



PLANNING ADVISORY/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE AGENDA

On July 22, 2025 @ 6:00 PM
In-Person in the Town Hall Council Chambers, 30 King Street East, Gananoque
(parking on-site via Garden Street)
and via Teleconference/Video Conference using information below:

Teleconference Toll Free Number – 1-833-311-4101, Access Code: 2632 811 4534

Video Conference Link: [Click Here:](#)

		Attachment
1.	Call Meeting to Order	
2.	Adoption of the Agenda	Motion
3.	Disclosure of Pecuniary Interest & General Nature Thereof	
4.	Approval of Minutes	
	<ul style="list-style-type: none"> Minutes of June 24, 2025 	Motion
5.	Public Question/Comments (only addressing items on the agenda) *Note: Members of the public are permitted to speak to Planning Act applications under Reports/New Business at the time of discussion.	
6.	Unfinished Business – None	
7.	Reports/New Business	
	DEVELOPMENT PERMIT APPLICATIONS	
	DP2025-10 – 116-118 King Street East – STA Class III – Chartrand & Vernelli	Motion
8.	Correspondence/Other – None	
9.	Next Regular Meeting – Tuesday, August 26, 2025 at 6:00 PM	
10.	Questions From the Media	
11.	Adjournment	Motion

The Town invites and encourages people with disabilities to attend and voice their comments in relation to accessibility related reports. For those who are unable to attend, the Town encourages the use of the Customer Feedback Form found on the Accessibility Page on the Town's website.

PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, JULY 22, 2025

SUBJECT: DP2025-10 – 116-118 KING ST E (CHARTRAND/VERNELLI)
CLASS III DEVELOPMENT PERMIT

Property: 116-118 KING STREET EAST

Legal Description: PLAN 86 W PT LOT 13 RP28R11120 PARTS 1 AND 2

Official Plan: GENERAL COMMERCIAL

Development Permit: COMMERCIAL TRADITIONAL CORE

Lot Coverage: 0% MAXIMUM

Purpose and Effect:

The Development Permit Application is to permit a Short Term Accommodation (1 unit) located on the second floor of the property addressed as 116-118 King Street East.

Additionally, it is noted that the recent passing of the Additional Residential Units indicate that an ARU shall not be used as a Short Term Accommodation. Therefore, the conversion is subject to an application to convert.

Background:

The property is situated on the north side of King Street East between Stone Street North to the east and Charles Street North to the west. Coopers Alley is located to the rear of the subject property.

A commercial health and wellness business operates on the ground floor. Currently, the two-storey mixed use commercial building contains two residential units on the second floor. The Owner resides in the residential unit at the rear of the building on the second storey which will be maintained as a rental unit. The unit at the front of the building on the second floor is proposed for the purpose of a Short Term Accommodation.

PROVINCIAL PLANNING STATEMENT:

The Provincial Planning Statement, 2024 (PPS) provides direction on matters of provincial interest pertaining to land use planning and all development proposals must be consistent with the policies therein. The full PPS document can be found at <https://www.ontario.ca/page/provincial-policy-statement-2024>. Policies which repeat or are not relevant to the current proposal have been omitted from commentary below.

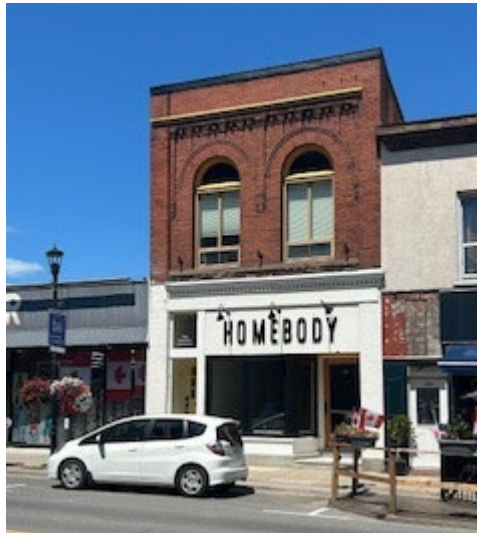
2.1 Planning for People and Homes

6. Planning authorities should support the achievement of *complete communities* by:
- a) accommodating an appropriate range and mix of land uses, *housing options*, transportation options with *multimodal* access, employment, *public service facilities* and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs.

2.2 Settlement Areas and Settlement Area Boundary Expansions

2.2.1 General Policies for Settlement Areas

1. *Settlement areas* shall be the focus of growth and development. Within *settlement areas*, growth should be focused in, where applicable, *strategic growth areas*, including *major transit station areas*.



View of the front of 116-118 King Street East

COMMENT:

The proposed Short-Term Accommodation is consistent with the overall policies of the Provincial Planning Statement. The Short-Term Accommodation will provide for accommodations for the tourism industry in the Town.

OFFICIAL PLAN:

The subject property is designated General Commercial within the Official Plan.

Goals and Objectives (3.3.1)

The goal of the Commercial Lands is to provide a supportive land use policy framework which reduced constraints for commercial development while ensuring that existing and future commercial uses will contribute to Gananoque's small town character.

The objectives of this designation are to:

1. Support a diverse range of commercial uses that meet the existing and future needs of the community and reduces the need for residents to shop elsewhere;

2. Accommodate a range of commercial formats from smaller pedestrian-oriented stores in the central King Street area to highway commercial type uses near Highway 401;
3. Enhance the form and character of each commercial area in the Town and work to create a distinct community identity for each; and
4. To encourage the maintenance and improvement of existing commercial buildings.

Permitted Uses (3.3.2.1.1)

Permitted uses named within the General Commercial policy include ‘travel accommodations’. Mixed use commercial which includes residential uses above or behind the storefronts.

General Commercial Policies (3.3.2.1.2)

The Official Plan provides that where off street parking is required for the proposed use, this parking shall be located to the side or rear of establishments in order to foster a pedestrian friendly environment.

Development Criteria (5.4.4)

In addition to the policies established for the General Commercial policy area, general development criteria is provided under Section 5.4.4. The following development criteria relates to the current proposal:

- The provision of safe access onto or from a local or Town road or provincial highway.
- Adequate access to, and provision of, off-street parking.
- The control of signs and advertising such that they are in scale with the intended use and with surrounding uses.
- Adequate exterior lighting for access and parking areas for public or private use such as in commercial, industrial, institutional and multiple residential development.
- The control of signs and advertising such as that they are in scale with the intended use and with surrounding uses.
- Safety and Security (including lighting, site orientation, and lines of sight).

COMMENT:

The Development Permit Application meets the objectives and criteria of the General Commercial designation in the Official Plan to support a diverse range of commercial uses.

The Development Permit will address the site specific requirements including parking. No new construction is proposed with this application. The applicant is presently undertaking cosmetic changes to the first floor of the building.

DEVELOPMENT PERMIT:

The subject property is designated Commercial Traditional Core within the Development Permit By-law. The intent of this designation is to preserve historical built form and continue to enhance its cultural significance with respectful infill development, expansions and re-development.

Use (6.1)

The Development Permit By-law was amended under By-law No. 2019-125 to include Short Term Accommodations as a Discretionary Use within the Commercial Traditional Core.

Definition: Short Term Accommodation & Owner Occupied

A Short Term Accommodation is defined to mean “a portion of a dwelling or dwelling unit, that is owner-occupied and rented for a period of less than twenty-eight (28) days and may include a Bed and Breakfast, Heritage Tourist Inn, but does not include a motel, hotel or accommodations where there is no payment exchanged”.

Owner-occupied means any property offering Short Term Accommodation owned by a person who resides in the dwelling as their principal residence. For properties located in the Commercial Traditional Core, owner occupied means a property owned by the person occupying/operating the commercial store-front business at the location where Short Term Accommodation is offered in the same building.”

Heritage Tourist Inn, Bed and Breakfast, Short Term Accommodations (3.21)

The following provisions apply to all Short Term Accommodations (including a Heritage Tourist Inn and Bed and Breakfast):

All Heritage Tourist Inns, Bed and Breakfasts and Short Term Accommodations:

- Shall serve its guests only, and shall not offer services to non-guests,
- Shall be subject to a Class III Development Permit,
- Shall be subject to a Short Term Accommodations license,
- Shall conform to the provisions of the Ontario Building Code, and
- Shall prior to commencing operation of the business, obtain a license in accordance with the *Municipal Act* “following inspection of the premises by the Town Chief Building Official/Development Officer and Fire Department Official”.

In addition to the above, the following provisions shall apply to a Short Term Accommodation:

- Shall not be permitted in any designation unless the proper approvals have been obtained,
- Shall provide one (1) parking space per guest room, and
- May include approved Bed and Breakfast Establishments and Heritage Tourist Inns.

Parking and Storage of Vehicles (3.32)

Section 6.3 of the Commercial Traditional Core designation requires each residential unit to provide one parking space. The Commercial Traditional Core exempts commercial uses from requiring parking under Section 6.4.



Rear of 116-118 King Street East

COMMENT:

One of the owners currently operates a health and wellness business on the first floor of the building and lives in one of the residential units on the second floor. The second floor currently contains two residential units and one unit will be dedicated for the Short Term Accommodation.

There are a total of two parking spaces located at the rear of the building in the dimensions of 2.74m x 6.25m which are accessible from Coopers Alley. A parking space is required for the existing apartment unit and one parking space is required for the one bedroom Short Term Accommodation. A total of two parking spaces are required for the uses on the property. There is no requirement for commercial parking.

Existing lighting is provided along King Street East and at the rear of the building which provides safety and security for patrons.

The Short-term Accommodation by-law requires that properties in the Commercial Traditional Core are permitted in upper storeys provided that the person operating the business on the storefront is within the same building. One of the owners operates the ground floor commercial business.

CIRCULATION TO AGENCIES

Circulation to all property owners within 120m of the site and the prescribed agencies (comments received to date):

CAO	
Chief Building Official	
CRCA	

School Boards: CDSBEO and UCDSB	
Utilities: Bell Canada/Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	
EMS: Fire/LG Paramedic/Police	
Public Works, Water/Sewer Utilities	
Leeds Grenville Lanark District Health Unit	
Other Agencies:	
Neighbourhood: Posting and 120m Circulation	

It is noted that the Owner is required to obtain a Short-Term Accommodation Licence under By-law 2019-123 following approval of a Development Permit. An Application for the license for the Short-Term Accommodation has been submitted to the Town.

Staff have no objection to DP2025-10 – 116-118 King Street East – Chartrand/Vernelli, for one Short Term Accommodation unit (1 bedroom), as one of the owners is operating the commercial store-front business in the same building as the Short Term Accommodation, one parking space is provided and the following:

- Clearance letter is obtained from Fire Department that all requirements have been met.
- Clearance letter is obtained from Building Department that all requirements have been met.
- The Owner enter into an Agreement within one year of the Notice of Decision, and
- All costs associated with fulfilling the conditions of this decision are borne by the Owner.

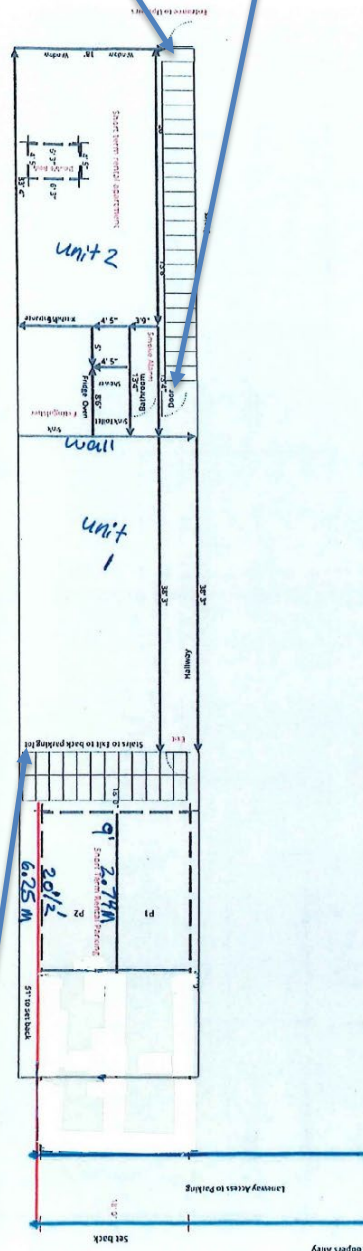
APPROVAL	<div style="border-bottom: 1px solid black; height: 40px; margin-bottom: 10px;"></div> Trudy Gravel, Assistant Planner
	<div style="border-bottom: 1px solid black; height: 40px; margin-bottom: 10px;"></div> Brenda Guy, Manager of Planning and Development

Site Plan:

Stairs from the King Street to the
residential units

Entrance to the STA residential
unit

Second floor drawing.



Emergency Exit to the Rear

NOTICE OF MEETING Proposed Class III Development Permit

TAKE NOTICE that the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, JULY 22, 2025 at 6:00 P.M.** via **TELECONFERENCE*** and **IN-PERSON** in the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 KING STREET EAST to consider the following application.

AND TAKE FURTHER NOTICE that the Council for the Corporation of the Town of Gananoque will hold a Public Meeting on **TUESDAY, AUGUST 12, 2025 at 5:00 P.M.** via **TELECONFERENCE*** and **IN-PERSON** in the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 KING STREET EAST to consider the application.

*The **TOLL-FREE PHONE NUMBER** and **ACCESS CODE** will be found on the meeting agenda, posted to the Town website at <https://www.gananoque.ca/town-hallpublic-meetings/planning-advisory-committee-meeting-july-22-2024> prior to the meeting.

File No. **DP2025-10**

OWNERS/APPLICANT: **Ryan Chartrand/Angela Vernelli**

The property municipally and legally described as

116-118 King Street East

PLAN 86 W PT LOT 13 RP;28R11120 PARTS 1 AND 2

TOWN OF GANANOQUE

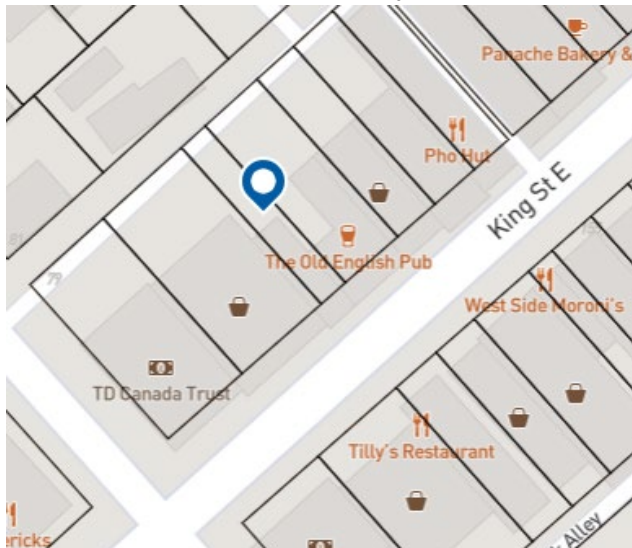
has applied to the Town of Gananoque for a Development Permit to

**PERMIT ONE SHORT-TERM ACCOMMODATION RENTAL IN THE UPPER STOREY
OF THE COMMERCIAL BUILDING**

Additional information in relation to the proposed development permit is available for inspection at the Town Hall Administration Offices located at 30 King Street East, Gananoque, ON, on the Town website at <https://www.gananoque.ca/town-hall/meetings>, by emailing assistantplanner@gananoque.ca or by calling Trudy Gravel 613-382-2149 ext. 1129.

If you wish to provide comment or input you may do so at the public meeting or in writing prior to the meeting.

Note: Only the applicant of a development permit has a right to appeal a decision or non-decision on an application to the Ontario Land Tribunal where the application meets the requirements established through the official plan and development permit by-law.

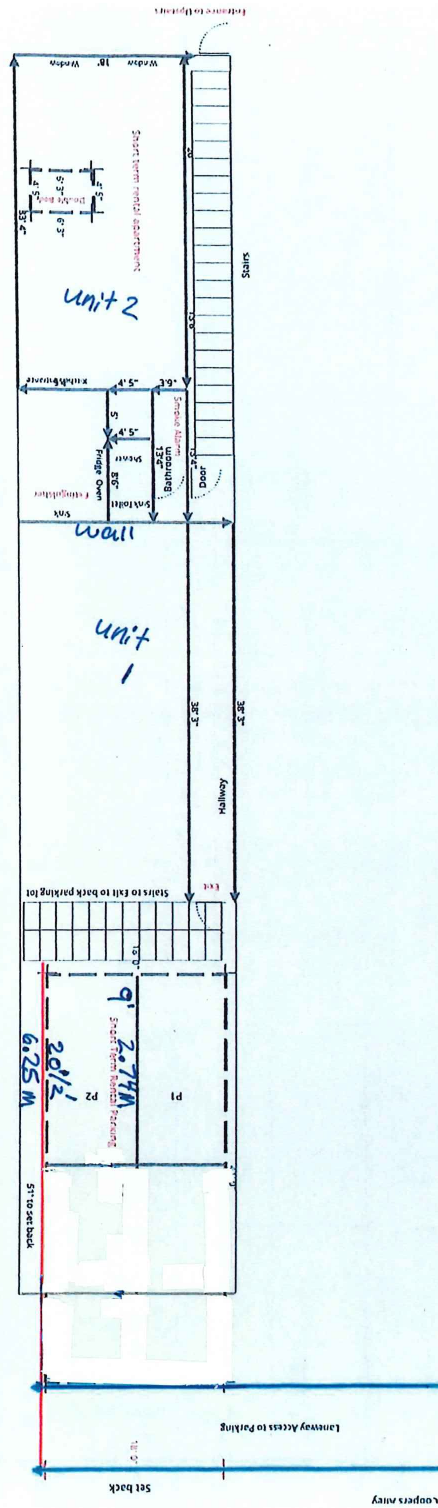


DATED this 4TH day of **JULY 2025**

Brenda Guy
Manager of Planning and Development
bguy@gananoque.ca
613-382-2149 ext. 1126

Site Plan

Second Floor drawing.





APPLICATION FOR DEVELOPMENT PERMIT APPROVAL
Section 70.2 of the Planning Act, RSO 1990, as amended

This application form **MUST** be accompanied with **all** the submission requirements in order to be considered a complete application. **Incomplete applications will not be processed until all information is provided.**

A Pre-consultation meeting with Planning and Development staff is **REQUIRED PRIOR TO SUBMISSION** of this application. At that time, approval stream and submission requirements will be determined. **ALL** applications require the following:

ALL applications require the following:

- ☒ Complete application form signed including declaration of applicant*
- ☒ Proof of ownership, deed of property or offer to purchase and sale*
- ☒ Legal survey and/or Building Location Survey for the subject property*
- ☐ If the development is for commercial and/or employment, multi-residential – One (1) large scale paper copy of all plans shall be submitted along with one set of reduced 11" x 17" of all plans and your electronic copy. Plans are to be in a standard scale format (1:250 1:500)
- ☒ Application fee as outlined in the pre-consultation form payable to the Town of Gananoque*
- ☐ Deposit fee as outlined in the pre-consultation form payable to the Town of Gananoque*
- ☐ Fees payable to the Cataraqui Region Conservation Authority, if applicable. Contact the CRCA for more information.

CONTACT INFORMATION

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

Name of Applicant: Ryan Chartrand	Complete Address including Postal Code: 116 King Street East, Gananoque, ON, K7G1G2	Phone: (613) 453-9936
	E-mail: ryan@groundedhealthcompany.com	
Name of Property Owner (if different than applicant): Angela Vernelli	Complete Address including Postal Code: 162 Wellington St. Gananoque ON K7G 1B7	Phone:
	E-mail:	
Architect/Designer/Planner:	Complete Address including Postal Code:	Phone:
	E-mail:	
Engineer:	Complete Address including Postal Code:	Phone:
	E-mail:	
Land Surveyor: R.G. Bennett Surveying Ltd.	Complete Address including Postal Code: 46 Wall St. Brockville, Ontario K6V 4S1	Phone: (613) 498-3218
	E-mail:	

PROPERTY

Street or Property Address (if applicable): 116-118 King St. E. Gananoque K7G 1G2	Roll Number (if known): 081400001501300.0000
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LEGAL DESCRIPTION

Lot/Con/Plan: Plan 86 W Pt Lot 13 RP28R1120 Parts 1 & 2			
Frontage (m/ft): 5.89 m / 19.33 ft	Depth (m/ft): 36.90m / 121.08 ft	Lot Area: 217.34 sq/m or 2,340 sq/ft	

SUBMISSION REQUIREMENTS

The applicant/agent is responsible for ensuring that the submission requirements are met, including confirming that all the information listed below is shown on the required plans by checking off each box.

☒ **Site Plan(s)** including scaled accurate measurements of:

- Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale);
- Dimensions and areas of the site including existing natural and artificial features i.e: buildings, watercourses, wetlands, woodlands.
- Dimensions and gross floor area of all building and structures to be erected;
- Existing structures to be retained, removed or relocated;
- Distances between lot lines and the various buildings, structures, parking areas, driveways and other features;
- Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches;
- Parking areas including number, size of spaces and dimensions. The plans shall have regard for **Ontario Regulation 413/12 made under Accessibility for Ontarians with Disabilities Act, 2005**. This shall include, but not be limited to, providing appropriate designated parking spaces and unobstructed building access features.
- Access driveways including curbing and sidewalks
- Proposed fire routes and fire route sign locations
- Dimensions and locations of loading zones, waste receptacles and other storage spaces;
- Location, height and type of lighting fixtures including information on intensity and the direction in which they will shine relative to neighbouring streets and properties;
- Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41;
- Location, type and size of any other significant features such as fencing, gates and walkways.

☐ **Drainage Plan(s)** including scaled accurate measurements of:

- Drainage Plan must demonstrate proposed development is handled on-site and does not infringe on neighbouring properties;

☐ **Landscape Plan(s)** including scaled accurate measurements of:

- Landscape Plan showing size, type and location of vegetation, areas to be seeded or sod. Plan to show existing landscape features to be retained, removed or relocated;

☐ **Site Servicing Plan(s)** including scaled accurate measurements of:

- Site Servicing Plan (plan/profile) including layout of existing water, sewer, gas lines, proposed connections, utility easements, fire hydrants, hydro poles, lighting, trees, transformers and pedestals.

☐ **Grade Control and Drainage Plan(s)** including scale accurate measurements of:

- Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic;
- Location of any creeks, ravines or watercourses with elevations and contours;
- Arrows indicating the proposed direction of flow of all surface water;
- Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts
- Existing and/or proposed right-of-ways or easements

☒ Elevation and Cross-Section Plan(s) including scale accurate measurements of:

- Coloured elevation drawings or renderings of each side of the building to include materials being used and their consideration to the neighbourhood (PHOTOS OF EXISTING BUILDING ARE PERMITTED IF NO ADDITIONS ARE BEING UNDERTAKEN)
- Drawings that show plan, elevations and cross section views for each building or structure to be erected;
- Conceptual design of building;
- Relationship to existing buildings, streets and exterior areas to which members of the public have access to;
- Exterior design including character, scale, appearance and design features of the proposed building;
- Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities designed to have regard for accessibility
- Photographs of the subject land and abutting streetscape on both side of the street

☐ Supporting Studies and Reports. Technical reports/plans or studies may be required to assist in the review process of a Development Permit Application. Applications for Development Permit may be required to submit the following studies or reports. Applicants should consult with Municipal staff to determine site specific requirements:

- | | |
|---|---|
| <input type="checkbox"/> Air, Noise or Vibration Study | <input type="checkbox"/> Sanitary System Design & sufficient capacity |
| <input type="checkbox"/> Archaeological Study | <input type="checkbox"/> Servicing Options Report |
| <input type="checkbox"/> Drainage and/or stormwater management report | <input type="checkbox"/> Source Water Protection – Risk Management Assessment |
| <input type="checkbox"/> Environmental Impact Assessment for a natural heritage feature or area | <input type="checkbox"/> Sun/Shady Study |
| <input type="checkbox"/> Erosion and Sediment Control Plan | <input type="checkbox"/> Traffic Study |
| <input type="checkbox"/> Geotechnical Study and Hydrogeological Study | <input type="checkbox"/> Vegetation Inventory/Preservation |
| <input type="checkbox"/> Heritage Resource Assessment/Study | <input type="checkbox"/> Visual Impact Assessment |
| <input type="checkbox"/> Hydrogeology/Groundwater Study | <input type="checkbox"/> Water Distribution System & sufficient capacity |
| <input type="checkbox"/> Phase I Environmental, investigation if required | <input type="checkbox"/> Wave Uprush Study |
| <input type="checkbox"/> Form 1's – Record of Future Alteration (Water, Sewer and Storm) | <input type="checkbox"/> Supporting Land Use Planning Report |
| | <input type="checkbox"/> Other: |

NOTES TO OWNER/APPLICANT:

- Applications may be subject to any Town incurred costs over and above the fees set out (See By-law 2016-047) being a by-law to establish general fees and rates for various services provided by the municipality). This is in the form of a deposit fee in the amount of \$2,000 payable to the Town of Gananoque for peer reviews of various studies as outlined in the application.
- Cataraqui Region Conservation Authority (CRCA) - Applications may be subject to review and a separate cheque payable to the CRCA. Fees are identified on the CRCA website <https://cataraquiconservation.ca/pages/permit-fees>. The Town recommends that you consult with a Conservation Authority Officer prior to making application.
- The applicant/owner may be required to provide 100% security of the cost of works in the form of a Letter of Credit or Certified Cheque upon signing of the Development Permit Agreement for all Class III applications and any Class that may require a background study or legal registration of documents.
- Security will remain with the Town until such time as the works are completed for any agreement. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

Existing Use(s):		Vacant Ground Floor location	
Yoga & Personal Training Studio		Second Floor Unit 2	
		1 bedroom	
Length of time the existing use of the subject lands have continued: 3 years			
Has the property been designated as a Heritage Site?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the property presently under a Site Plan/Development Permit Agreement?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Has the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Has the property ever been subject of an application under Section 70.2 (Development Permit By-law) of the Planning Act?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If the property has been subject of applications under the Planning Act noted above, provide the file number(s) and the status of the application?			

Proposed Use(s):	
The apartment will be used for guests spending a couple of days/nights. They will have exclusive access to the space during the time of their rental.	
Second Floor unit 2	
1 bedroom	
Is the Use permitted or permitted subject to criteria as set out in the development permit by-law?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How has the applicable criteria have been addressed?	
completed application, attached purchase and sale agreement, attached survey	
Is/Are variation(s) requested?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, what variation is requested and why?	
Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law.	
completed application, attached purchase and sale agreement, attached survey	

Abutting Land Use(s) – east, west, north, south:
East: Churchhills and addition to the Old English Pub
West: Mega Dollar: Dollar Store
North: no abutting land use
South: no abutting land use

Is the Development to be phased?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
What is the anticipated date of construction?	No construction
Is the land to be divided in the future?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there any easements, right-of-ways or restrictive covenants affecting the subject land?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please provide details (and copies of covenants with application submission).	

Plan Details: Please ensure that measurements are consistent with plan			
<input checked="" type="checkbox"/> Residential	<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Employment Lands/ Industrial	<input type="checkbox"/> Institutional
Building Coverage: 100 _____ (%) 217 _____ (sq.m)		Landscape Coverage: _____ (%) _____ (sq.m)	
Building Height:	No. of Storeys: 2	No. of Units: 3	Storage of Garbage: 1

Parking Area:	Existing Parking Surface <input checked="" type="checkbox"/> Paved <input type="checkbox"/> Gravel <input type="checkbox"/> Permeable Parking Area <input type="checkbox"/> Other			
	Proposed Parking Surface: <input type="checkbox"/> Paved <input type="checkbox"/> Gravel <input type="checkbox"/> Permeable Parking Area <input type="checkbox"/> Other			
	# of Existing Parking Spaces 2	# of New Parking Spaces 0	# of Accessible Parking Spaces 0	Total # of Parking Spaces 2
	Dimension of Parking Spaces (m/ft): 9 ft wide x 20.5 ft long		Dimensions of Accessible Parking Spaces (m/ft): N/A	

LOADING SPACES, if applicable: N/A	Number of Loading Spaces: 0	Dimensions of Loading Spaces (m/ft): 0
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Heritage Tourist Inn/Bed and Breakfast/Short Term Accommodation*:		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is this an application for a Heritage Tourist Inn?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Number of Guest Rooms:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6
NOTE: A Heritage Tourist Inn will require a Heritage Resource Assessment evaluating the heritage significance of the property including a description of historic features is required with the submission of this application.			
Is this an application for a Bed and Breakfast?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Number of Guest Rooms:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Is this an application for a Short Term Accommodation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Number of Guest Rooms:	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3

Access*:	Potable Water*:	Sewage Disposal*:	Stormwater*:
<input checked="" type="checkbox"/> Municipal Street	<input checked="" type="checkbox"/> Town Owned/operated Water System	<input checked="" type="checkbox"/> Town Owned/Operated Sewage System	<input checked="" type="checkbox"/> Town Owned/Operated Sewers
<input type="checkbox"/> Existing Private Road/ Lane	<input type="checkbox"/> Private Well	<input type="checkbox"/> Private Septic and Tile Field	<input type="checkbox"/> Swales
<input type="checkbox"/> Existing Right-of-way	<input type="checkbox"/> River	<input type="checkbox"/> Other	<input type="checkbox"/> Ditches
<input type="checkbox"/> Unopen Road Allowance	<input type="checkbox"/> Other:		<input type="checkbox"/> Other
<input type="checkbox"/> Other:			
Provide any applicable hook-up approvals and/or permit number(s) applicable to the above:			

Water Access (where access to the subject land is by water only)	
Docking Facilities (specify) distance from subject land _____ distance from nearest public road _____	Parking Facilities (specify) distance from subject land _____ distance from nearest public road _____

EXISTING BUILDINGS:	Building 1 - Primary	Building 2 - Accessory
Type of Structure (ie: wood concrete)	Brick	
Date Constructed:	1930	
Front Line Setback:	2.87 ft.	
Rear Lot Line Setback:	20 ft.	
Side Lot Line Setback:	1.15 ft.	
Side Lot Line Setback:	1.15 ft.	
Height:	36 ft.	
Dimensions:	19.33 ft x 121.08	
Floor Area:	2686 sq/ft	

PROPOSED BUILDINGS:		Building 1 - Primary	Building 2 - Accessory
	Type of Structure (ie: wood concrete)	N / A	N / A
	Proposed Date of Construction:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		
Attached Additional Page, if necessary			

AUTHORIZATION BY OWNER

I/We, the undersigned being the registered owner(s) of the subject lands, hereby authorize Ryan Chartrand (print name) to be the applicant in the submission of this application. Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize Town of Gananoque members of Council, Committee of Council and Municipal Staff, to enter upon the property for the purposes of conducting a site inspection with respect to the subject application.

Ryan Chartrand

Owner Name (Please Print)



Signature of Owner

Owner Name (Please Print)

Signature of Owner

*



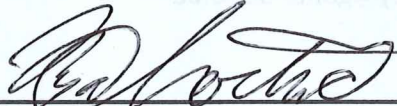
Signature of Witness (not applicant)

June 30, 2025

Date

CONSENT BY OWNER

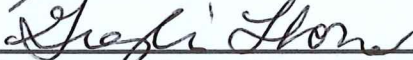
I/We, Ryan Chartrand, (print name(s)) am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the Municipal Freedom of Information and Protection of Privacy Act. I/We hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act of the purpose of processing this application.



Signature of Owner

Signature of Owner

*



Signature of Witness (not applicant)

June 30, 2025

Date

DECLARATION OF APPLICANT

(Print) I, Ryan Chartrand of the Town Leeds of Gananoque in the County of Leeds solemnly declare that:

I understand that the applicant/owner will be required to provide 100% security of the outside works in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

Declared/Sworn before me at

the Town of Gananoque
this 30th day of June,
2025.

Commissioner

Town of Gananoque

Penny Kelly, Clerk-CEMC

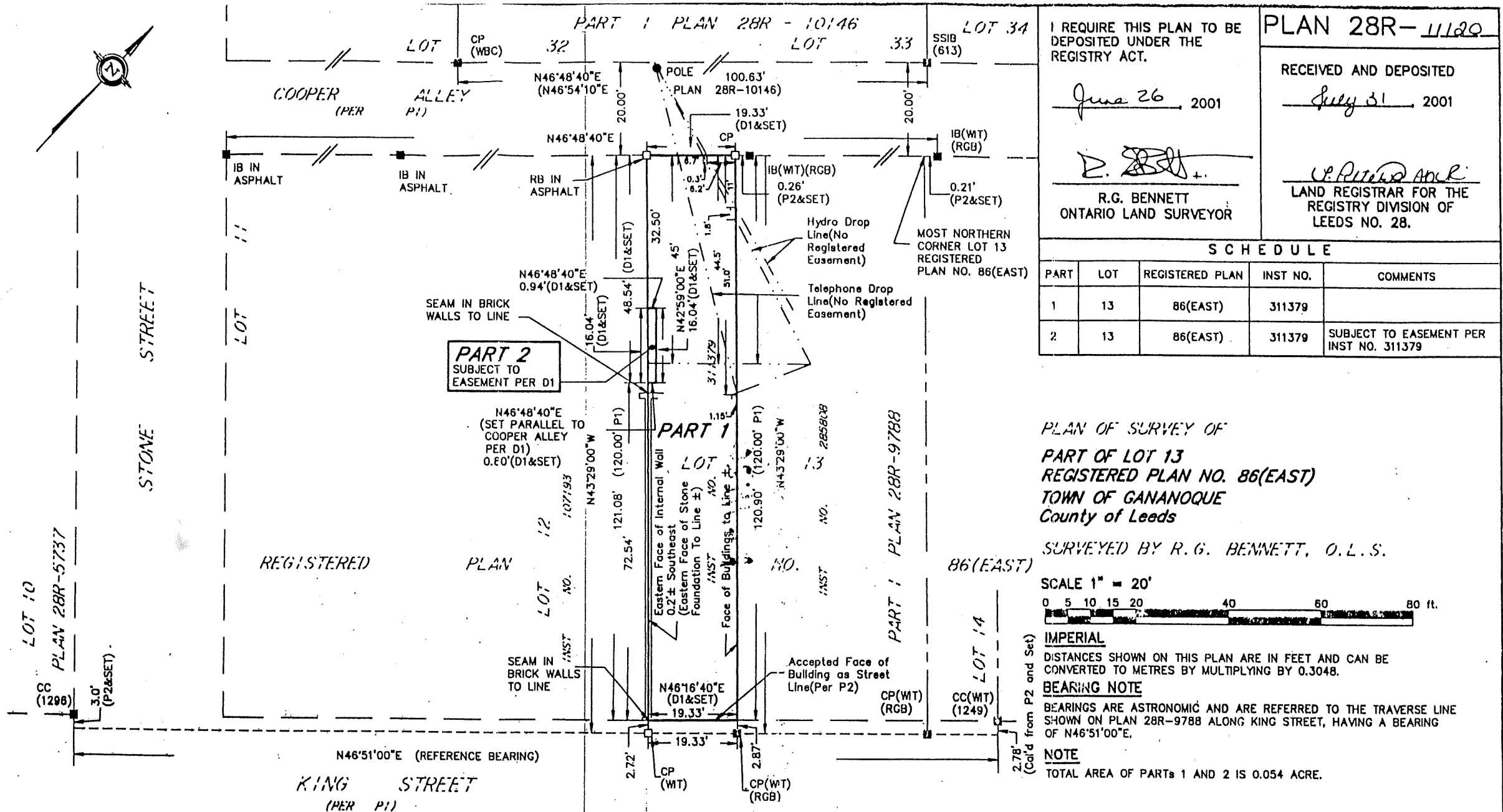
Signature of a Commissioner, etc



Signature of Applicant

Office Use Only:		Roll No: 0814000015011300
Official Plan Designation: General Commercial	Development Permit Designation: Commercial Traditional Core	Other:
Access (Entrance Permits etc):	Water and Sewer Hookup (Permits etc):	Other:
Other Concurrent Applications:	<input type="checkbox"/> Cash-in-Lieu of Parking <input type="checkbox"/> Condo Approval <input type="checkbox"/> Consent/ Severance	<input type="checkbox"/> Official Plan Amendment <input type="checkbox"/> Subdivision Approval
Date Application Received: June 30, 2025	Date Application Deemed Complete: July 3, 2025	Fees Received: \$1900 July 3, 2025

For additional details please contact: Brenda Guy, Manager of Planning and Development
 Town of Gananoque, 30 King Street East, Gananoque, ON K7G 1E9
 (613) 382-2149 ext.1126 E-mail: bguy@gananoque.ca



LEGEND & NOTES : (IF APPLICABLE)

- DENOTES FOUND MONUMENTS
- DENOTES SET MONUMENTS
- IB DENOTES IRON BAR
- SSIB DENOTES STANDARD IRON BAR
- CC DENOTES CUT CROSS
- N&W DENOTES NAIL & WASHER
- WT DENOTES WITNESS
- RB DENOTES ROCK BAR

- OU DENOTES ORIGIN UNKNOWN
- MEAS. DENOTES MEASURED
- PROP DENOTES PROPORTIONED
- P1 DENOTES REGISTERED PLAN NO. 86(EAST)
- P2 DENOTES PLAN 28R-9788
- P3 DENOTES INST NO. 311379

I HEREBY CERTIFY THAT :

- THIS PLAN AND SURVEY ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, SURVEYORS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 28th DAY OF MAY 2001.

DATED : June 26/01

R.G. BENNETT
ONTARIO LAND SURVEYOR

FROM THE OFFICE OF

R. G. BENNETT SURVEYING LTD.
ONTARIO LAND SURVEYOR

BROCKVILLE, ONTARIO (613)498-0298 FAX (613)498-3218

SCALE:	FIELD WORK:	DRAWN :	CHECKED :	ACAD FILE	JOB NO.	REF. NO.
1"=20'	R.G.B.	D.G.	R.G.B.	RGBD897	1064	1064

Second floor drawing.

