



COMMITTEE OF ADJUSTMENT MEETING  
PUBLIC HEARING FOR CONSENT

# AGENDA

May 18, 2021 9:00 a.m.

**ZOOM MEETING**

**YouTube Channel: Township of South Algonquin**

Open Meeting/Call to order-9:00 a.m.

1. Additions / Amendments to the Agenda
2. Adoption of the Agenda
3. Disclosure of Pecuniary Interest
4. Adoption of Minutes  
**That the Minutes of the March 17, 2021 Committee of Adjustment Meeting be approved as submitted.**
5. Public Hearing
- 5.1 **Consider Minor Variance Application (severance)-MV.2021-01**  
Staff Report: Jamie Robinson, MCIP, RPP & Patrick Townes, BA, BEd  
Legal: DICKENS PLAN M323 PT LOT 1;RP 36R9310 PARTS 1 & 4 REM;PCL  
20075 NIP PCL 28384 NIP  
Address: 167B Moonlight Bay Road
6. Other
7. Next Meeting

Adjournment

**NOTE: Submissions received from the public, either orally or in writing, may become part of the public record.**

**THE CORPORATION OF THE TOWNSHIP OF SOUTH ALGONQUIN  
COMMITTEE OF ADJUSTMENT**

**PUBLIC MEETING VIA ZOOM – March 17, 2021 –9:00 a.m.**

There was a public meeting of the Committee of Adjustment via ZOOM to hear two consent applications No. SEV.2020-03 and No. SEV.2020-04 on Wednesday, March 17, 2021. Present were Committee Members: Committee Chair Councillor Shalla, Councillor Bongo, Councillor Collins, Councillor Florent, Councillor Harper and Mayor Dumas.

Staff: Holly Hayes, CAO/Clerk Treasurer  
Tracy Cannon, Secretary/Treasurer of the Committee of Adjustment

Councillor Shalla called the public meeting to order at 9:02 a.m.

**1. ADDITIONS/AMENDMENTS TO THE AGENDA:**

3.1 Mayor Dumas-Media Release; resignation of Holly Hayes, CAO/Clerk Treasurer

**2. ADOPTION OF THE AGENDA**

**Moved by: J. Florent**

**Seconded by: D. Harper**

To adopt the agenda as prepared for the Committee of Adjustment meeting of Wednesday, March 17, 2021 as circulated and amended.

**-Carried-**

**3. DECLARATION OF PECUNIARY INTEREST: None**

3.1 Mayor Dumas read the Media Release for the resignation of Holly Hayes, CAO/Clerk Treasurer

**4. ADOPTION OF MINUTES**

**Moved by: S. Collins**

**Seconded by: J. Florent**

To adopt the minutes of November 25, 2020 Committee of Adjustment meeting as circulated.

**-Carried-**

**5. PUBLIC HEARING**

**5.1 CONSIDER CONSENT APPLICATION – SEV. 2020-03**

The meeting is to consider consent application for lands locally known as 79A Church Hill St., 79B Church Hill St. & 45 Church Hill St. The application was deferred from the meeting of November 25, 2020 so more information could be gathered pertaining to an existing easement.

The application proposes to legally separate the existing development and create one new lots. The Retained lot is to have a lot area of approximately 1.8 hectares (4.4 acres), and contain one existing dwelling, a cottage, well and a septic system. The severed lot is to have a lot area of approximately 0.6 hectares (1.4 acres), and contain one existing dwelling, a well and a septic system. Both lots have adequate road frontage. The existing easement will not be affected by this severance. Exact dimensions will be confirmed after survey is completed.

## **REQUIREMENTS FOR NOTICE**

T. Cannon reported, as required by the Planning Act all property owners within 60 metres and appropriate agencies were mailed the Notice for the Public Meeting on February 25, 2021. The notice sign was provided to the applicant and posted on the subject property. Staff confirmed the Notice signs were posted.

## **COMMENTS FROM THE PLANNER:**

All comments from the Planners are outlined in the Planner Report. No additional comments were received.

## **SITE INSPECTION REPORT & COMMITTEE DISCUSSION OF APPLICATION: None**

**APPLICANT COMMENT ON APPLICATION:** Applicant or Agent was not in attendance for the meeting, Tracy did speak to the applicant prior to the meeting. Tracy advised there may be additional conditions added, such as confirmation the septic systems are legal and in good working order.

**PUBLIC/AGENCY COMMENT ON APPLICATION:** Email received from the Ministry of Transportation in support of the application, granted no new access shall be off Highway 60.

## **FINAL QUESTIONS OR COMMENTS**

Applicant or Agent: **None**

Members of the Public: **None**

Committee Members: **None**

## **SUGGESTED DECISION AND CONDITIONS OF CONSENT APPLICATION**

T. Cannon, Secretary Treasurer read the suggested decision to approve the application with conditions listed in the Planners Report.

The Chief Building Official has requested an additional condition; the applicant provide information that the septic systems are legal and in good working order. Consensus was not to add this condition.

## **VOTE:**

The Committee of Adjustment accepts the application and the conditions as read by the Secretary-Treasurer.

Councillor Shalla: For

Councillor Collins: For

Councillor Harper: For

Councillor Bongo: For

Councillor Florent: For

-Carried-

## **5.2 CONSIDER CONSENT APPLICATION – SEV. 2020-04**

This portion of meeting is to consider a Consent Application SEV.2020-04 for a severance under Section 53 of the Planning Act for lands locally known as 266 Paplinskie Road.

Following the consent, the proposed Retained Lot will be vacant and will have a lot area of approximately 59 hectares (146 acres) and frontage on both Highway 60 and Paplinskie Road. The Severed Lot will have approximately 4 hectares (10 acres) and a lot frontage of 184 metres on Paplinskie Road and will contain the existing development.

### **REQUIREMENTS FOR NOTICE**

T. Cannon reported, as required by the Planning Act all property owners within 60 metres were mailed the Notice of the Public Meeting on February 25, 2021. The Notice signs were posted on the subject land by staff.

### **COMMENTS FROM THE PLANNER:**

T. Cannon informed the Committee all comments from the Planner are outlined in the Planner's Report. No additional comments were received from the Planner.

### **SITE INSPECTION REPORT & COMMITTEE DISCUSSION OF APPLICATION**

All members of the Committee were familiar with the property. Councillor Florent stated there is an existing entrance off Highway 60.

### **PUBLIC COMMENT ON APPLICATION**

Email received from the Ministry of Transportation in support of the application, no new access will be granted off Highway 60.

T. Cannon recommended the committee keep these comments from MTO in mind for future development. It seems less entrances are being granted off provincial highways and this may hinder future development in the township.

T. Cannon also noted that a portion of the Paplinskie Road is owned by the applicant and one of the conditions outlined in the Planner's Report is to transfer the piece to the township.

**APPLICANT COMMENT ON APPLICATION:** Applicant or Agent were not present for the meeting.

### **FINAL QUESTIONS OR COMMENTS:**

Applicant: None

Members of the Public: None

Committee Members: Discussion on portion of Paplinskie Road that is owned by the applicant.

Township has jurisdiction through the Municipal Act for roads that are on private property, however this is an opportunity for the township to gain ownership of the road. This will also provide an opportunity for the applicant to create an additional conveyable parcel.

**SUGGESTED DECISION AND CONDITIONS OF SEVERANCE**

The recommended condition by the Chief Building Official to add a condition for the applicant to provide information that the septic system is legal and in good working order on the Severed lands will not be included.

T. Cannon, Secretary Treasurer read the suggested decision to approve the application with conditions listed in the Planners Report.

**VOTE:**

The Committee of Adjustment accepts the application and the conditions as read by the Secretary-Treasurer.

Councillor Shalla: For

Councillor Collins: For

Councillor Harper: For

Councillor Bongo: For

Councillor Florent: For

-Carried-

6. **OTHER:** None

7. **NEXT MEETING**

Next meeting will be scheduled as required

**ADJOURNMENT**

**Moved by: J. Florent**

**Seconded by: D. Harper**

The Committee adjourned the Committee of Adjustment meeting at 9:42 a.m.

-Carried-

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Committee Chair, Richard Shalla

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Secretary/Treasurer, Tracy Cannon



**NOTICE OF A MINOR VARIANCE APPLICATION AND  
NOTICE OF PUBLIC HEARING  
FILE NO. MV. 2021-01**

May 6, 2021

**TAKE NOTICE** that the Corporation of the Township of South Algonquin has received an application under Section 45 of the *Planning Act, R.S.O. 1990, as amended*, for a minor variance for the subject lands locally known as 167B Moonlight Bay Road. The subject lands are located within the geographic Township of Dickens.

**PLEASE NOTE** that the Corporation of the Township of South Algonquin will be holding a virtual public hearing under Section 45 of the *Planning Act, R.S.O. 1990, as amended*, to inform the public of a proposed minor variance.

**DATE AND LOCATION OF PUBLIC HEARING**

Date: **Tuesday, May 18, 2021**

Time: 9:00 a.m.

Location: Virtual Meeting via Zoom and livestreamed to the Township of South Algonquin Youtube Channel

**PURPOSE AND EFFECT OF THE PROPOSED APPLICATION**

The purpose of the minor variance application is to permit an addition to a detached dwelling within the minimum interior side setback. The subject property is within Shoreline Residential (SR) Zone of the Zoning By-law.

A variance is required to Section 5.4, table 5.2 of the Zoning By-Law to permit a minimum interior side setback of 1.84 metres from the required 5 metres.

**ADDITIONAL INFORMATION AND KEY MAP**

A key map showing the subject lands is included in this notice.

Should you wish to provide comments in favour or in objection to the application, you may do so in writing or verbally to the Committee of Adjustment Secretary Treasurer, no later than 4:00 p.m. on Monday, May 17, 2021. Written submissions are public and shall be available for inspection by any interested party.

If you wish to participate in the virtual Public Hearing, please contact the Committee of Adjustment Secretary Treasurer for instructions no later than 4:00 p.m. on Monday, May 17, 2021.

If you wish to be notified of the decision of the Township of South Algonquin in respect of the proposed minor variance, you must make a written request to the Committee of Adjustment Secretary Treasurer.

For additional information on the proposed application, please contact the Committee of Adjustment Secretary Treasurer. When requesting additional information, please quote File Number MV. 2021-01.

Tracy Cannon, Committee of Adjustment Secretary Treasurer  
Township of South Algonquin  
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Whitney, Ontario, K0J 2M0  
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**KEY MAP OF SUBJECT LANDS**

167B Moonlight Bay Road

