

Minutes of the Township of Douro-Dummer Committee of Adjustment Meeting

January 24, 2025, 9:30 AM
Council Chambers in the Municipal Building

Present:

- Chair - Jim Patterson**
- Member - Rod Manley**
- Member - Harold Nelson**
- Member - Mark Porter**
- Member - Robert Lamarre**

Staff Present

- Secretary-Treasurer/Clerk - Martina Chait-Hartwig**
- Planner - Christina Coulter**

1. Call to Order:

The Secretary-Treasurer called the meeting to order at 9:32 a.m.

2. Nominations for Committee Chair:

Resolution Number 01-2025

Moved By: Rod Manley

Seconded By: Harold Nelson

Member, Rod Manley nominated member, Jim Patterson as Committee Chair.

There were no other nominations or objections. Jim Patterson accepted the role for 2025.

Carried

3. Disclosure of Pecuniary Interest:

The Chair reminded members of their obligation to declare any pecuniary interest they might have. None were declared.

4. Approval of Minutes:

4.1 Committee of Adjustment Meeting Minutes - December 13th, 2024

Resolution Number 02-2025

Moved By: Mark Porter

Seconded By: Harold Nelson

That the minutes from the Committee of Adjustment Meeting, held on December 13, 2024, be received and approved, as circulated. Carried

5. Minor Variance Applications:

5.1 A-05-24 (Chris Petraitis/Laura Stone), Planning-2025-02

Applicant/Agent: Chris Petraitis/Laura Stone

Property Description: Part Lot 25, Con. 4 (Douro)
3796 Highway 28

Roll No:1522-010-001-23300

Township Planner, Christina Coulter reviewed the report.

In attendance:

Laura Stone - Agent

Adam Timberline - Builder

Comments Received:

- Otonabee Conservation mapping indicates that the proposed development is not located within a known natural hazard. Therefore, it is the opinion of Otonabee Conservation that the application is consistent with Chapter 5 of the Provincial Planning Statement, referencing Natural Hazards.
- Otonabee Conservation has reviewed this application through their mandated responsibility under Ontario Regulation 686/21 and based on the information provided the proposed development will not create new or is proposing to aggravate existing hazards.
- Otonabee Conservation mapping indicates that the lands are not subject to Ontario Regulation 41/24 Otonabee Conservation's

"Prohibited Activities, Exemptions and Permits" regulation. Permits from Otonabee Conservation are not required.

- The subject property is not located within a vulnerable area that is subject to Trent Source Protection Plan policies. Significant drinking water threats are not possible and a Restricted Land Use Notice is not required.
- The subject land is within the Ministry's permit control area as defined by the Public Transportation and Highway Improvement Act. Therefore, Ministry approvals and permits are required 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.
- The Ministry has no concerns with the proposed Minor Variance.
- The Ministry requests that once the municipality makes a final decision on the Minor Variance Application, that the Township of Douro-Dummer provide a copy of the decision letter to the Ministry for its records.
- The Ministry advises that any future development of this site by the proponent, will require MTO approvals and permits. The Ministry recommends that the proponent engage the Ministry in the Pre-consultation process prior to any future development.
- A Building and Land Use permit is required for any development within the MTO's jurisdiction prior to construction. The permit application can be submitted online using the Highway Corridor Management Online Services at: <https://www.hcms.mto.gov.on.ca/>
- The Ministry, will require proof of property ownership to be submitted with the Building and Land Use permit application. This can be a copy of the deed or tax bill, showing the legal property owners. The MTO can only issue a Building and Land Use permit to the registered property owners or their designate.
- The Ministry reserves the right to modify and expand on these comments should further information be submitted to the MTO for review.

Written comments: The Owners of 11 Lake Edge Road and 45 Lake Edge Road. Their comments can be summarized as follows:

- Clarification on the location, orientation and dimensions of the proposed garage;
 - Request that no trees be removed from the abutting property at 45 Lake Edge Road;
 - Clarification on the setback of the proposed garage from Highway 28;
 - Clarification on whether the application proposes to move the property line closer to Lake Edge Road;
 - Clarification on whether additional/new access onto Lake Edge Road is required;
 - Clarification on the provision of Public Notice, in particular, whether all residents on Lake Edge Road received Notice;
 - Confirmation on who is responsible for approval of the application.
- Staff responded to the comments and provided copies of the site plan submitted with the application. Staff explained the prescribed Notice requirements and that the Committee of Adjustment is the approval body for minor variance applications noting that the Committee must consider all written and verbal comments when making their decision.
 - Comments were also received from the Owners of 3802 Highway 28 indicating their support for the application.
 - Senior Staff of the Township have not identified any concerns with the application.

Resolution Number 03-2025

Moved By: Harold Nelson

Seconded By: Robert Lamarre

That the Committee review and consider all verbal and written comments received regarding Minor Variance Application File A-05-24;

That the Committee approve Minor Variance Application A-05-24 to reduce the north lot line setback from a private road from 15 metres (49.21 feet)

to 3 metres (9.84 feet) and to increase the maximum lot coverage for accessory structures from 5% to 6%, for the life of the structure, to facilitate the issuance of a building permit for the construction of a new detached accessory garage as shown on the site plan prepared by Timberline Custom Homes, dated August 1, 2024 attached to the Decision as Schedule 'A' and to bring the proposed construction into compliance with the Zoning By-law.

This variance is deemed to be minor in nature and is appropriate for the development of this land. The application maintains the general intent and purpose of the Official Plan and Zoning By-law. Approval is conditional on the following:

- i. Obtaining any necessary permits from ORCA, Douro-Dummer Building Department, MTO and any other required ministry/agency;
- ii. That verification from an Ontario Land Surveyor be provided to the Township's Chief Building Official after the structures are framed to confirm that all applicable setback requirements have been met and to ensure compliance with any relief granted by this decision of the Committee;
- iii. That if any archaeological resources should be discovered during the course of development, all excavation must stop immediately, and an archaeologist must be contacted. Potential significance of the findings will be assessed and mitigative options will be identified. The recommendations of the archaeologist must be followed.

6. Next Meeting Date: To be determined

7. Adjournment

Resolution Number 04-2025

Moved By: Rod Manley

Seconded By: Mark Porter

That this meeting adjourn at 9:52 a.m.

Carried

Chair, Jim Patterson

Secretary-Treasurer, Martina Chait-Hartwig