

This approval pertains to the consent application as described in report COA2025-023. Fulfillment of all conditions is required for the consent to be completed.

**Conditions of provisional consent for File No. D03-2025-008**

1. Submit to the Planning Administration ([planningadmin@kawarthalakes.ca](mailto:planningadmin@kawarthalakes.ca)) and including the Secretary-Treasurer one copy of the preliminary reference plan of survey of the lot to be severed for review and endorsement and the subsequent registered reference plan of survey; or, alternatively, the applicant's solicitor or an Ontario Land Surveyor shall provide a legal description that can be tendered for registration and meets the intent of the consent as applied for.
2. That the minor variance (D20-2025-010) be in force and in effect.
3. The owner shall apply for and pay the prescribed fee to obtain an Entrance Review Approval Letter for all existing and proposed entrances and submit it to the Secretary-Treasurer as written confirmation from the Public Works Roads Division that the entrance(s) comply with By-Law 2017-151 or that an entrance compliant with the same would be possible if one does not currently exist. Entrance applications can be completed and submitted through Permit Central from the following page on the City's website: <https://www.kawarthalakes.ca/en/living-here/entrance-permits.aspx>
4. Submit to the Secretary-Treasurer payment of all past due taxes and charges added to the tax roll, if any, at such time as the deeds are stamped.
5. Payment to the City of Kawartha Lakes of the stamping fee prevailing at the time the deeds are stamped, for the review and clearance of these conditions. The current fee is \$500.00. Payment shall be by certified cheque, money order, or from a lawyers trust account.
6. Payment of the cash-in-lieu of the dedication of parkland, equal to 5% of the appraised value of the land to be severed, as determined by an experienced and qualified land appraiser (CRA or AACI) as of the day before the day the provisional consent was given. The appraisal report shall accompany the cash-in-lieu payment. The City is not required to

accept the appraisal report and reserves the right to peer-review the appraisal report and negotiate the cash-in-lieu payment. Payment shall be made by certified cheque, money order, or from a lawyers trust account.

7. Submit to the Secretary-Treasurer a deed in triplicate for endorsement with the certificate of consent which deed shall contain a registerable description of the parcel of land described in the decision.
8. The owner's solicitor shall provide a written undertaking to the Secretary-Treasurer confirming, pursuant to Subsection 53(43) of the Planning Act, that the deed in respect of this transaction shall be registered in the proper land registry office within six months from the date that the Secretary-Treasurer's certificate is stamped on the deed, failing which the consent shall lapse.
9. The owner's solicitor shall also undertake to provide a copy of the registered Transfer to the Secretary-Treasurer as conclusive evidence of the fulfillment of the above-noted undertaking.
10. All of these conditions shall be fulfilled within a period of two years after the giving of the Notice of Decision, failing which, pursuant to Subsection 53(41) of the Planning Act, this consent shall be deemed to be refused.

**Carried**

### 3.1.8 COA2025-020

Ahmad Shahid, Planner II  
 File Number: D20-2025-007  
 Location: 254 Port Hoover Road  
 Part Lots 12 and 13, Concession A, Part Road Allowance  
 Geographic Township of Mariposa  
 Owners/Applicants: Ryan Kane

Mr. Shahid summarized Report COA2025-020. The purpose and effect is to facilitate the construction of a new single detached dwelling with basement walkout, deck, and attached garage. All existing structures are to be removed. Relief sought: Section 8.2.1.3.a. of the Zoning By-law, which requires a minimum 30 metre front yard setback; the proposed front yard setback is 10.36 metres.

Agency comments received after the writing of the report from Kawartha Conservation stated no concerns with the minor variance and that a permit is not required. The Supervisor of Part 8 Sewage Systems stated no issue with the minor variance as it relates to on site sewage disposal.

There were no questions from the Committee or other persons.

**CA2025-047**

**Moved By** E. Finn

**Seconded By** G. Erickson

**That** minor variance application D20-2025-007 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

**Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C submitted as part of Report COA2025-020, which shall be attached to and form part of the Committee's Decision; and,
2. **That** 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 COA2025-020. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried**

3.1.9 COA2025-021

Katherine Evans, Acting Development Supervisor

File Number: D20-2025-008

Location: 4 Cadillac Boulevard

Part Lot 22, Concession 5 (being Block 1 on Plan 450, less Part 1 on Reference Plan 57R893)

Geographic Township of Emily

Owners: Tina and Ronald Russell

Applicant: Tina Russell

Ms. Evans summarized Report COA2025-021. The purpose and effect is to recognize an existing shed for the purpose of obtaining a building permit. Relief sought: Section 3.1.2.1 of the Zoning By-law permits accessory structures to be located in the interior side or rear yard; the shed is located in the front yard.

Agency comments were received after the writing of the report from Otonabee Conservation stating no concerns with the minor variance and that a permit is not required.

Mr. Russell was present via electronic participation and available for questions.

There were no questions from the Committee or other persons.

#### **CA2025-048**

**Moved By** S. Richardson

**Seconded By** G. Erickson

**That** minor variance application D20-2025-008 be GRANTED, as the application meets the tests set out in Section 45(1) of the Planning Act.

#### **Conditions**

1. **That** building construction related to this approval shall proceed generally in accordance with the sketch in Appendix C submitted as part of Report COA2025-008, which shall be attached to and form part of the Committee's Decision; and,
2. **That** 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 COA2025-021. Fulfillment of all conditions is required for the Minor Variance to be considered final and binding.

**Carried**

### 3.2 Consents

**4. Deferred Applications**

4.1 Minor Variances

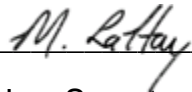
4.2 Consents

**5. Other Business**

Ms. Barrie addressed the technical issues experienced leading up to and during the meeting. Ms. Barrie thanked City staff who contributed to ensure the meeting continued.

**6. Correspondence****7. Next Meeting**

The next meeting will be Thursday, March 27th at 1:00pm in Council Chambers, City Hall.

**8. Adjournment****CA2025-049****Moved By:** S. Richardson**Seconded By:** E. Finn**That** the meeting be adjourned at 3:04pm.A handwritten signature in dark ink, appearing to read "M. LaHay", is written over a horizontal line.

Mark LaHay, Secretary-Treasurer