



PLANNING ADVISORY/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE AGENDA

On August 26, 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: 2864 423 7696

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	
	Minutes of July 25, 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 APPLICATION	
	DP2025-11 – 105 Oak Street – STA Class II – Sauve/Baskin	Motion
	CONSENT APPLICATION	
	B2-2025 – 200 Maple Street North – Hall/Rocky Acres Estates Inc.	Motion
8.	Correspondence/Other – None	
9.	Next Regular Meeting – Tuesday, September 23, 2025 at 6:00 PM	

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 ADVISORY/COMMITTEE OF ADJUSTMENT/PROPERTY STANDARDS COMMITTEE MEETING MINUTES

Tuesday, July 22, 2025 @ 6:00 PM
In Person and Via Webex Teleconference Meeting

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
Acting Chair:	Brian Brooks	Brenda Guy, Mgr of Plan/Dev
Members:	Councillor Anne-Marie Koiner	Trudy Gravel, Assistant Planner
	Lynda Garrah	
	Emery Groen	
	Neil McCarney	
	Kathy Warren, on-line	
Regrets:	Councillor Colin Brown	
	Jana Miller	

1.	Call Meeting to Order
	Acting Chair Brian Brooks called the meeting to order at 6:03 PM
2.	Adoption of the Agenda
	PAC-COA-PSC Motion #2025-20 Moved by: Lynda Garrah Seconded by: Emery Groen BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE ADOPT THE AGENDA DATED JULY 22, 2025. - CARRIED
3.	Disclosure of Pecuniary Interest & General Nature Thereof – None.
4.	Adoption of Minutes
	PAC-COA-PSC Motion #2025-21 Moved by: Brian Brooks Seconded by: Jana Miller BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE ADOPT THE MINUTES DATED JUNE 24, 2025. - CARRIED

5.	Public Question/Comments – None
6.	Unfinished Business Official Plan Staff have a meeting schedule with MMAH, JL Richards & Associates and Watson & Associates Economists Ltd. on the PPS2024 requirements for population projections. A meeting with JL Richards (consultants on OP). The population projections will additionally be used with other current Town projects; Stormwater Management and Sanitary Master Plan.
7.	Reports/New Business
	DEVELOPMENT PERMIT APPLICATIONS
	1. DP2025-10 – 116-118 King Street East – Class III Development Permit
	Owner Ryan Chartrand was in attendance in Council Chambers. Development Permit application DP2025-10 is to convert one residential unit with 1-bedroom in an upper storey commercial building to a Short-Term Accommodation. The owner of the building additionally operates a commercial business on the first floor and currently resides in the second residential unit in the upper storey. The property is designated General Commercial in the Official Plan Commercial Traditional Core in the Development Permit By-law. Two parking spaces are located at the rear of the building. One parking space is being allocated to the Short-Term Accommodation and one for the existing apartment. The proposal is compliant with the policies of the Official Plan and Development Permit By-law. Committee Members had questions pertaining to the purpose of the ground floor business, licensing requirements of the Short-Term Accommodation and how entry/exits are gained into the two residential units. PAC-COA-PSC Motion #2025-22 – DP2025-10 – 116-118 King Street Moved by: Lynda Garrah Seconded by: Neil McCarney BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE recommends to Council that they have no objection to application DP2025-10 (Chartrand/Vernelli) at 116-118 King Street East 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 subject to the following conditions: • 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. - CARRIED
8.	Correspondence/Other - None
9.	Regular Meeting: Tuesday, August 26, 2025 @ 6:00 pm
10.	Questions From the Media – None
11.	Adjournment PAC-COA-PSC Motion #2025-23 Moved by: Emery Groen BE IT RESOLVED THAT PAC/COA/PSC ADJOURN THE TUESDAY, JULY 22ND 2025 MEETING AT 6:22 PM. - CARRIED
Colin Brown, Chair Brenda Guy, Committee Secretary	

10.	Questions From the Media	
11.	Adjournment	Motion

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PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, AUGUST 26, 2025

SUBJECT: DP2025-11 – 105 OAK STREET
CLASS II DEVELOPMENT PERMIT

Background:

Property: 105 OAK STREET

Legal Description: PLAN 86 PT LOT 391 GAN R W/S

Official Plan: RESIDENTIAL

Development Permit: RESIDENTIAL

Lot Coverage: 35% MAXIMUM

Purpose and Effect:

To permit a duplex in an existing single detached family dwelling addressed as 105 Oak Street. The request is seeking relief for the reduction in the maximum lot frontage from 18m to 12.2m, maximum lot size from 557m² to 445.9m² and the reduction in parking from the required 4 parking spaces to 2 parking spaces for a duplex.

Background:

The subject property contains an existing two storey detached residential dwelling with attached garage accessible from Oak Street. The property is adjacent existing single family dwelling units which surround the site.

The intent is to legalize a two bedroom unit on the ground floor and a separate two bedroom unit on the second floor. Access to the ground floor unit will be from an existing side door of the garage on the ground floor and the entrance into the second storey unit will be via a staircase at the northern interior side yard of the building.

The area of the existing garage has been reduced to accommodate for additional floor area of the first floor dwelling unit. The parking of vehicles cannot be accommodated for in the existing garage with the reduced floor area. The remaining area of the garage will be used for the ground floor dwelling unit.



View of the front of the existing dwelling

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-planning-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

2.2 Housing

1. Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area* by:
 - b) permitting and facilitating:
 1. all *housing options* required to meet the social, health, economic and well-being requirements of the current and future residents, including *additional needs housing* and needs arising from demographic changes and employment opportunities; and

Settlement Areas and Settlement Area Boundary Expansions

2.3.1 General Policies for Settlement Areas

Settlement areas shall be the focus of growth and development.

2.4 Strategic Growth Areas

2.4.1 General Policies for Strategic Growth Areas

1. Planning authorities are encouraged to identify and focus growth and development in *strategic growth areas*.

2. To support the achievement of *complete communities*, a range and mix of *housing options*, *intensification* and more mixed-use development, *strategic growth areas* should be planned:
 - a) to accommodate significant population and employment growth;
 - d) to support *affordable*, accessible, and equitable housing.
3. Planning authorities should:
 - c) permit *development* and *intensification* in *strategic growth areas* to support the achievement of *complete communities* and a *compact built form*;

COMMENT:

The proposal is in keeping with the direction of the Province as a housing option. The duplex provides affordable housing within an existing serviced built-up residential neighbourhood. No additions are proposed to the exterior of the existing building as all work will be undertaken within the existing residential dwelling. The property has existing municipal services provided to the dwelling.

OFFICIAL PLAN:

The subject property is designated Residential within the Official Plan.

Goals and Objectives (3.2.1)

The goal of the Residential designation is to promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community while providing opportunities to develop new residential uses in mixed use buildings as well as non-residential neighbourhood components such as schools, community facilities, places of worship, parks and local commercial uses.

The application is consistent with the following objectives of the Residential designation:

- Promote and support development which provides for affordable, freehold and/or rental housing with a full range of density types;
- Ensure that land use policies and zoning do not establish barriers to a more balanced supply of housing;
- Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of architectural design and density;
- Encourage housing opportunities that are in proximity to work, shopping, and recreation to reduce the need to drive and encourage walking and cycling;
- Promote and support the protection of urban street trees in general and of heritage trees in particular.

Permitted Uses (3.2.2.1)

Permitted residential uses shall include a full range of dwelling types from low density single-detached dwellings to high density apartment dwellings.

Residential Density and Affordable Housing (Section 3.2.2.8)

A full range of housing densities are permitted within this designation where character and quality of residential neighborhood will be maintained.

Housing Supply and Affordability (Section 3.2.2.10)

Densification is to be encouraged where appropriate to provide an appropriate housing mix.

COMMENT:

The proposal is consistent with the overall intent, goals and objectives of the Residential designation of the Official Plan and provides additional affordable housing supply. The duplex will be contained within the existing structure and is compatible with surrounding uses in terms of architectural design and density as all proposed work will be contained within the original structure. No additions are proposed.

Development criteria will be addressed within the Development Permit By-law review.

DEVELOPMENT PERMIT:

The subject property is designated Residential within the Development Permit By-law. The intent of the designation is to provide respectful and appropriate development and infill that considers the design criteria.

Site Provisions (5.3.2)

The following site provisions are based on the primary use of a duplex dwelling.

Site Provision	Requirements	Existing/Proposed
Lot Area	557 m ²	445.9 m ² – relief req'd
Lot Coverage (maximum)	35%	29%
Lot Frontage	18 m	12.2 m – relief req'd
Front Yard Setback	6 m	11.6m
Exterior Yard Setback	4.5 m	n/a
Interior Side Yard (east)	1.2 m	1.8 m
Interior Side Yard (west)	1.2 m	2.4 m
Rear Yard Depth	7.5 m	< 7.5 m
Building Height (max)	11 m	existing

Location of Parking Spaces

Where parking spaces are provided for the exclusive use of a triplex, duplex, single detached or semi-detached dwelling, the driveway and parking spaces shall not cover more than 50% of the front yard or exterior side yard area.

Parking and Storage of Vehicles (3.32)

Section 3.32 of the by-law requires that two parking spaces be provided per residential duplex unit. Parking spaces are required to be 2.7m wide by 6.0m long. Based on this calculation, four parking spaces are required.

COMMENT:

The proposal is to convert the existing residential dwelling to a duplex. A duplex is defined as a building divided horizontally into two (2) dwelling units, each which has an independent entrance either directly from the outside or through a common vestibule. The entrance for the duplex to each unit will be through a common entrance along the northern interior side yard.

The garage as shown on the plans is considered a storage area for the first floor unit as it no longer meets the depth requirements to accommodate a vehicle.

The applicant is proposing to reduce the number of parking spaces from four to two which will comply with the required 50% coverage of the front yard in the residential designation.

Relief is being requested for the reduction of the lot frontage and lot area for a duplex. There will be no impact to the adjacent properties as there are no additions proposed to the existing structure.

CIRCULATION TO AGENCIES

Circulation of 120 m to adjacent property owners and prescribed agencies (comments received to date):

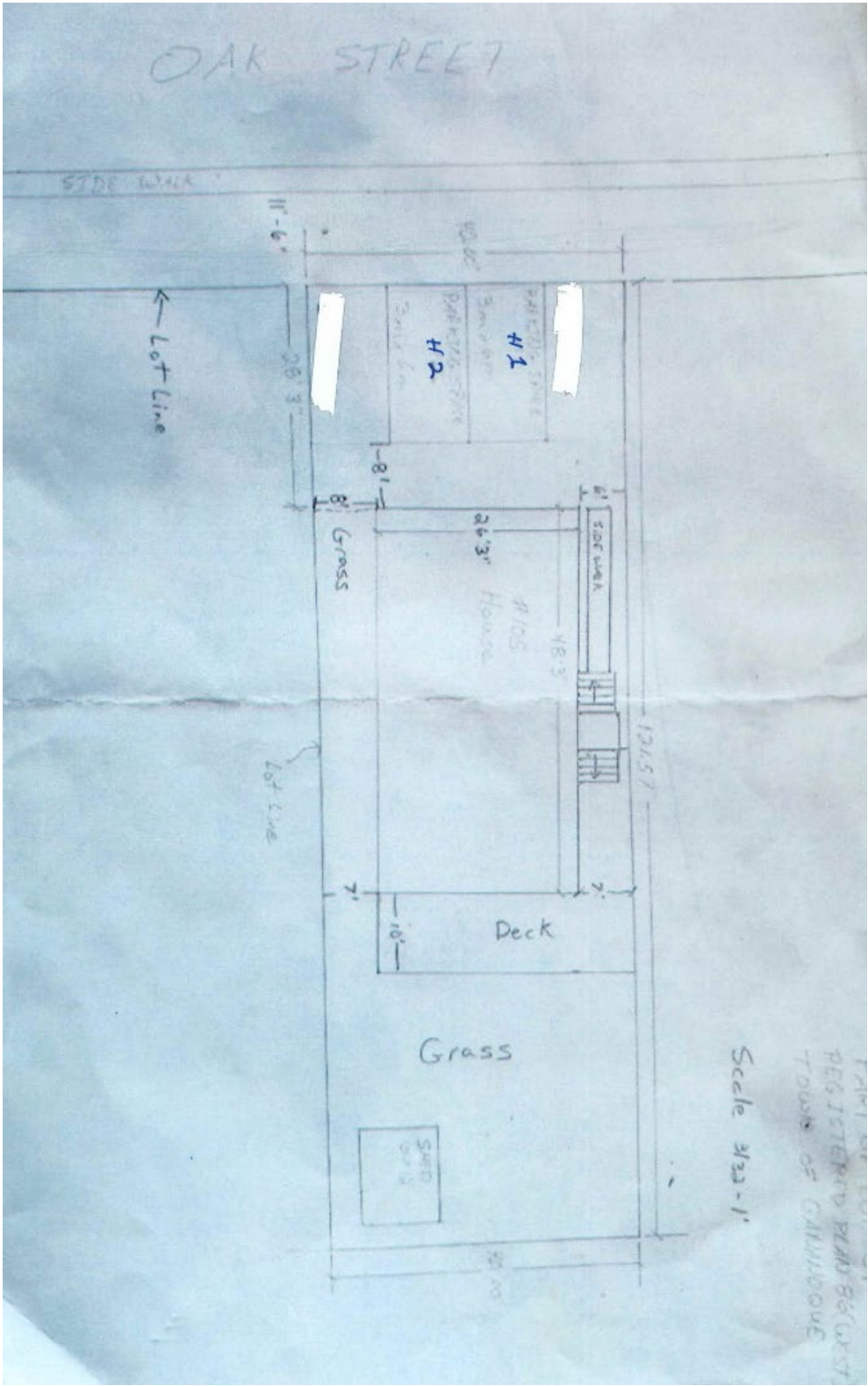
CAO	
Chief Building Official	
CRCA	No comments
School Boards: CDSBEO/UCDSB	
Utilities/Public Works: Bell Canada/Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	Utilities/PW: The alteration will affect utility billing as the Town's By-law stipulates that a capital base fee applies to each separate unit. It is acceptable for the building to continue operating with a single water meter for shared consumption. The owners may elect to install an additional water meter although there would be an additional cost. There would be benefits for monitoring individual usage and troubleshooting potential uses. A separate water meter can be obtained from the Town. Public Works do not require a lot grading plan as no changes are proposed to the grading of the lot.
EMS: Fire/LG Paramedic/Police	
St. Lawrence Parks Commission/ MTO/ Other Commenting Agencies	
Neighbourhood: Posting and 120m Circulation	A resident inquired about the status of the construction of the porch on the existing dwelling and parking configuration.

Staff have no objection to application DP2025-11 (Baskin) at 105 Oak Street to permit a duplex within the existing two-storey single detached dwelling and provide relief for the reduction in the lot frontage from 18m to 12.2m, a reduction in lot size from 557m² to 445.9m² and a reduction from 4 parking spaces to 2 parking spaces subject to the following conditions:

- Owner obtain approvals from Public Works/Utilities Department for water and sewer services in accordance with the Urban Service Requirements,
- All costs associated with fulfilling the conditions of this decision are borne by the Owner, and
- The Owner fulfill all conditions within one year of this approval or the application will lapse.

APPROVAL	
	Trudy Gravel, Assistant Planner Brenda Guy, Manager of Planning and Development

Site Plan of 105 Oak Street



NOTICE OF MEETING Proposed Class II Development Permit

TAKE NOTICE that the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, AUGUST 26, 2025 at 6:00 P.M.** via **TELECONFERENCE*** and **IN-PERSON** in the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 KING STREET EAST to consider following 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-august-26-2025> prior to the meeting.

File No. **DP2025-11**

APPLICANT: **DON SAUVE**
OWNER: **TRICIA BASKIN**

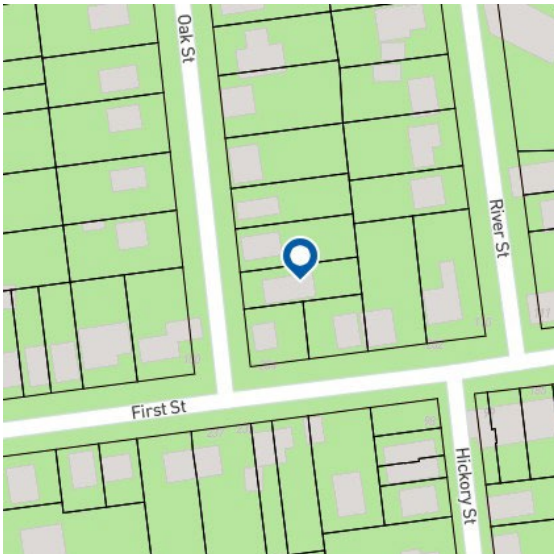
The property municipally and legally described as
105 OAK STREET
PLAN 86 PT LOT 391 GAN R W/S TOWN OF GANANOQUE

has applied to the Town of Gananoque for a Development Permit to
**PERMIT A DUPLEX IN THE EXISTING SINGLE FAMILY DWELLING AND
REQUEST RELIEF FOR THE REDUCTION IN LOT FRONTAGE (18m – 12.2m),
LOT SIZE (557m² – 445.9m²) AND PARKING (4 – 2 PARKING SPACES)**

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.

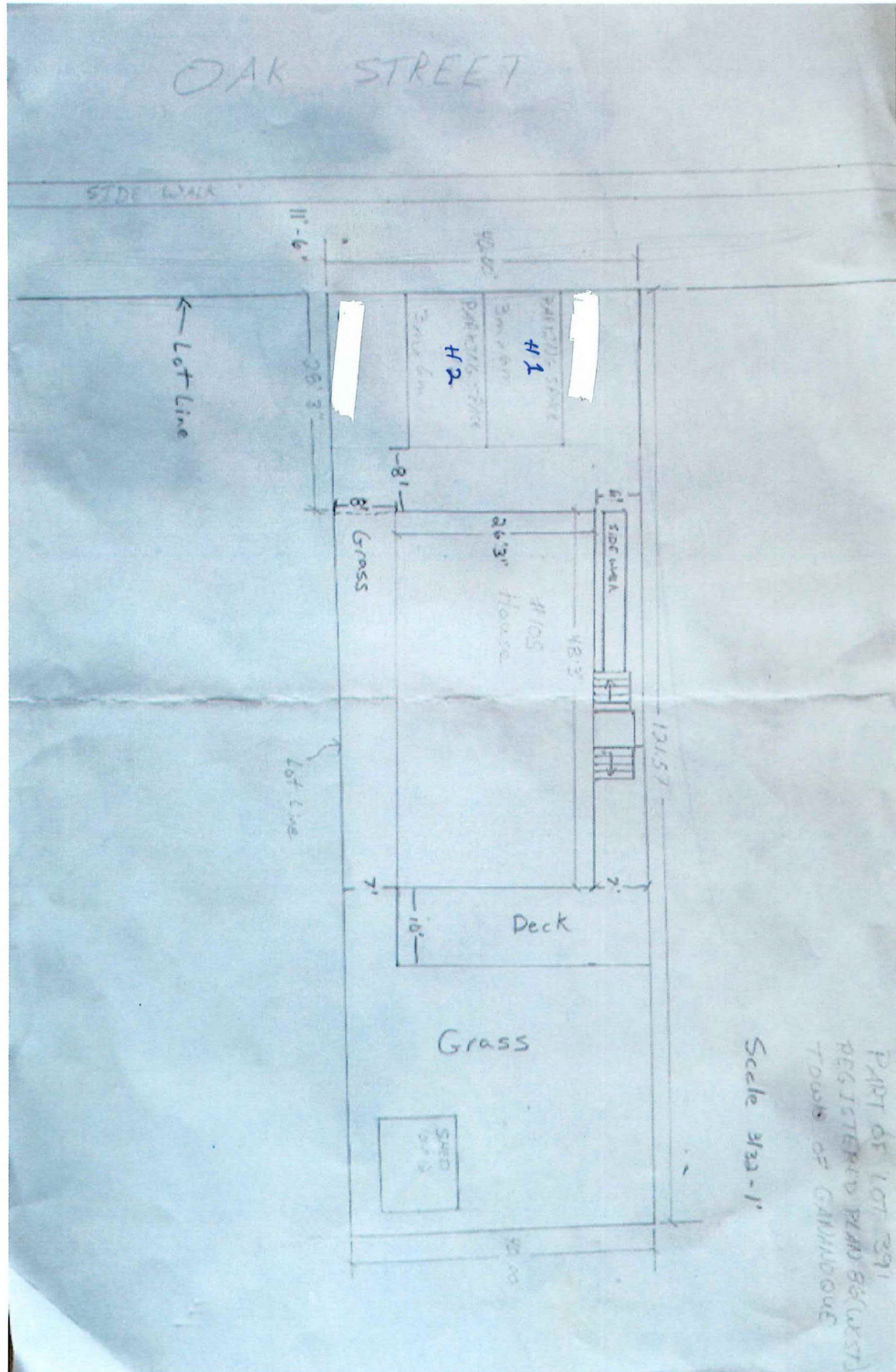
Note: Only the applicant of a development permit has a right to appeal a decision or non-decision on an application to the Ontario Land Tribunal where the application meets the requirements established through the official plan and development permit by-law.



DATED this 7TH day of AUGUST 2025

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

Site Plan



DP 20 25 / 11**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 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:

- ☒ Complete application form signed including declaration of applicant.
- ☒ Copy of the deed of property or offer to purchase and sale
- ☒ Copy of the most recent survey of the subject property
- ☒ Two (2) large scale copies of all plans being submitted, two reduced 8.5" x 11" of each plan and one electronic copy in pdf format. Plans are to be in a standard scale format (1:250 1:500)
- ☒ Application fee payable to the Town of Gananoque:
Class I \$500 Class II \$1,500 Class III \$1,700
Amendment to Class I, Class II or Class III \$700
- ☒ Deposit fee in the amount of \$2,000 payable to the Town of Gananoque for any peer reviews of background studies – Class II/Class III applications
- ☒ Separate cheque payable to Cataraqui Region Conservation Authority, if applicable. See fee schedule. Clearance letter will be required by the Town.

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: Don Sauve	Complete Address including Postal Code: 1768 McIntyre Rd Both On. K0H 1G0	Phone: 613 876 4513 Fax: _____ E-mail: don.jr.sauve@hotmail.com
Name of Property Owner (if different than applicant): Tricia Baskin (Winger)	Complete Address including Postal Code: 105 Oak Street Gananoque On K7G 2R3	Phone: 613 876 7327 Fax: _____ E-mail: bananesplitz7223@gmail.com
Architect/Designer/Planner: N/A	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Engineer: N/A	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____
Ontario Land Surveyor: N/A	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____

Street or Property Address (if applicable):

105 Oak St.**LEGAL DESCRIPTION**Lot/Con/Plan: **Plan 86 Lot 391**

Frontage: 38' 10"	Depth: 129' 1"	Area (sq.m): 465.	Area (acres): 0.115
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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:
- o Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale);
 - o Dimensions and areas of the site including existing natural and artificial features i.e: buildings, watercourses, wetlands, woodlands.
 - o Dimensions and gross floor area of all building and structures to be erected;
 - o Existing structures to be retained, removed or relocated;
 - o Distances between lot lines and the various buildings, structures, parking areas, driveways and other features;
 - o Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches;
 - o 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.
 - o Access driveways including curbing and sidewalks
 - o Proposed fire routes and fire route sign locations
 - o Dimensions and locations of loading zones, waste receptacles and other storage spaces;
 - o 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;
 - o Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41;
 - o Location, type and size of any other significant features such as fencing, gates and walkways.
- ☒ **Drainage Plan(s)** including scaled accurate measurements of:
- o 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:
- o 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:
- o 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:
- o Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic;
 - o Location of any creeks, ravines or watercourses with elevations and contours;
 - o Arrows indicating the proposed direction of flow of all surface water;
 - o Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts
 - o Existing and/or proposed right-of-ways or easements
- ☐ **Elevation and Cross-Section Plan(s)** including scale accurate measurements of:
- o Drawings that show plan, elevations and cross section views for each building or structure to be erected;
 - o Conceptual design of building;
 - o Relationship to existing buildings, streets and exterior areas to which members of the public have access to;
 - o Exterior design including character, scale, appearance and design features of the proposed building;
 - o Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities designed to have regard for accessibility
 - o 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:

☐ Servicing options report	☐ Phase I Environmental Study and if investigation as required
☐ Hydrogeological Study	☐ Noise and/or vibration study
☐ Drainage and/or stormwater management report	☐ Source Water protection study
☐ Environmental Impact Assessment for a natural heritage feature or area	☐ MDS I or II calculation
☐ Archaeological Assessment	☐ Minimum Separation distance calculation for an industrial use or a waste management facility
☐ Influence area study for development in proximity to a waste management facility or industrial use	☐ Confirmation of sufficient reserve sewage system capacity and reserve water system capacity
☐ Traffic Study	☐ Vegetation Inventory and/or Tree Preservation Plan
☐ Heritage Resource Assessment	☐ Supporting Land Use Planning Report
☐ Mine hazard rehabilitation assessment	

Existing Use(s): <u>Residential</u>	
Length of time the existing use of the subject lands have continued:	
Has the property been designated as a Heritage Site?	☐ Yes ☒ No
Is the property presently under a Site Plan Agreement?	☐ Yes ☒ 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?	
☐ Yes ☒ No	
If yes, provide the file number and the status of the application?	
Proposed Use(s): <u>Residential Duplex</u>	
Is the Use permitted or permitted subject to criteria as set out in the development permit by-law and how have the applicable criteria have been addressed? <u>Turning a single dwelling into a duplex divided horizontally, upstairs untouched. Downstairs, removing a partition wall and installing</u>	
Is a variation requested? Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law.	
<u>Yes. - lot Footage From 18.7 to 12.2m - lot size From 557m² Kitchen to 445.9m² For duplex</u>	
Abutting Land Use(s): <u>Residential</u>	
Is the Development to be phase?	☐ Yes ☒ No
What is the anticipated date of construction?	
Is the land to be divided in the future?	
<u>No.</u>	
Are there any easements, right-of-ways or restrictive covenants affecting the subject land? ☐ Yes ☒ No	

Plan Details:			
☒ Residential	☐ Commercial	☐ Industrial	☐ Institutional
Lot Area:	Building Coverage:	Landscape Coverage:	
<u>465</u> (sq.m)	<u>25</u> (%)	<u>75</u> (%)	
	<u>116.9</u> (sq.m)	<u>348.1</u> (sq.m)	
Building Height:	No. of Storeys:	No. of Units:	Method of Garbage Storage:
	<u>2</u>	<u>2</u>	<u>Garage</u>
Parking Surface:	Number of Parking Spaces:	Dimensions of Parking Spaces:	Number of Accessible Spaces:
Existing: <u>134m²</u>	Existing: <u>4</u>	<u>3m x 6m</u>	<u>0</u>
Proposed: <u>134m²</u>	Proposed: <u>2</u>		
	Total: <u>2</u>		
Loading Spaces:	Number of Loading Spaces:	Dimensions of Loading Spaces:	Other:
	<u>0</u>	<u>0</u>	<u>0</u>

Heritage Tourist Inn/Bed and Breakfast:			
Is this an application for a Heritage Tourist Inn?	Number of Guest Rooms:	Is this an application for a Bed and Breakfast?	Number of Guest Rooms:
☐ Yes ☒ No	☐ 1 ☐ 2 ☐ 3 ☐ 4	☐ Yes ☒ No	☐ 1 ☐ 2 ☐ 3
	☐ 5 ☐ 6 ☐ Other		☐ Other
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.			

EXISTING BUILDINGS:		Building 1	Building 2
	Type of Structure	Dwelling	shed
	Date Constructed:		
	Front Line Setback:	38' 2"	114'
	Rear Lot Line Setback:	46' 8"	4'
	Side Lot Line Setback:	6'	4' 8"
	Side Lot Line Setback:	7'	22' 3"
	Height:		10
	Dimensions:	26' 1" x 48' 3"	12' 2" x 14' 9"
	Floor Area:	1258 Ft ²	177 Ft ²
PROPOSED BUILDINGS:		Building 1	Building 2
N/A	Type of Structure:		
	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			

Access:

☒ Municipal Street
 ☐ Unopen Road Allowance
 ☐ Existing Right-of-way
 ☐ Other _____

Name of Street/Road: 105 Oak St

Entrance Approvals and Permit Number(s):

If the application will result in the creation of a new private road, a request for street naming will have to be submitted in conjunction with this application, to be approved by Council.

Water Access (where access to the subject land is by water only)

Docking Facilities (specify)

Parking Facilities (specify)

distance from subject land _____

distance from subject land _____

distance from nearest public road _____

distance from nearest public road _____

Services:

☒ Municipal Water and Sewer
 ☐ Municipal Water & Private Sewage
 ☐ Private Well and Municipal Sewage
 ☐ Private Well and Private Sewage

Water and Sewer Hook-up Approvals and Permit Number(s):

AUTHORIZATION BY OWNER

I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize

Donald Sauve (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 the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purposes of conducting a site inspection with respect to the attached application.

<u>Tricia Baskin</u> Owner Name (Please Print)	Owner Name (Please Print)
<u>Tricia Baskin</u> Signature of Owner	<u>Aug 28, 2024</u> Signature of Owner
Signature of Witness (not applicant)	Date

CONSENT BY OWNER

Complete the consent of the owner concerning personal information set out below.

I/We, Tricia Baskin, 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.

<u>Tricia Baskin</u> Signature of Owner	Signature of Owner
Signature of Witness (not applicant)	<u>Aug 28, 2024</u> Date

DECLARATION OF APPLICANT

I, Donald Sauve of the town of Bath in the province of Ontario 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.

Furthermore, I, being the applicant of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

Brenda Jessie Gourkink-Guy,
Commissioner, etc.,

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 Town of Gananoque
for the Corporation of the Town of Gananoque
day of August, 2024.
Expires August 16, 2027.
Signature of a Commissioner, etc.

[Signature]
Signature of Applicant

Office Use Only:		Roll No: <u>010 40700</u>
Official Plan Designation: <u>Residential</u>	Development Permit Designation: <u>Residential</u>	Other:
Access (Entrance Permits etc): <u>n/a</u>	Water and Sewer Hookup (Permits etc):	Other:
Other Concurrent Applications: ☐ Cash-in-Lieu of Parking ☐ Condominium Approval ☐ Consent/Severance	☐ Official Plan Amendment ☐ Subdivision Approval	
Date Application Received: <u>August 27/2024</u>	Date Application Deemed Complete: <u>July 30, 2025</u>	Fees Received: <u>Pd. Aug 27/2024</u>

For additional details please contact: Brenda Guy, Manager of Planning and Development
Town of Gananoque, 30 King Street East, Box 100, Gananoque, ON K7G 2T6
Telephone: (613) 382-2149 ext.1126 Fax: (613) 382-8587 E-mail: bguy@gananoque.ca

Pd July 30/25

105 oak st

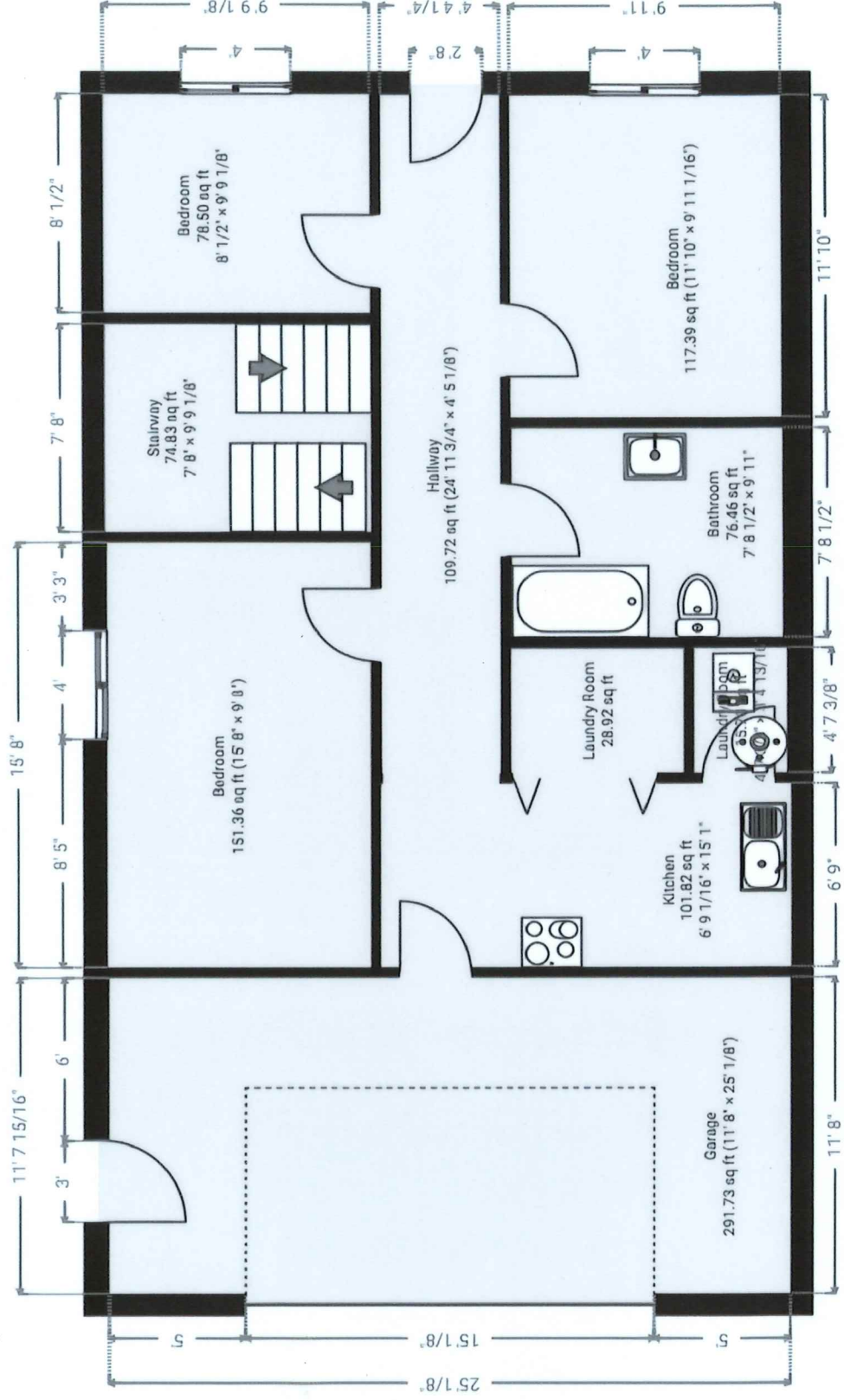
105 Oak Street, K7G 2R3 Gananoque, Ontario, Canada

TOTAL AREA: 3223.63 sq ft • LIVING AREA: 2640.16 sq ft • FLOORS: 3 • ROOMS: 25



▼ Ground floor (current)

TOTAL AREA: 1045.84 sq ft • LIVING AREA: 754.11 sq ft • ROOMS: 10



105 oak st

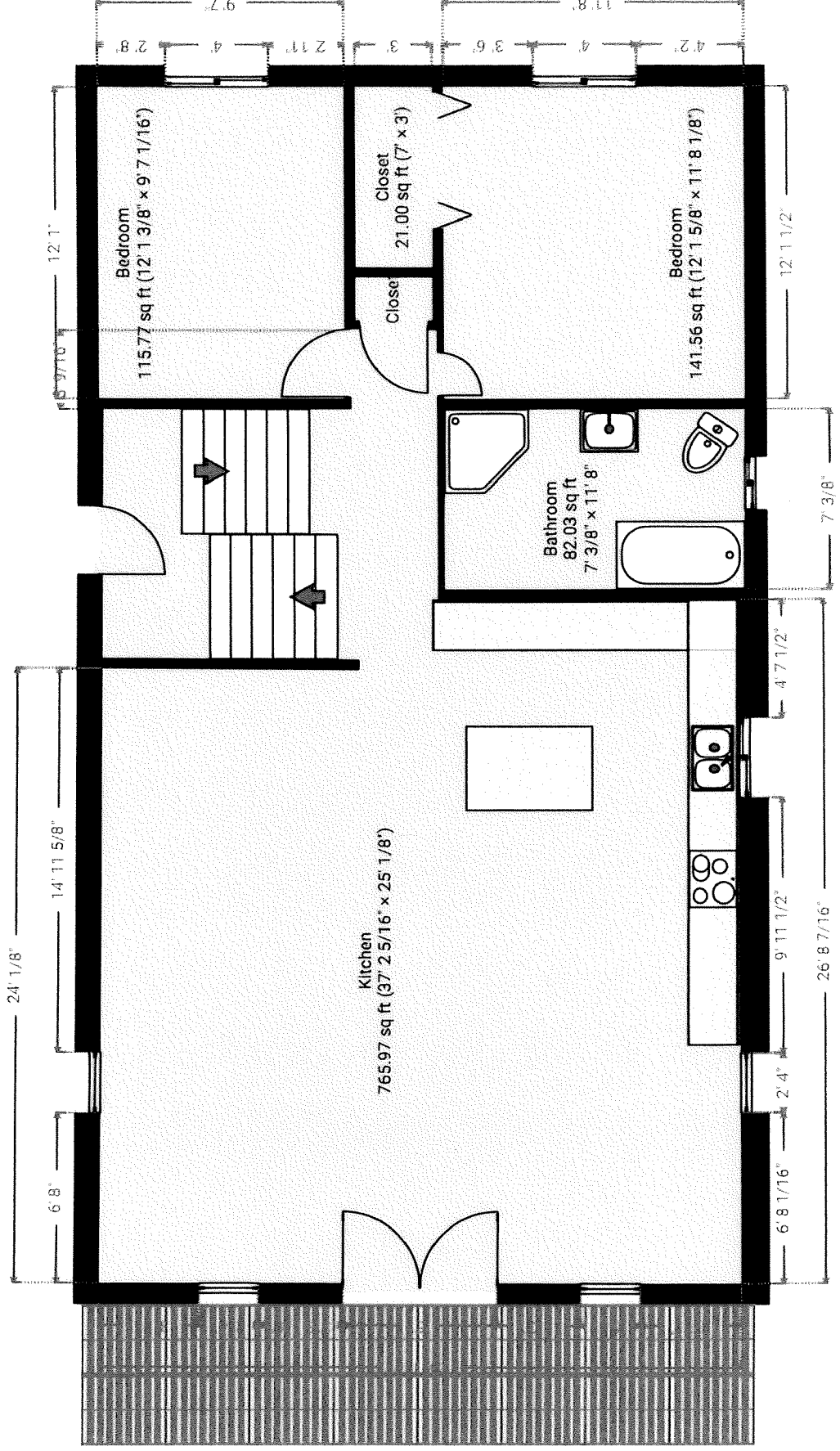
105 Oak Street, K7G 2R3 Gananoque, Ontario, Canada

TOTAL AREA: 3223.63 sq ft • LIVING AREA: 2640.16 sq ft • FLOORS: 3 • ROOMS: 25



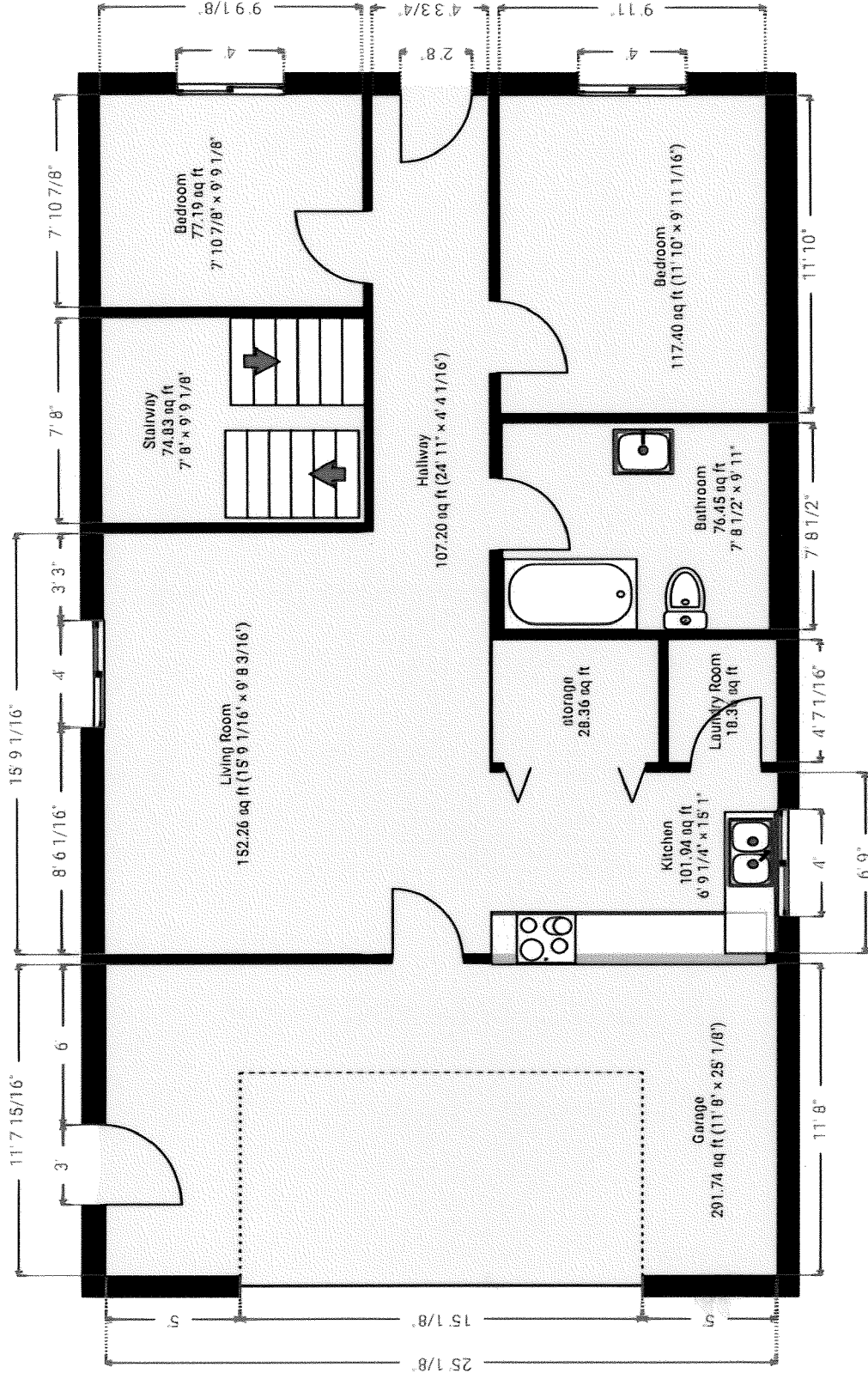
▼ 2nd floor (untouched)

TOTAL AREA: 1130.91 sq ft • LIVING AREA: 1130.91 sq ft • ROOMS: 6



▼ Ground floor (proposed)

TOTAL AREA: 1045.07 sq ft • LIVING AREA: 753.33 sq ft • ROOMS: 10



THIS FLOOR PLAN IS PROVIDED WITHOUT WARRANTY OF ANY KIND. SENSOPIA DISCLAIMS ANY WARRANTY INCLUDING, WITHOUT LIMITATION, SATISFACTORY QUALITY OR ACCURACY OF DIMENSIONS.

0' 4' 8' 12' 1:97
Page 1/2

PLANNING REPORT

TO: COMMITTEE OF ADJUSTMENT
FROM: PLANNING AND DEVELOPMENT
MEETING DATE: TUESDAY, AUGUST 26, 2025
SUBJECT: CONSENT APPLICATION – LOT CREATION
B2-2025 – 200 MAPLE STREET NORTH

Background:

PROPERTY: 200 MAPLE STREET NORTH
LEGAL DESC: PLAN 86 LOTS 65 66 PT LOTS G;2 3 64 PT SECOND ST
RP; 28R10380 PT PART 1
ACREAGE: 29.6 HA (73.09 ACRES)
OFFICIAL PLAN: RESIDENTIAL
DEVELOPMENT PERMIT: RESIDENTIAL
LOT COVERAGE: 35%

Purpose and Effect:

The request of the subject application at 200 Maple Street North is to sever the existing semi-detached dwelling from the surrounding vacant lands. The proposed severed lot will have a frontage of 18.3m (60 ft) and consist of 668.9m² (7,200ft²). The retained vacant parcel will consist of 29.53 ha (72.97 acres) and will have a frontage of 58m (190ft) along Maple Street North and frontage along Beaver Road consisting of 229m (751ft).

An existing two storey semi-detached dwelling is located at 200 Maple Street North which was constructed in 2020 after the original farmhouse and barn were demolished on the property. The site has existing municipal services located at Maple Street North.

PROVINCIAL PLANNING STATEMENT:

The Provincial Planning Statement, 2024 (PPS) provides direction on matters of provincial interest pertaining to land use matters 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-planning-statement-2024>.

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 ...

2.2 Housing

1. Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area* by:
- b) permitting and facilitating:
1. all *housing options* required to meet the social, health, economic and well-being requirements of the current and future residents, including *additional needs housing* and needs arising from demographic changes and employment opportunities; and

2.3 Settlement Areas and Settlement Area Boundary Expansions

2.3.1 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*.

2.4 Strategic Growth Areas

2.4.1 General Policies for Strategic Growth Areas

1. Planning authorities are encouraged to identify and focus growth and development in *strategic growth areas*.
2. To support the achievement of *complete communities*, a range and mix of *housing options*, *intensification* and more mixed-use development, *strategic growth areas* should be planned:
- a) to accommodate significant population and employment growth;
- d) to support *affordable*, accessible, and equitable housing.
3. Planning authorities should:
- c) permit *development* and *intensification* in *strategic growth areas* to support the achievement of *complete communities* and a *compact built form*;

3.1 General Policies for Infrastructure and Public Service Facilities

1. *Infrastructure and public service facilities* shall be provided in an efficient manner while accommodating projected needs.

3.6 Sewage, Water and Stormwater

2. *Municipal sewage services* and *municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety.
7. Planning authorities may allow lot creation where there is confirmation of sufficient *reserve sewage system capacity* and *reserve water system capacity*.
8. Planning for stormwater management is summarized as follows:
Coordinate stormwater planning with sewage and water services, aiming for efficient, cost-effective, and adaptable infrastructure that reduces runoff, erosion, and pollution, while safeguarding health, safety, and the environment.
Maximize green and permeable surfaces, use low-impact designs, conserve water, and align with broader municipal and watershed-scale plans to manage cumulative impacts.

COMMENT:

The Provincial Planning Statement includes policies which indicate that settlement areas shall be the focus of growth and development. The subject property is located within a settlement area and is connected to existing municipal services. The new lot accommodates for an existing semi-detached dwelling and the retained lot would provide for potential housing options.



View of the existing semi-detached dwelling at 200 Maple Street North

OFFICIAL PLAN:

The subject property is designated Residential within the Official Plan.

The goal of this designation is to promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community while providing opportunities to develop new residential uses in mixed use buildings as well as non-residential neighbourhood components such as schools, community facilities, places of worship, parks and local commercial uses.

The objectives of the Residential designation include to:

- Promote and support development which provides for affordable, freehold and/or rental housing with a full range of density types;
- Designate a sufficient supply of land to meet the Town's residential requirements;
- Ensure that land use policies and zoning do not establish barriers to a more balanced supply of housing;
- Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of architectural design and density;
- Encourage housing opportunities that are in proximity to work, shopping, and recreation to reduce the need to drive and encourage walking and cycling.

Compatibility (3.2.2.4)

All new development, including infill residential development in existing neighbourhoods, maintains or enhances the surrounding area and is compatible with respect to built form, scale, urban design, intensity of use and streetscape.

Infill (3.2.2.5)

Infilling on registered lots where services are available shall be encouraged. Infill development shall be of the same scale and density as adjacent residential uses.

Servicing (3.2.2.6)

It is the long-term intent that all development in the municipality be on full municipal water and wastewater services.

Residential Density and Affordable Housing (3.2.2.8)

In order to ensure an appropriate mix of housing and to facilitate the provision of affordable housing, a full range of housing densities will be permitted.

Access (3.2.2.9)

Development shall be permitted only where safe, convenient access to a public road is available to ensure ready accessibility for school buses, ambulances, fire trucks, and other essential service vehicles. Access to individual lots shall be from internal local roads constructed to municipal standards and shall generally not be permitted from arterial or collector roads nor from existing back alleys. The creation of new lots which do not have sufficient frontage on a municipally owned and maintained road is not permitted.

Infrastructure (4.0)

Relating to infrastructure, it is an objective of the Plan under Section 4.0 "that water, waste water and stormwater will be managed in a fiscally and environmentally responsible manner".

Water, Waste Water and Stormwater Services (4.1.4)

Policy is summarized as follows:

1. The need to ensure that water and waste water infrastructure are properly maintained and expanded to meet growth and development priorities is crucial to the long term economic and environmental health of the municipality.

2. Development will not be encouraged where such development would result in, or could lead to, unplanned expansions to existing water and waste water infrastructures.
3. Development shall generally be directed to areas where water and waste water services can reasonably be extended.



Vacant lands to the north and west of the severed lot

Development Control (5.4.2 Consents)

It is the policy of this Plan that lot creation in excess of three lots, including the retained lot, from the original lot shall take place by Plan of Subdivision. For the purposes of this policy the original lot is defined as the lot as it existed as of the date of approval of the Official Plan. The Official Plan was adopted by the Ministry of Municipal Affairs and Housing on May 12, 2010.

The Official Plan outlines that the following criteria shall apply when considering consent applications. Applicable criteria to this application are summarized as follows:

1. The size, configuration and, where applicable, the soil structure of a proposed lot shall be appropriate for the long term provision of services and the applicant shall provide sufficient information to the consent authority to this effect.
2. The consent granting authority will ensure that there is sufficient capacity in existing water and waste water services.
3. All lots created shall have frontage on a public road with at least one side of the lot which physically abuts the public road.
4. The proposed lot shall be compatible with adjacent land uses and shall not result in a traffic hazard as a result of limited sight lines on curves or grades.
9. The lot being severed and the lot being retained shall conform to the provisions of this Plan and the implementing Zoning By-law.
10. A maximum of one new lot may be created per consent application.
11. In considering a consent, regard shall be had to, among other matters, the criteria of Section 51 (24) of the *Planning Act*, R.S.O. 1990 with necessary modifications.

COMMENT:

The severed lot is in keeping with the Official Plan policies for the residential designation and in-fill residential development policies as it is compatible with the existing residential neighbourhood and it located on existing municipal services on a year-round maintained street.

As per Section 5.4.2 a review of the previous consent applications, since adoption of the Official Plan confirms that two consent applications were approved by the Town since 2010.

- B4/20 to sever a lot for the newly constructed semi-detached was approved by the Committee but lapsed. Owner decided to demolish the original farmhouse.
- B5/20 to sever a lot to the south for the purposes of the draft approved Plan of Subdivision (Rocky Acres Phase IV) which was approved in October 2020 and extended in 2024.

DEVELOPMENT PERMIT BY-LAW:

The subject property is designated Residential within the Development Permit By-law. The intent of the Residential designation is to allow for a varied density of residential uses.

Uses (5.3.1)

Any proposed development would be subject to the provisions of the Development Permit By-law, including permitted uses. Permitted uses within the Residential designation include single-detached, semi-detached and duplex dwellings.

When considering a consent to sever, the approval authority should consider whether the newly created lot can accommodate permitted uses and ensure that the retained lot would continue to have compliance with the site provisions of the By-law. Any proposed development will be subject to the relevant sections of the Development Permit By-law.

Provision Single Detached Dwelling	Requirement	Retained Lot (vacant lands)
Lot Area	464 m ² (4995 ft ²)	29.5ha (72.9ac)
Lot Frontage	15 m (49 ft)	58m (190ft) Maple St. N. 229m (751 ft) Beaver Rd
Lot Coverage	35%	n/a
Front Yard Setback	6 m (19.6 ft)	n/a
Interior Side Yard Setbacks	1.2 m (3.9 ft)	n/a
Rear Yard Depth	7.5 m (24.5 ft)	n/a
Building Height	11.0m (36 ft)	n/a

Provision Semi- Detached Dwelling	Requirement	Severed Lot (existing #1 semi- detached dwelling)	Severed Lot (existing #2 semi- detached dwelling)
Lot Area	334 m ² (3595 ft ²)	334.5m ² (3 ,600 ft ²)	334.5m ² (3 ,600 ft ²)
Lot Frontage	9 m (29.5 ft)	9.14m (30ft)	9.14m (30ft)
Lot Coverage	35%	23.3%	23.3%
Front Yard Setback	6 m (19.6 ft)	9.21m (30.2 ft)	9.34m (30.6ft)
Interior Side Yard Setbacks	1.2 m (3.9 ft)	1.25m (4.1 ft) & na	2.07m (6.8 ft) & na
Rear Yard Depth	7.5 m (24.5 ft)	13.52m (44.4ft)	13.82m (45.3 ft)
Building Height	11.0m (36 ft)	existing	existing

Subject to consent approval, the applicant will be required to submit an updated survey for the existing semi-detached dwelling units to indicate compliance with the provisions of the Development Permit By-law site provisions.

There are no further requirements under the General Provisions of the By-law that apply to the consent application as there are no accessory structures, site alteration or vegetation removal.

It is noted that planning applications have not been submitted to date for the retained vacant lands. Future development of the retained lands will be required to comply with the provisions of the Residential designation and will be subject to planning applications and requirements and approval from the Town.

CIRCULATION AND COMMENT:

Circulation to property owners within 60 m of the property and prescribed agencies (comments received to date):

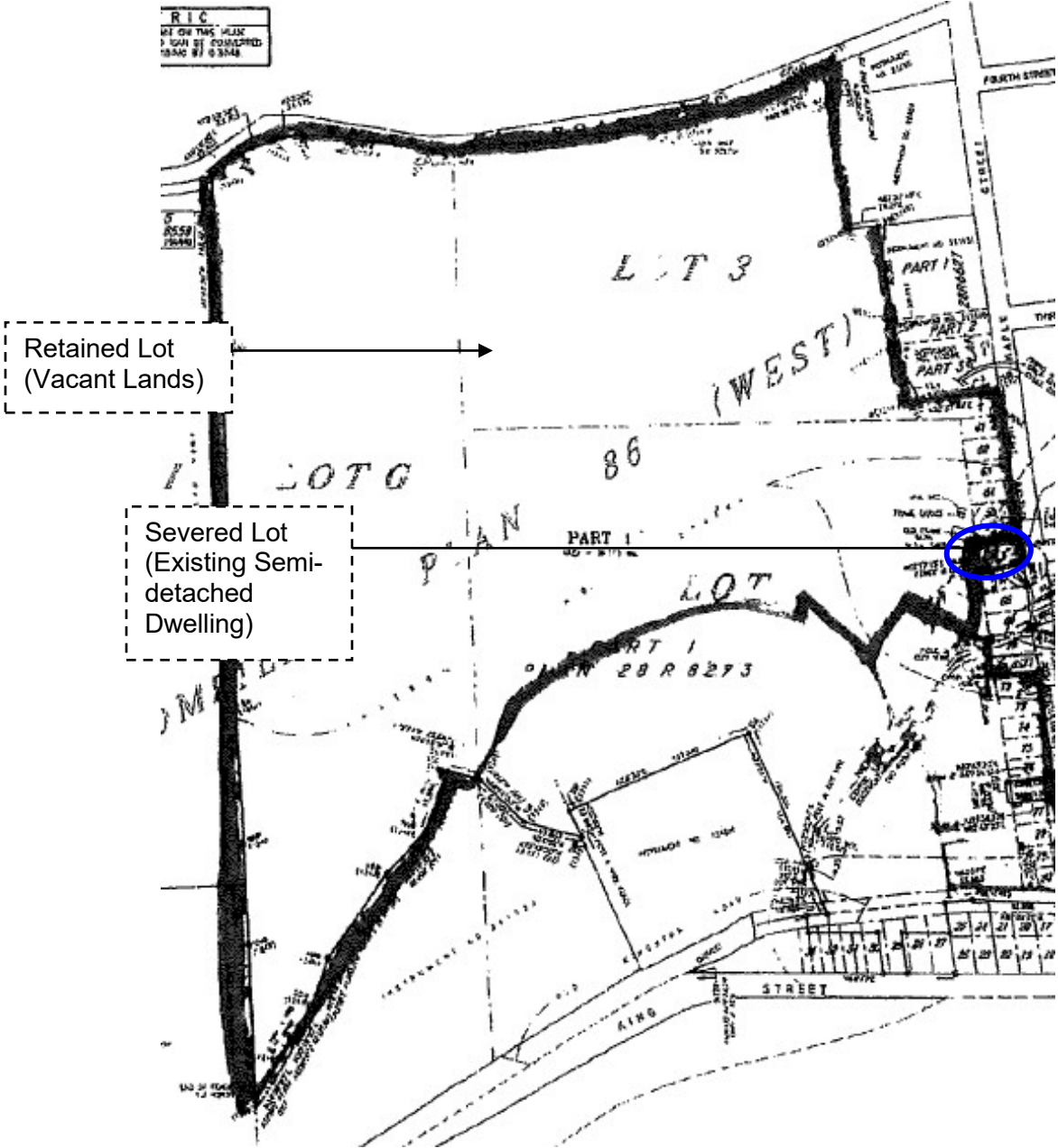
CAO	
Chief Building Official	
Cogeco	
School Boards: CDSBEO/UCDSB	
CRCA	No concerns or objections.
Utilities: Bell Canada/Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	
EMS: Fire/LG Paramedic/Police	
Public Works, Water/Sewer Utilities	No concerns from Utilities as the semi-detached has existing services. Public Works have indicated that they have no concerns at this time. If the retained lands are to be developed a lot grading plan, entrance permit and municipal consent will be required.
St. Lawrence Parks Commission/ MTO/ Other Commenting Agencies	
Neighbourhood: Posting and 60m Circulation	A resident inquired as to whether there were future plans for the vacant retained lands. The resident was informed that the Town has not received a planning application to date for the retained lands.

RECOMMENDATION:

Staff recommend to Committee of Adjustment that Consent Application B2-2025 for the creation of a new residential lot be approved provided the following conditions are met:

1. New deeds be prepared and submitted to the Town.
2. A reference plan be submitted for the severed property, to the satisfaction of the Town.
3. The balance of any outstanding taxes, including penalties and interest (and any local improvement charges) shall be paid to the Town of Gananoque, if required.
4. Payment of Cash-in-lieu of parkland is required for the new lot as set out in the Fees and Rates By-law.
5. All costs related to fulfilling the conditions are borne by the applicant.
6. All conditions of this decision be fulfilled and the documents presented to the Town for issuance of the Certificate of Consent within a period not to exceed 24 months from the date of decision.

APPROVAL	
	Trudy Gravel, Assistant Planner Brenda Guy, Manager of Planning and Development



Site Plan – 200 Maple Street North Subject to Consent Application



NOTICE OF PUBLIC MEETING Committee of Adjustment

TAKE NOTICE THAT the Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, AUGUST 26, 2025 at 6:00 P.M. in the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 KING STREET EAST** and via **TELECONFERENCE** using the number and access code provided on the meeting agenda to consider the following application for consent:

*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-august-26-2025> prior to the meeting.

FILE NO: **B2-2025**

OWNER: **ROCKY ACRES ESTATES INC.**

APPLICANT: **DWIGHT HALL**

The property municipally and legally described as

200 MAPLE STREET NORTH

PLAN 86 LOTS 65 66 PT LOTS G;2 3 64 PT SECOND ST RP; 28R10380 PT PART 1
TOWN OF GANANOQUE

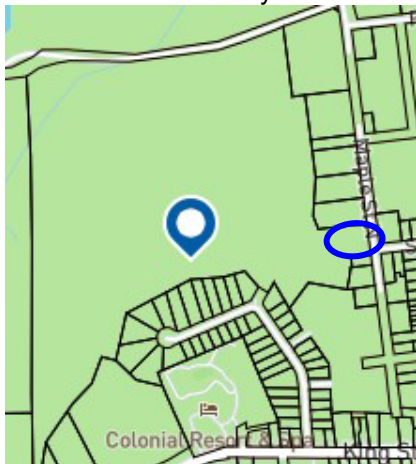
has applied to the Committee of Adjustment for the Town of Gananoque for consent to
**SEVER A PARCEL CONSISTING OF 668.9M² IN LOT AREA CONTAINING AN EXISTING SEMI
DETACHED DWELLING FROM A RETAINED VACANT LOT CONSISTING OF 295,331M²**

Additional information in relation to the proposed consent is available for inspection between 8:30 am and 4:30 pm in the Administration Offices at 30 King Street East, Gananoque, ON, or by contacting Trudy Gravel at assistantplanner@gananoque.ca or 613-382-2149 ext.1129.

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, you must make a written request to the Secretary-Treasurer of the Committee of Adjustment at the address below.

Anyone wishing to support or object to the above application may do so by advising the undersigned, in writing, of your support or objection before the hearing or by appearing, in person, at the hearing and your support or objection will be considered by the Committee when making their decision.

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give provisional consent, the Ontario Land Tribunal may dismiss the appeal.



DATED this 7th day **AUGUST 2025**

Brenda Guy
Manager of Planning and Development
Secretary-Treasurer, Committee of Adjustment

Town of Gananoque
30 King Street East
Gananoque, ON K7G 1E9

SITE PLAN



Site Plan – 200 Maple Street North Subject to Consent Application



**APPLICATION FOR CONSENT
COMMITTEE OF ADJUSTMENT FOR THE TOWN OF GANANOQUE**

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.**

- ☒ Complete application form signed including declaration of applicant
- ☒ Copy of the deed of property or offer to purchase and sale
- ☐ Application fee as per By-law No. 2025-15 General Fees and Rates payable to the Town of Gananoque
- ☒ Copy of the most recent survey of the subject property
- ☒ One copy of the subject property showing the boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained. Plans are to be in a standard scale format (1:250 1:500)
- ☐ One copy, if applicable, of the property to whom the lands will be transferred to *N/A*
- ☒ One copy of the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
- ☒ Consent Application may be subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority, in the amount of \$390. The Town of Gananoque recommends that you consult with a Conservation Authority Officer prior to making application

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: <i>DWIGHT HALL</i>	Complete Address including Postal Code: 	Phone: <i>613 541. 8169</i>
	E-mail: <i>deweyhall@gananoque.ca</i>	
Name of Property Owner (if different than applicant): <i>ROCKY ACRES ESTATES INC.</i>	Complete Address including Postal Code: <i>439 KING ST. E, GANANOQUE</i>	Phone: <i>K7G 1G9</i>
	E-mail: 	
Land Surveyor: <i>Phil Chitty</i>	Complete Address including Postal Code: <i>1224 Gardeners Rd, Kingston</i>	Phone: <i>613-384-9266</i>
	E-mail: <i>pchitty@hopkinschitty.com</i>	

Purpose of Application:

- | | | | | | |
|--|---------------------------------------|-----------------------------------|---------------------------------|--------------------------------|--|
| ☒ New Lot | ☐ Lot Addition | ☐ Easement | ☐ Charge | ☐ Lease | ☐ Correction of Title |
| ☒ Other <i>SEVERANCE OF LOT AND DUPLEX 200 MAPLE N</i> | | | | | |

Name of Person To Whom the Land or an Interest in the land is to be transferred, charged or leased (if known):

*UNIT #1 JEFF HALL
UNIT #2 JAMIE HALL*

Relationship, if any, to owner:

SONS OF OWNER

PROPERTY INFORMATION			
Street or Property Address (if applicable): 200 MAPLE N, Garanoque		Roll Number (if known): 0814 000 01019800	
LEGAL DESCRIPTION			
PLAN 86 LOT BETWEEN 67 and 66 - see J.B. Geometrics plan File # 200253			
Frontage (m/ft): 60 ft	Depth (m/ft): 120 ft	Lot Area: 7200 ft ²	

Official Plan Designation:	Residential
Development Permit Designation (Zoning):	Residential

History of the Subject Land	
Has the subject property ever been the subject of an application for consent under Section 53, or approval of a plan of subdivision under Section 51 of the Planning Act?	☐ Yes ☒ No
If Yes, and if known, please provide the file number of each application and the decision made:	
Has the subject property been severed from the parcel originally acquired by the Owner of the subject land?	☒ Yes ☐ No
If Yes, and if known, provide the date of transfer, the name of the transferee and the land use for each parcel severed: Oct. 7, 1971 lot as part of closed second st - to Dwight Hall March 30, 1982 to Sharon Hall, Dec. 30 1996 to Ryley Acres	
Is the subject property currently the subject of any other application under the Planning Act such as an Official Plan Amendment, Development Permit, Consent or Approval of a Plan of Subdivision?	☐ Yes ☒ No
If Yes, and if known, please provide the file number of each application, and its status:	

Abutting Land Use(s): vacant farm land
--

Access:			
☒ Municipal Street	☐ Unopen Road Allowance	☐ Existing Right-of-way	☐ Other
Name of Street/Road: Maple St. N			
Entrance Approvals and Permit Number(s):			

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

Services:

☒ Municipal Water and Sewer	☐ Municipal Water & Private Sewage	☐ Private Well and Municipal Sewage	☐ Private Well and Private Sewage
---	---	--	--

Water and Sewer Hook-up Approvals and Permit Number(s):

		To be SEVERED	To be RETAINED
Property Dimensions	Frontage	60 ft	balance of
	Depth	120 ft	Rocky Acres
	Area	7200 ft ²	see (3)
Use of Subject Property	Existing Use	residence	residence
	Proposed Use	residence	farmhouse

VL

EXISTING BUILDINGS:

		Building 1 - Port 1	Building 2 - Port 2
To be SEVERED C1-2	Type of Structure:	duplex #1	duplex #2
	Front Line Setback:		
	Rear Lot Line Setback:	13.52 m	13.82 m
	Side Lot Line Setback:	1.25 m	2.07 m
	Side Lot Line Setback:	n/a	n/a
	Height:	2-storey	2-storey
	Dimensions:		
	Floor Area:	1675 sq ft	1675 sq ft
To be RETAINED N/A	Type of Structure:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		

C1/2

	Height:		
	Dimensions:		
	Floor Area:		
Attached Additional Page, if necessary			

PROPOSED BUILDINGS:		Building 1	Building 2
To be SEVERED N/A	Type of Structure:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		
To be RETAINED N/A	Type of Structure:		
	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 _____ (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.

Owner Name (Please Print)

Owner Name (Please Print)

Signature of Owner

Signature of Owner

Signature of Witness (not applicant)

Date

CONSENT BY OWNER

I/We, _____, (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)

Date

DECLARATION OF APPLICANT

(Print) I, DWIGHT HALL of the 10th of July 2025 in the Town of Gananoque 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

Town of Gananoque
this 31st day of July, 2025.

Signature of a Commissioner, etc

Signature of Applicant

Office Use Only:		Roll No: 010 19800
Official Plan Designation: Residential	Development Permit Designation: Residential	Other: PIN 44253-0753
Access (Entrance Permits etc): N/A	Water and Sewer Hookup (Permits etc): N/A	Other:
Other ☐ Concurrent Applications: ☐	Cash-in-Lieu of ☐ Parking ☐	Condominium ☐ Approval ☐
	Consent/ Severance ☐	Official Plan ☐ Amendment ☐
Date Application Received: July 30/2025	Date Application Deemed Complete: August 7, 2025	Fees Received: July 31/2025

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

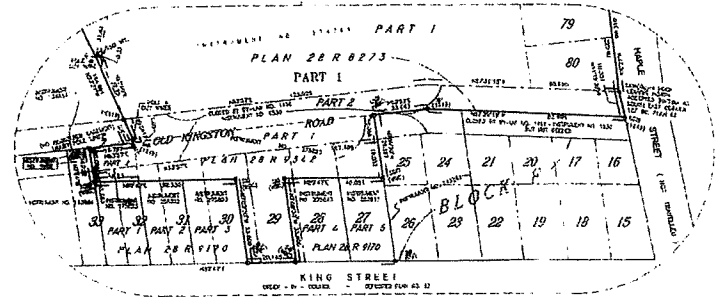
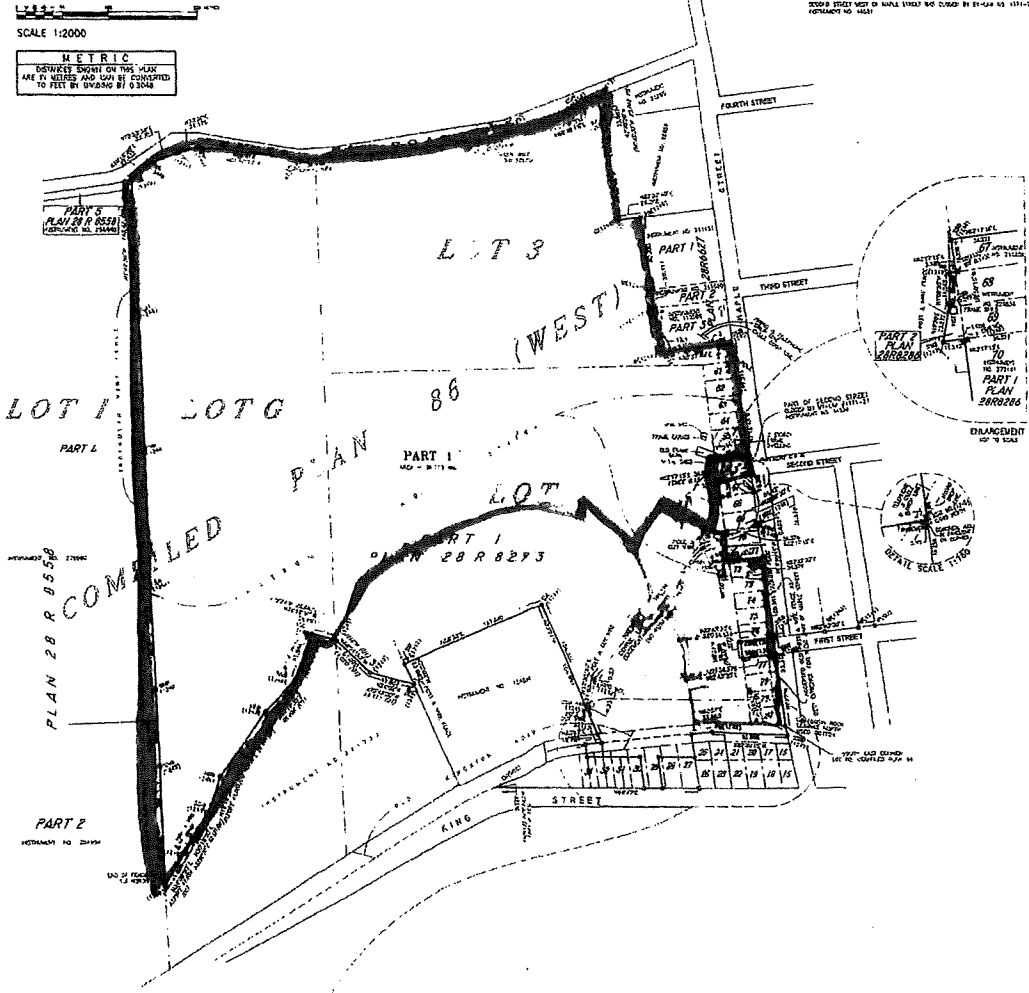
PLAN OF SURVEY

PART OF LOT G, 2 AND 3 COMPILED PLAN 86 (WEST)
(FORMERLY REGISTERED PLAN 113)
LOTS 61, 62, 63, 64, 65 AND 66
LOTS 72, 73, 74, 75, 76, 77, 78, 79 AND 80, PART OF LOT 71,
PART OF SECOND STREET AND PART OF THE OLD KINGSTON ROAD
COMPILED PLAN 86 (WEST)
PART OF LOTS 27, 28, 29, 30, 31, 32, AND 33 IN BLOCK F
COMPILED PLAN 86 (WEST)
TOWN OF GANANOQUE
COUNTY OF LEEDS
COLLETT SURVEYING LTD.

SCALE 1:2000

METRIC
DIMENSIONS SHOWN ON THIS PLAN
ARE IN METRES AND CAN BE CONVERTED
TO FEET BY DIVIDING BY 0.3048

I HEREBY CERTIFY THAT THE ABOVE PLAN IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS FILED IN MY OFFICE ON Aug 3, 1999		PLAN 28R/0380 REGISTERED AND EXTENDED 1999-08-20
<i>MB Collett</i> <i>Kenneth Hall</i> LAND SURVEYOR FOR THE TOWN OF GANANOQUE		
THE OLD KINGSTON ROAD WAS CLOSED BY BY-LAW NO. 1468 - APPROVED NO. 1468 SECOND STREET WEST IN WHOLE STREET WAS CLOSED BY BY-LAW NO. 1471-12 APPROVED NO. 1471		STANDARD SCHEDULE NO. 1468 SCHEDULE NO. 1471



LEGEND

- 1. BOUNDARY LINE
- 2. LOT LINE
- 3. LOT CORNER
- 4. LOT CORNER
- 5. LOT CORNER
- 6. LOT CORNER
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- 93. LOT CORNER
- 94. LOT CORNER
- 95. LOT CORNER
- 96. LOT CORNER
- 97. LOT CORNER
- 98. LOT CORNER
- 99. LOT CORNER
- 100. LOT CORNER

SURVEYOR'S CERTIFICATE

CERTIFICATE NO. 1468

THE SURVEYOR HAS BEEN ADVISED BY THE TOWN OF GANANOQUE THAT THE ABOVE PLAN IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS FILED IN MY OFFICE ON AUGUST 3, 1999.

MB Collett
LAND SURVEYOR

COLLETT SURVEYING LTD.
111-113 ST. JAMES ST. E. GANANOQUE, ONT. L4N 1A1
TEL. (705) 881-1111 FAX (705) 881-1112

retained

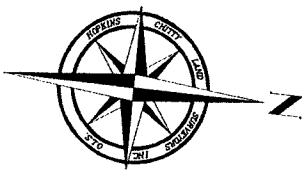
Farm House
- # 65166

Duplex
Second Street Extens.
to be severed

3

PLAN of SURVEY of Part of SECOND STREET (closed by By-Law 1971-27 - LR44539) REGISTERED PLAN 86 (West) TOWN OF CANANIQUE COUNTY OF LEBDS

SCALE=1:200
HOPKINS CHITTY LAND SURVEYORS INC.
-2025-
THE INTENDED PLOT SIZE OF THIS PLAN IS 457M IN HEIGHT BY 610M IN WIDTH WHEN PLOTTED AT A SCALE OF 1:200



"Not to Scale"

PART 1. PLAN 86 (West)
LOT 3

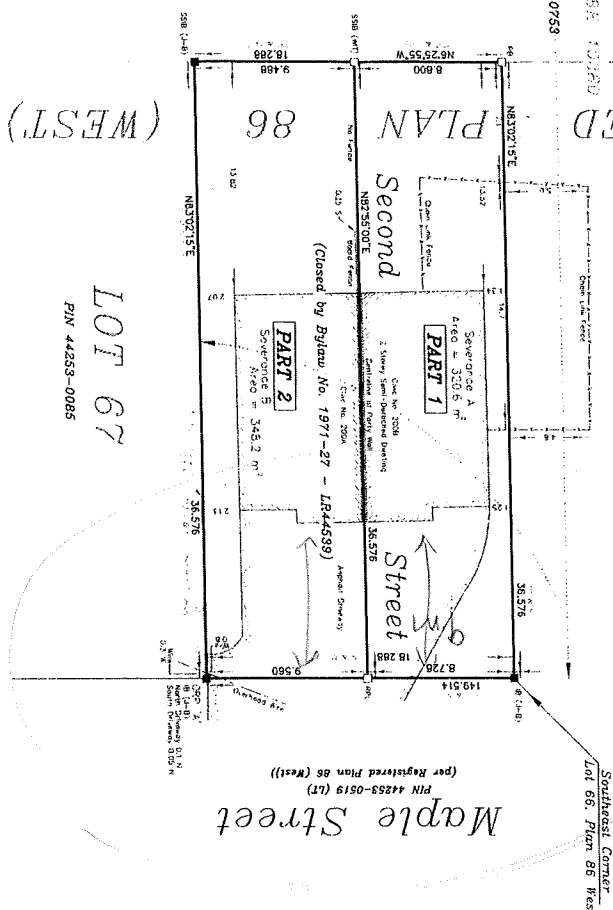
LOT 65

LOT 66

REGISTERED

PIN 44253-0753

LOT 2



LOT 67
PIN 44253-0085

LOT 122

Second Street

LOT 120

SCHEDULE			
PART	LOT	PLAN	PIN No.
1	Part of Second Street (Closed by By-Law 1971-27 - LR44539)	86 West	Part of 44253-0753
2			

OBSERVED REFERENCE POINTS (ORP) - UTM ZONE 18, MAGS (CSRS) (2010) DERIVED FROM REAL-TIME NETWORK (RTN) GPS OBSERVATIONS COORDINATES TO UTM ACCURACY PER SEC. 14 (2) OF O.R.C. 218/10			
POINT ID	NORTHING	EASTING	
ORP 'A'	490980.32	40658.27	
ORP 'B'	490928.85	40641.42	

BEARINGS ARE UTM GRID, UTM ZONE 18 (75° WEST LONGITUDE), MAGS (CSRS) (2010) DERIVED FROM REAL-TIME NETWORK (RTN) GPS OBSERVATIONS AND TRANSFORMED TO UTM 'A' AND ORP 'B' BY CONVENTIONAL SPHERICAL TRIGONOMETRY. A ROTATION OF 0°00'50" CLOCKWISE WAS APPLIED TO BEARINGS ON (71). DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.998715. DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

LEGEND:

- SSIB'S PLANTED DUE TO INSUFFICIENT OVERSIGHT
- SSIB - demarcates Planted Survey Monument
- SSIB - Short Standard Iron Bar
- IB - Iron Bar
- RB - Rock Bar
- PL - Rock Plug
- WT - Witness
- (1-B) Jordan-Barnett Geomatics Ltd.-O.L.S.
- (75C) Collett Surveying Ltd.
- (75B) Registered Plan 86 (West)
- (75A) Registered Plan 86 (West)
- (75) Field Notes by (1-B) dated June 2, 2020

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:
1. This Survey and Plan are correct and in accordance with the Surveyors Act, the Surveyors Act, the Land Titles Act and the Regulations made under them.
2. The Survey was completed on the 10th day of June, 2025.

DATE: JUNE 16, 2025

PHIL W. CHITTY - O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 17108014



HOPKINS CHITTY LAND SURVEYORS INC.
Ontario Land Surveyors
www.hopkinschitty.com
1324 CARLISLE ROAD, SUITE 102
KINGSTON, ONTARIO K7M 6K6
Tel: (613) 394-5566
Fax: (613) 394-5513
PROJECT NO. 2025-0007
REGISTERED PLAN 86 WEST
TOWN OF CANANIQUE

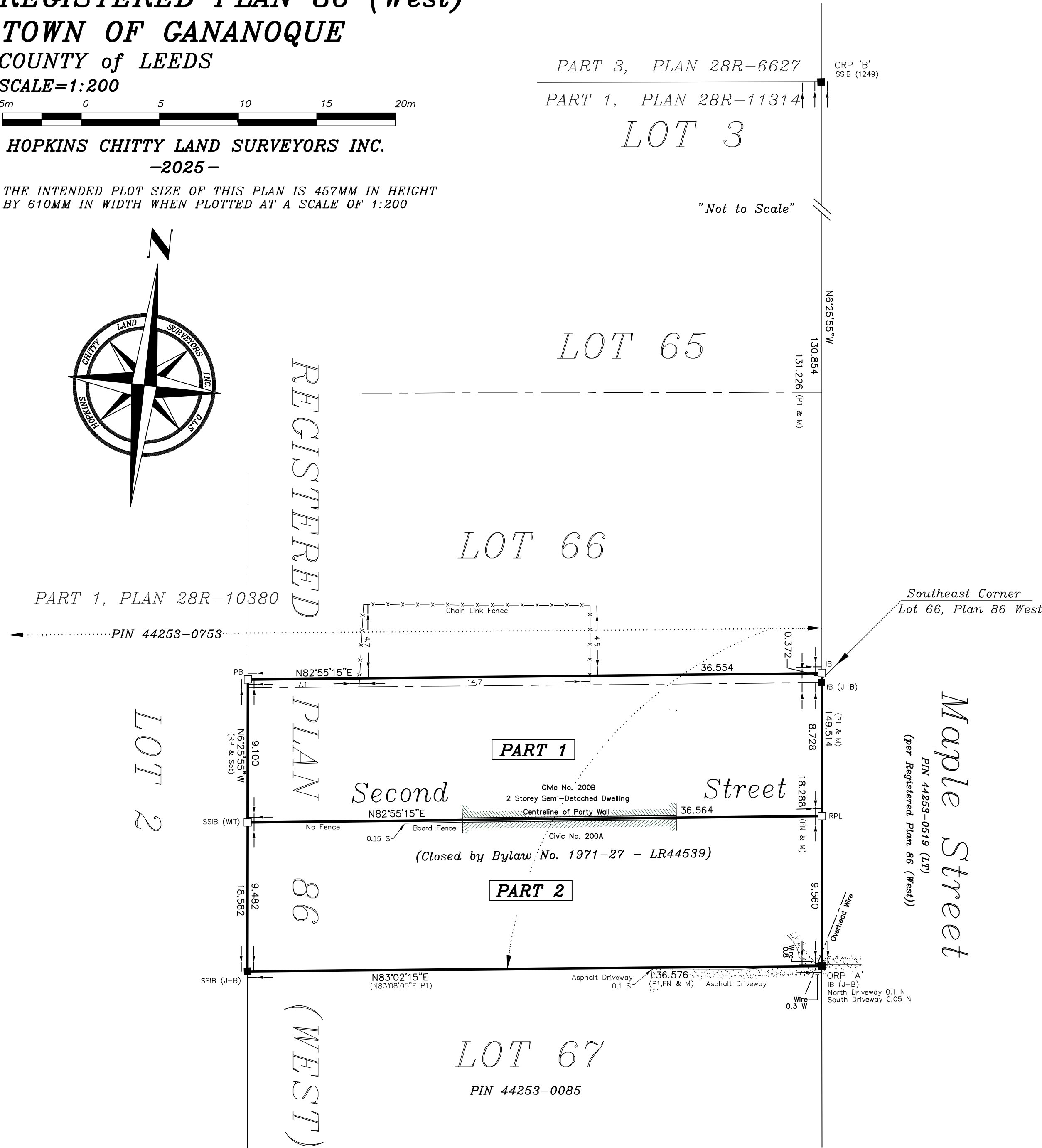
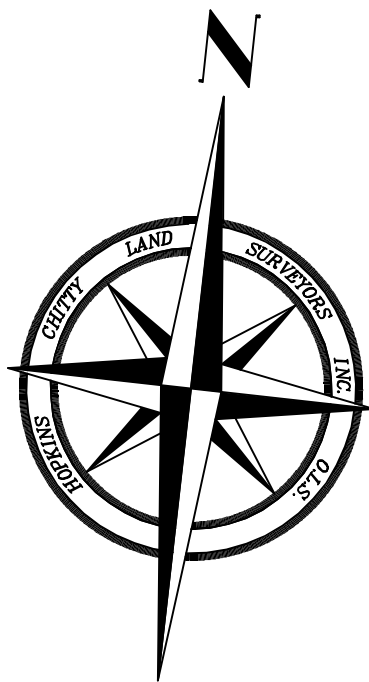
PLAN of SURVEY of
Part of LOT 66 &
Part of SECOND STREET (Closed by By-Law 1971-27 - LR44539)
REGISTERED PLAN 86 (West)
TOWN OF GANANOQUE
COUNTY of LEEDS

SCALE=1:200



HOPKINS CHITTY LAND SURVEYORS INC.
-2025-

THE INTENDED PLOT SIZE OF THIS PLAN IS 457MM IN HEIGHT
BY 610MM IN WIDTH WHEN PLOTTED AT A SCALE OF 1:200



SCHEDULE			
PART	LOT	PLAN	PIN No.
1	Part of Lot 66 & Part of Second Street (Closed by By-Law 1971-27 - LR44539)	86 West	Part of 44253-0753
2			

OBSERVED REFERENCE POINTS (ORPs) UTM ZONE 18, NAD83 (CSRS) (2010) DERIVED FROM REAL-TIME NETWORK (RTN) GPS OBSERVATIONS COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10		
POINT ID	NORTHING	EASTING
ORP 'A'	4909080.32	406358.27
ORP 'B'	4909228.85	406341.52
COORDINATES CANNOT, IN THEMSELVES BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

BEARINGS ARE UTM GRID, UTM ZONE 18 (75° WEST LONGITUDE) NAD83 (CSRS) (2010) DERIVED FROM REAL-TIME NETWORK (RTN) GPS OBSERVATIONS AND TRANSFERRED TO ORP 'A' AND ORP 'B' BY CONVENTIONAL TOTAL STATION OPERATIONS.

FOR BEARING COMPARISONS, A ROTATION OF 0°50'50" CLOCKWISE WAS APPLIED TO BEARINGS ON (P1).

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999713.

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

- LEGEND:
- SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN
- denotes Planted Survey Monument
 - Found Survey Monument
 - SSIB " Short Standard Iron Bar
 - IB " Iron Bar
 - PB " Plastic Bar
 - RB " Rock Bar
 - RPL " Rock Plug
 - (WT) " Witness
 - (M) " Measured
 - (J-B) " Jordan-Bennett Geomatics Ltd.-O.L.S.
 - (WBC) " Collett Surveying Ltd.
 - (RP) " Registered Plan 86 (West)
 - (P1) " Reference Plan 28R-10380
 - (FN) " Field Notes by (J-B) dated June 2, 2020

SURVEYOR'S CERTIFICATE:

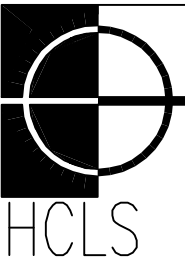
I CERTIFY THAT:

- This Survey and Plan are correct and in accordance with the SURVEYS ACT, the SURVEYORS ACT, THE LAND TITLES ACT and the REGULATIONS made under them.
- The SURVEY was completed on the 20th day of June, 2025.

DATE: August 18, 2025

PHIL W. CHITTY - O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V-109014.



Party Chief: TJ	Instrument: CH	Checked By: PWC	Plan By: FF
HOPKINS CHITTY LAND SURVEYORS INC. Ontario Land Surveyors www.hopkinschitty.com			
1224 CARDINERS ROAD, SUITE 102 KINGSTON, ONTARIO K7P-0G2 Tel (613) 384-9266 Fax (613) 384-3513		PROJECT No. 2025-0307 SECOND STREET REGISTERED PLAN 86 WEST TOWN OF GANANOQUE	