



COMMITTEE OF ADJUSTMENT MINUTES

Date: March 25, 2025, 1:00 p.m.
Location: Lansdowne Council Chambers

Members Present: Jim Kehoe
Bruce Craig
Katherine Graham
Todd Robertson

Members Absent: Paul Veenstra

Staff Present: Planner Kyle Peel
Senior Planner Lindsay Lambert
Secretary-Treasurer Amanda Werner-Mackeler

1. Call to Order

The meeting was called to order at 1 pm.

2. Adoption of Agenda

Resolution Number: COA-2025-017

Moved by: Katherine Graham

Seconded by: Todd Robertson

THAT the Agenda be adopted as circulated.

Carried

3. Adoption of Minutes

3.1 February 25, 2025 Hearing Minutes

Resolution Number: COA-2025-018

Moved by: Bruce Craig

Seconded by: Todd Robertson

That the minutes of the February 25, 2025 hearing of the Committee of Adjustment be adopted as circulated.

Carried

4. Declaration of Pecuniary Interest and the General Nature Thereof

No pecuniary or other interest was declared.

5. Outstanding Applications

None.

6. New Applications

6.1 D13-2025-007 - 21 Vanston Road

The application was introduced to permit the construction of an accessory structure (pergola). The following variances from Zoning By-Law 07-079 are required:

Section	Provision	Proposed Structures	Relief Requested
3.32(b)	Minimum setback required from a waterbody shall be 30m (98.43 ft)	Pergola: 0 metres (0 feet)	Pergola: 30 metres (98.43 feet)
5.5(b)	Minimum front yard setback of the RS zone shall be 30m (98.43 ft)	Pergola: 0 metres(0 feet)	Pergola: 30 metres (98.43 feet)

Written Agency Comments:

Cataraqui Region Conservation Authority - No objections.

Written Public Comments:

Ian Stewart, neighbour, no objections.

Written Staff Comments:

Planner, Kyle Peel - Recommended approval, subject to conditions.

Verbal Correspondence:

Colin Clark, owner, appeared before the Committee.

Planner Kyle Peel reviewed the proposal noting that the application is for a variance for a gazebo structure on a detached deck by the water. Typically, a 30 meter setback from the high water mark is required, but the Official Plan has provisions to allow for minor uncovered detached structure such as a gazebo to be placed within 30 metres provided the use does not create negative impacts.

The structure is of a size and scale for sufficient use. It is on top of a deck so there will be no increase in the impact on hard surfaces. Staff have recommended that a condition be placed on the decision to plant native species around the development. The proposal meets the four test of the Planning Act and meets the Township policies. The application has been found to be consistent with the applicable policies and regulations of the Land Use planning documents of the Township. Planning Staff recommend approval of this application per the details and conditions enclosed within the staff report.

Chair Kehoe asked for comments from the in person and virtual audience and no comments were received.

The Committee discussed the application and had no concerns as there were no environmental impacts anticipated.

Resolution Number: COA-2025-019

Moved by: Katherine Graham

Seconded by: Todd Robertson

That application D13-2025-007 be approved subject to the conditions as included in the Planner's Report and the decision of the Committee.

Carried

6.2 D13-2025-009 - 58 Front St

The application was introduced to permit the construction of a two storey addition on an existing dwelling. The following variances from Zoning By-Law 07-079 are required:

Section	Provision	Proposed	Requested Zoning Relief
5.3(b)	Lot coverage (maximum) 10%	13% (maximum)	3%

Written Agency Comments:

Cataraqui Region Conservation Authority - No objections.

Written Public Comments:

None.

Written Staff Comments:

Senior Planner, Lindsay Lambert - Recommended approval, subject to conditions.

Verbal Correspondence:

No one appeared before the Committee.

Senior Planner, Lindsay Lambert reviewed the proposal noting that it is a minor variance for an addition on the southeast side of the dwelling. In terms of Staff's review of the application, with exception of lot coverage, the proposal meets all other performance standards of the Hamlet Residential zone. No comments were received from the public and the CRCA has indicated that it is outside of the natural hazards. The proposal is more than 30 meters from the river and more than 30 meters from the adjacent wetland. The proposal meets the four tests of the Planning Act. The application has been found to be consistent with the applicable policies and regulations of the Land Use planning documents of the Township. Planning Staff recommend approval of this application per the details and conditions enclosed within the staff report.

Chair Kehoe asked for comments from the in person and virtual audience and no comments were received.

The Committee discussed the application and expressed no concerns as the proposed was minor in nature.

Resolution Number: COA-2025-020

Moved by: Bruce Craig

Seconded by: Katherine Graham

That application D13-2025-009 be approved subject to the conditions as included in the Planner's Report and the decision of the Committee.

Carried

7. Other Business

None.

8. Adjournment

The meeting adjourned at 1:12 pm.

Resolution Number: COA-2025-021

Moved by: Katherine Graham

Seconded by: Bruce Craig

THAT the Committee of Adjustment will adjourn to meet again at the call of Secretary-Treasurer.

Carried

Chair

Secretary-Treasurer