



## AGENDA - COMMITTEE OF ADJUSTMENT June 8, 2026

A Meeting of the Committee of Adjustment will be held on Monday, June 8, 2026 at 9:00 a.m., in a hybrid format from the Council Chambers, Municipal Offices, Port Carling, Ontario.

Members of the public may observe the proceedings by accessing the live webcast on [YouTube](#).

If the live webcast fails, the meeting recording will be posted at: [/Portal/](#)

Public participation in this Electronic Meeting may occur through viewing the webcast and/or providing comment regarding specific agenda items at the following email address. Please ensure that the specific agenda item is identified in the subject line of your email [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca)

Correspondence received in relation to Agenda items can be found [here](#).

Topic: Committee of Adjustment

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a. None.	
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- a. A-85/25, PJD Properties Inc. & Dovigi, 1 Island F24 (Fawn Island), Roll # : 4-24-039 51 - 81  
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10. CORRESPONDENCE

- a. Correspondence - All correspondence received can be found [here](#) and is a matter of public record.

11. UNFINISHED BUSINESS

- a. B/28/24/ML, 5021901 Ontario Inc., No Civic Address Assigned, Roll #: 4-12-029-20 117 - 120  
[Report](#)  
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12. INFORMATION ITEMS

- a. None.

13. NEW BUSINESS

- a. None.

14. STATISTICS

- a. None.

15. COMMITTEE IN CLOSED SESSION

- a. None.

16. ADJOURNMENT

- a. Resolution to Adjourn the Meeting.

A copy of this agenda is available in alternative formats upon request.

Today's meeting is being live streamed and recorded on the Township of Muskoka Lakes website and YouTube channel. By participating in the open public meeting today, you are consenting to your image, voice and comments being recorded and posted online.



**MINUTES**  
**Committee of Adjustment Meeting Minutes**  
**Friday, May 15, 2026 at 9:00 AM**  
**Township of Muskoka Lakes**  
**Port Carling, Ontario**

**MEMBERS PRESENT:** Member Edwards  
Member Bridgeman  
Member Grogan-Green  
Member Stokes

**MEMBER REGRETS:** None.

**STAFF PRESENT:** D. Pink, Chief Administrative Officer  
J. Huff, Director of Development Services & Environmental Sustainability  
S. Stone, Manager of Planning  
C. Ward, Committee of Adjustment Coordinator / Secretary Treasurer  
E. Crowder, Senior Planner  
K. Walker, Intermediate Planner  
E. De Melo, Intermediate Planner  
T. Heron, Planner  
A. Myers-Thomson, Planning Services Assistant  
M. Patrao, Planning Clerk

1. **Call to Order**  
a. Chair Edwards called the meeting to order at 9:00 a.m.

2. **Adoption of Agenda**  
a. Resolution to Adopt the Agenda.

Resolution Number CA-01-05/15/2026

Member Bridgeman – Member Grogan-Green

**BE IT RESOLVED THAT** the Committee of Adjustment agenda dated May 15, 2026, be adopted.

Carried

**3. Declaration of Conflict of Interest**

**4. Adoption of Minutes**

- a. Resolution to Adopt the Minutes.

Resolution Number CA-02-05/15/2026

Member Stokes – Member Bridgeman

**BE IT RESOLVED THAT** the Committee of Adjustment minutes dated April 13, 2026, be adopted and approved as circulated.

Carried

**5. Delegations**

- a. None.

**6. Hearing of Consent Applications (In Conjunction with Zoning Amendment Applications)**

- a. None.

**7. Hearing of Concurrent Consent Applications and Minor Variance Applications**

- a. B/05/26/ML, A-09/26, Cameron & Foreman, 1033 Rossclair Road, Unit 28, roll No. 4-22-017

Ms. Heron explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 25 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator;

Comments from Krishal Storey, Township Land and Agreements Coordinator; and  
Comments from The District Municipality of Muskoka Lakes.

Stephanie Lazanis, 1007 Rossclair Road, Port Carling, ON, P0B 1J0, attended the meeting and explained the nature of the application and addressed the Operational Services comment regarding the road allowance. Ms. Lazanis spoke to merging both properties.

No one attended in Support or Opposition of the application.

Committee stated their support of the application.

Resolution Number CA-03-05/15/26

Member Grogan-Green – Member Stokes

**BE IT RESOLVED THAT** Consent Application B/05/26/ML (CAMERON & FOREMAN) be APPROVED, subject to the following conditions:

- i. That the Certificate of Consent under Section 53(42), of the Planning Act, along with a “Transfer in Preparation” be prepared by a Solicitor, and shall be given to the Secretary-Treasurer within two (2) years from the date the notice of the decision was given.
- ii. That one hard copy and a digital copy of a satisfactory Registered Reference Plan of the severed lands prepared by an Ontario Land Surveyor, be submitted to the Secretary-Treasurer which corresponds with the application as submitted. A draft copy of the reference plan shall be provided to the Secretary-Treasurer for review and approval prior to registration on title.
- iii. That confirmation be received that the Township is satisfied that the Retained Lot is satisfactory for on-site sewage disposal and that any problems identified with any existing sewage system be corrected to the satisfaction of the Township;
- iv. That a legal undertaking be submitted by the acting solicitor which confirms that the Severed Lot will merge in title to the Benefitting Lot upon registration of the transfer/deeds, which may include a cancellation of consent if necessary; and,
- v. That Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance;

This application conforms with the requirements of the Comprehensive Zoning By-law 2014-14, as amended, the Township Official Plan, and the District Municipality of Muskoka Official Plan.

Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance.

Pursuant to Subsection 41 of Section 53 of the Planning Act, all conditions imposed must be fulfilled within two years from the date of the sending of the Notice of Decision or the application is deemed to be refused.

It is a requirement that all conditions imposed be fulfilled prior to the granting of this consent and the giving by the Secretary-Treasurer of the certificate provided for in Subsection 42 of Section 53 of the Planning Act, (R.S.O., 1990, Chapter P.13, as amended).

Carried

Resolution Number CA-04-05/15/2026

Member Bridgeman – Member Stokes

**BE IT RESOLVED THAT** Minor Variance Application A-09/26 (CAMERON & FOREMAN), to construct a dwelling, is hereby APPROVED with the following variances being granted:

- i. To permit a minimum setback from an unopened road allowance to a dwelling to be 15 feet; and,
- ii. To permit a minimum setback from an exterior side yard to a dwelling to be 15 feet.

These variances are granted as shown on the plan attached to the Notice of Decision and are subject to the following condition:

- i. That the Consent Application (B/05/26/ML) be finalized.

This approval shall remain in effect for three years from the date of decision.

Carried

## **8. Hearing of Consent Applications**

- a. B/21/25/ML, Cervo North Inc., No Civic Address Assigned, Roll No. 4-11-029

Ms. De Melo explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 30 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator;

Comments from Krishal Storey, Township Land and Agreements Coordinator;

Comments from the District of Muskoka Lakes; and

Comments from Hydro One.

Robert Kerr, Agent, Unit 1, 6 Dominion Street, Bracebridge, ON, P1L 2A6 attended the meeting and explained the intention of the application and stated his availability for questions.

No one attended in support or in opposition to the application.

Committee had no questions regarding the application.

Resolution Number CA-05-05/15/2026

Member Stokes – Member Gorgan - Green

**BE IT RESOLVED THAT** Consent be granted for Application B/21/25/ML, (CERVO NORTH INC.), provided the following conditions are fulfilled:

- i. That the Certificate of Consent under Section 53(42), of the Planning Act, along with a “Transfer in Preparation” be prepared by a Solicitor, and shall be given to the Secretary-Treasurer within two (2) years from the date the notice of the decision was given;
- ii. That one hard copy and a digital copy of a satisfactory Registered Reference Plan of the severed lands prepared by an Ontario Land Surveyor, be submitted to the Secretary-Treasurer which corresponds with the application as submitted. A draft copy of the reference plan shall be provided to the Secretary-Treasurer for review and approval prior to registration on title;
- iii. That confirmation be received that the Township is satisfied that the Retained Lot is satisfactory for on-site sewage disposal and that any problems identified with any existing sewage system be corrected to the satisfaction of the Township;
- iv. That Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance; and,
- v. That a legal undertaking be submitted by the acting solicitor which confirms that the Severed Lot will merge in title to the Benefitting Lot upon registration of the transfer/deeds, which may include a cancellation of consent if necessary.

This application conforms with the requirements of the Comprehensive Zoning By-law 2014-14, as amended, the Township Official Plan, and the District Municipality of Muskoka Official Plan.

Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance.

Pursuant to Subsection 41 of Section 53 of the Planning Act, all conditions imposed must be fulfilled within two years from the date of the sending of the Notice of Decision or the application is deemed to be refused.

It is a requirement that all conditions imposed be fulfilled prior to the granting of this consent and the giving by the Secretary-Treasurer of the certificate provided for in Subsection 42 of Section 53 of the Planning Act, (R.S.O., 1990, Chapter P.13, as amended).

Carried

**9. Hearing of Minor Variance Applications**

- a. A-76/25, HF Property Holding Inc., 1059 Big Joe Road Unit # 10, Roll No. 5-11-008

Ms. Heron explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 24 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator;

Comments from Krishal Storey, Township Land and Agreements Coordinator; and  
A letter of Support from Aaron Goodman.

Alex Foreshow, Agent, Foreshow Designs 3 Lee Valley Drive, Unit 2, Port Carling, P0B 1J0, attended the meeting and stated his availability for any questions.

No one attended in support or in opposition to the application.

Committee had no questions regarding the application.

Resolution Number CA-06-05/15/2026

Member Stokes – Member Grogan - Green

**BE IT RESOLVED THAT** Minor Variance Application A-76/25 (HF PROPERTY HOLDING INC.), to construct a new two-storey garage with upper storey sleeping cabin and rooftop sundeck, along with stairs and a landing, is hereby APPROVED with the following variances being granted:

- i. To permit an interior side yard setback for a garage and sleeping cabin to be 9.5 feet;
- ii. To permit an interior side yard setback for a sundeck and landing to be 11.5 feet.;
- iii. To permit a lot coverage of 3,641 sq. ft. or 11% over the area of the entire lot; and,
- iv. To permit a lot coverage of 3,099 sq. ft. or 11% over the area of the lot within 200 feet of the high water mark.

These variances are granted as shown on the plan attached to the Notice of Decision and are subject to the following condition:

- i. That the existing shed be removed, as intended.

This approval shall remain in effect for three years from the date of decision.

Carried

- b. A-06/26 (Amended), Murphy & Kool, 22 Mirror Lake Drive, Roll No. 5-2-087

Ms. Walker explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 25 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official.

Terry Ledger, Agent, 167 Medora Street, Port Carling, ON, P0B 1J0 attended the meeting and spoke to the change in height of the boathouse to 16 feet, and informed Committee that the applicant's neighbor's have been informed of the changes and are in support of the application.

No one attended in support or in opposition to the application.

Staff answered Committees questions regarding the use of the boathouse being for marine storage.

Ms. Ledger informed Committee that the windows being proposed in the boathouse is for aesthetic purposes only.

Resolution Number CA-07-05/15/2026

Member Bridgeman – Member Stoke

**BE IT RESOLVED THAT** Minor Variance Application A-06/26 (MURPHY & KOOL), to rebuild a legal non-conforming single storey boathouse, is hereby APPROVED with the following variance being granted:

- i. To permit a legal non-conforming single storey boathouse to be reconstructed adjacent to lands zoned Environmental Protection (EP1) with a height of 16 feet.

This variance is granted as shown on the attached site plan and elevations to the Notice of Decision.

This approval shall remain in effect for three years from the date of decision.

Carried

- c. A-07/26, Davis & Bell, 1095 Hallett Road, Roll No. 4-4-024

Ms. De Melo explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 24 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator; and

Comments from Krishal Storey, Township Land and Agreements Coordinator.

Lori Davis & Dave Bell, 1095 Hallett Road, Port Carling, ON, P0C 1H0, attended the meeting and explained the intent of the application.

No one attended in support or in opposition to the application.

Committee had no questions regarding the application.

Resolution Number CA-08-05/15/2026

Member Grogan-Green – Member Bridgeman

**BE IT RESOLVED THAT** Minor Variance Application A-07/26 (DAVIS & BELL), to construct a two-storey accessory garage, is hereby APPROVED with the following variances being granted:

- i. To permit a rear yard setback for a garage to be 13 feet; and,
- ii. To permit a minimum setback from a street for a garage to be 13 feet.

These variances are granted as shown on the plan attached to the Notice of Decision.

This approval shall remain in effect for three years from the date of decision.

Carried

- d. A-11/26, Dobson, 4966 Muskoka Road 169, Unit #11, Roll No. 4-6-012

Ms. Heron explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 25 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator; and

Comments from Krishal Storey, Township Land and Agreements Coordinator.

Ryan Lloyd, Agent, Planscape Inc., 104 Kimberley Avenue, Bracebridge, ON, P1L 1Z8, attended the meeting and stated his availability for questions.

No one attended in support or in opposition to the application.

Staff responded to Committees questions regarding the vegetation on the property and informed Committee that the property is subject to Site Plan Control and the plantings will be addressed through that process.

Resolution Number CA-09-05/15/2026

Member Stokes – Member Bridgeman

**BE IT RESOLVED THAT** Minor Variance Application A-11/26 (DOBSON), to demolish an existing one-storey dwelling and to construct a new two-storey

dwelling with an attached sundeck, is hereby APPROVED with the following variance being granted:

- i. To permit a maximum lot coverage of 11% (2,398 sq. ft.) within 200 feet of the high water mark.

This variance is granted as shown on the plan attached to the Notice of Decision and is subject to the following condition:

- i. That the two sheds be removed as intended.

This approval shall remain in effect for three years from the date of decision.

Carried

- e. A-12/26, Saraco, 1106 Skeleton Lake Road 3, Unit #1, Roll No. 2-20-076

Ms. Heron explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 21 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;  
Comments from Matt Veitch, Township Development Transportation Engineering Coordinator; and  
Comments from Krishal Storey, Township Land and Agreements Coordinator.

Vanessa Archer, Agent, TD Consulting, 155 St. David's Street, Lindsey, ON, K9B 4Z6, attended the meeting and stated her availability for any questions.

Rick Sawyer, 535 Shipka Court, Mississauga, ON, attended the meeting and asked how the root system of trees will be protected during the excavation of the property.

Ms. Archer confirmed that the owner has agreed that the trees will be protected on the property and there will be plantings due to the Site Plan Agreement.

Staff explained the reasoning behind the conditions, and explained the plantings being difficult to place on the westerly side yard. Staff confirmed that the Open Shore Road Allowance (OSRA) is not owned by the property owners, but the area between the dwelling and shoreline will need to be revegetated.

Resolution Number CA-10-05/15/2026

Member Bridgeman – Member Grogan-Green

**BE IT RESOLVED THAT** Minor Variance Application A-12/26 (SARACO), to construct a new dwelling with an attached sundeck, is hereby APPROVED with the following variances being granted:

- i. To permit a sundeck to be 6.2 feet from the westerly interior side lot line;
- ii. To permit a sundeck to be 6.5 feet from the easterly interior side lot line;
- iii. To permit a landing and stairs to be 6.5 feet from the easterly interior side lot line; and,
- iv. To permit a dwelling to be 4.2 feet from the westerly interior side lot line.

These variances are granted as shown on the plan attached to the Notice of Decision and are subject to the following condition:

- i. The subject lands be required to obtain site plan approval and that a satisfactory Site Plan Agreement be entered into and registered on title, along with securities, for matters including, but not limited to, the retention of existing vegetation and plantings to retain and re-vegetate the shoreline buffer.

This approval shall remain in effect for three years from the date of decision.

Carried

- f. A-13/26, Core, 1310 Camel Lake Road, Unit #13, Roll No. 2-1-035-06

Ms. Heron explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 26 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator; and

Comments from Krishal Storey, Township Land and Agreements Coordinator.

Denise Landry, Agent, Nethery Planning, 120 Hughson Street South, Hamilton, L8N 2B2, attended the meeting and spoke to the intent of the application and stated her availability for questions.

No one attended in support or in opposition to the application.

Ms. Landry spoke to the intent of the Environmental Impact Study (EIS) was to identify the high-water mark and setbacks to natural features.

Staff explained that the dwelling is being set back further from the high-water mark than the original envelope through the By-law and is restricted to a certain size. Staff confirmed that there is no legal non-conforming nature to this application, and the application is for one new dwelling.

Resolution Number CA-11-05/15/2026

Member Grogan-Green – Member Stokes

**BE IT RESOLVED THAT** Minor Variance Application A-13/26 (CORE), to construct a two-storey dwelling with an attached covered porch and a private on-site sewage disposal system, is hereby APPROVED with the following variance being granted:

- i. To permit a dwelling and associated septic system to be constructed in a different location and extent than permitted through By-law 2020-87.

This variance is granted as shown on the plan attached to the Notice of Decision.

This approval shall remain in effect for three years from the date of the decision

Carried

- g. A-16/26, Reuben-Robinson, 1043 Hamill Road, Unit #1, roll No. 7-5-030

Ms. Walker explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 23 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator; and

Comments from Krishal Storey, Township Land and Agreements Coordinator.

Dean Reuben-Robinson, Applicant, 425 Sackville Street, Toronto, ON, M4X 1T1, attended the meeting and stated his availability for any questions.

No one attended in support or in opposition to the application.

Committee had no questions regarding the application.

Resolution Number CA-12-05/15/2026

Member Bridgeman – Member Grogan-Green

**BE IT RESOLVED THAT** Minor Variance Application A-16/26 (REUBEN-ROBINSON), to construct a dock, is hereby APPROVED with the following variance being granted:

- i. To permit a dock to have a cumulative width of 27 feet.

This variance is granted as shown on the plan attached to the Notice of Decision.

This approval shall remain in effect for three years from the date of decision

Carried

- h. A-17/26, Beswick, 1051 Montgomery Drive, Unit #4, Roll No. 2-9-072-02

Ms. Walker explained the history, nature, and location of the application/property.

Notice of Hearing was circulated 23 days prior to this hearing.

Submissions were received as follows:

Comments from Nick Snyder, Township Chief Building Official;

Comments from Matt Veitch, Township Development Transportation Engineering Coordinator; and

Comments from Krishal Storey, Township Land and Agreements Coordinator.

Chris Prettoto, Agent & Architect, Cspace Architecture, 8841 George Bolton Parkway, Unit B5, Caledon, L4G 5A4, attended the meeting and stated there was a previous Minor Variance approval and since then the configuration of the boathouse has been changed. Mr. Prettoto stated his availability for any questions.

No one attended in support or in opposition to the application.

Mr. Prettoto answered Committees questions regarding the rotation of the boathouse and the direction the boats will be docked.

Staff stated that the boathouse has now become more central to the property so is further from any lot lines and complies with all setback requirements.

Resolution Number CA-13-05/15/2026

Member Stokes-Member Grogan-Green

**BE IT RESOLVED THAT** Minor Variance Application A-17/26 (BESWICK), to construct a two-storey boathouse, is hereby APPROVED with the following variances being granted:

- i. To permit a maximum lot coverage of 10.9% or 6,305.5 square feet over the entire lot;
- ii. To permit a lot coverage of 11% or 6,305.5 square feet within 200 feet of the high water mark; and,
- iii. To permit a maximum cumulative first storey boathouse width to be 51.5 feet.

These variances are granted as shown on the plan attached to the Notice of Decision and are subject to the following condition:

- i. That the proposed development be made subject to Site Plan Control for the completion of an updated tree inventory and amendment to the planting plan, if required.

This approval shall remain in effect for three years from the date of decision.

Carried

## 10. Correspondence

- a. Correspondence - All correspondence received can be found [here](#) and is a matter of public record.

## 11. Unfinished Business

- a. A-91/25, Birchwater Investment Limited., 1167 Armstrong Point Road, Unit #8, Roll No.

Ms. Heron introduced the application and gave a brief history of the application.

Basit Madamidola, Agent, DeKoning Group, 3 Armstrong Point Road, Port Carling, ON, P0B 1J0, attended the meeting and stated his availability for any questions.

No one attended in support or in opposition to the application.

Staff explained the existing and proposed structures on the property and confirmed that the dock complies with remaining provisions of the Zoning By-law, and that an updated floor plan for the boathouse has been now received that shows the

boathouse being use for marine related storage only. Staff noted that recreational use of boathouses are a topic of interest in the Zoning By-law update. Such use is currently not permitted in the zoning by-law.

Committee asked for an amendment to the resolution to specify that boatlifts are prohibited on the property given that it is at maximum width already.

A break commenced at 10:25 a.m., and the meeting reconvened at 10:35 a.m.

Staff recommended not incorporating such a condition for a number of reasons and suggested instead that staff would focus on educating future applicants that boatlifts contribute to dock and shoreline structure widths.

Resolution Number CA-14-05/15/2026

Member Stokes – Member Grogan-Green

**BE IT RESOLVED THAT** Minor Variance Application A-91/25 (BIRCHWATER INVESTMENTS LTD), to recognize an as-built dock and to construct additions to it and to construct a single storey addition with a rooftop sundeck to an existing two-storey boathouse, is hereby APPROVED with the following variances being granted:

- i. To permit a lot coverage of 3, 845 square feet or 11% within 200 feet of the high water mark;
- ii. To permit a minimum side yard setback of 41.5 feet from the southerly side lot line projection; and,
- iii. To permit a maximum cumulative dock width of 57.5 ft or 27.4%.

These variances are granted as shown on the plan attached to the Notice of Decision and are subject to the following condition:

- i. The subject lands be required to obtain site plan approval and that a satisfactory Site Plan Agreement be entered into and registered on title, along with securities, for matters including, but not limited to, the retention of existing vegetation and plantings to retain and re-vegetate the shoreline buffer.

This approval shall remain in effect for three years from the date of decision.

Carried

**12. Information Items**

- a. None.

**13. New Business**

- a. Barb Bridgeman brought forward the topic of the Ontario Association of Committees of Adjustment & Consent Authorities (OACA), and best practices in writing up a decision for Committee of Adjustment.

Committee spoke to this being a practice in the past how it was helpful to the Committee to provide reasons for their decision.

Staff informed Committee that neighbours can ask to be party or participate in an appeal and the importance of having the reason for the decision made by Committee on each application.

**14. Statistics**

- a. None.

**15. Committee in Closed Session**

- a. None.

**16. Adjournment**

- a. Resolution to Adjourn the Meeting.

Resolution Number CA-15-05/15/2026

Member Bridgeman – Member Grogan-Green

**BE IT RESOLVED THAT** the Committee of Adjustment hearing adjourn at 10:50 a.m. and the next regular Committee of Adjustment hearing will be held on Monday, June 8th, 2026 at 9:00 a.m.

Carried

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A. Edwards, Chair

---

C. Ward, Secretary Treasurer





1 Bailey Street  
Port Carling, ON P0B 1J0

E: [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) P: 705-765-3156 F: 705-765-6755

## COMMITTEE OF ADJUSTMENT - NOTICE OF HEARING

THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES

To consider an application for consent for a proposed land severance pursuant to Section 53 of the Planning Act, R.S.O., 1990, Chapter P. 13, as amended.

**File No.: B/66/25/ML**  
**Roll No.: 4-12-039-20**

<b>Owners:</b>	Daniel Majaina & Tracey Lee Seaward
<b>Address:</b>	No Civic Address Assigned
<b>Description:</b>	Part of Lot 13, Concession 11, (Medora)
<b>Zoning:</b>	Waterfront Residential – Highly Sensitive or Over Threshold Lakes (WR4) Lake Joseph (Category 1 Lake) <span style="float: right;">Schedule: 20</span>
<b>Hearing Date: Monday, June 8th, 2026 at 9:00 a.m.</b>	



Take further notice that this public hearing will be held in a hybrid forum with electronic Zoom participation, and in-person format for those wishing to attend in-person. The hearing will be held in the **Council Chambers, Municipal Office, 1 Bailey Street, Port Carling, ON**. Should you wish to view an electronic copy of the Notice of Hearing for the above-noted application, please visit <https://www.muskokalakes.ca/planning-notices/> or scan the QR code. Please note there may be a delay when the physical notice signs are posted and when the electronic copy of the Notice is available online.

### Explanation of the Purpose and Effect:

Consent/Severance Application B/66/25/ML has been submitted by Daniel Majaina & Tracey Seaward to sever a portion of property (Severed Lot) and add it to an abutting property to the east (Benefitting Lot), also in the ownership of Daniel Majaina & Tracey Lee Seaward.

The Retained Lot and Severed Lot are currently vacant. The Benefitting Lot contains a dwelling, sleeping cabin, shed, boathouse, and dock. The application constitutes a reconfiguration of common lot lines. No new lots are being created.

Please note that this same proposal was conditionally approved by Committee of Adjustment on August 15, 2023 through Consent Application B/26/23/ML, however, this approval lapsed prior to the conditions being fulfilled.

A key map of the subject property and the applicants' consent sketch are included in this notice.



For more information, please contact the Planning Division weekdays between 8:15 a.m. and 4 p.m. at the Municipal Office, or at [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) or by phone at (705) 765-3156. **Please quote the file number noted above.**

## **How to Participate:**

### **Submit Comments in Writing**



If you wish to provide a response to this application, please submit comments to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca), deliver in-person, or mail to P.O. Box 129, 1 Bailey Street, Port Carling, ON, P0B 1J0. For correspondence to be included on the agenda, please submit your comments by: **June 3, 2026.**

**Please note that comments can still be submitted after the agenda has been published.** Personal information collected in response to this Notice of Hearing will be used to assist staff and Council to process this application and will be made public.

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### **Active Participation In-Person or on Zoom**



Hybrid meetings are held at 9:00 a.m. on the above-noted meeting date in Council Chambers at the Municipal Office. For more information about participating, please visit [www.muskokalakes.ca/speaking-at-a-meeting](http://www.muskokalakes.ca/speaking-at-a-meeting)

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### **Watch the Hearing Online**



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**FAILURE TO PARTICIPATE IN HEARING:** If you do not participate in the hearing it may proceed in your absence and, except as otherwise provided in the Planning Act, you will not be entitled to any further notice in the proceedings.

**DECISION & APPEALS:** If you wish to be notified of the decision of the Committee of Adjustment in respect of this application, you must submit a written request to the Committee of Adjustment. **No one other than** the applicant, the municipality, certain public bodies and the minister may file an appeal of the decision of the Committee of Adjustment in respect of the proposed consent. If a person or public body that has the ability to appeal the decision of the Committee of Adjustment in respect of the proposed consent to the Ontario Land Tribunal but does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal. Notwithstanding the above, subsection 53(19) of the Planning Act defines the parties that are eligible to appeal the decision to the Ontario Land Tribunal.

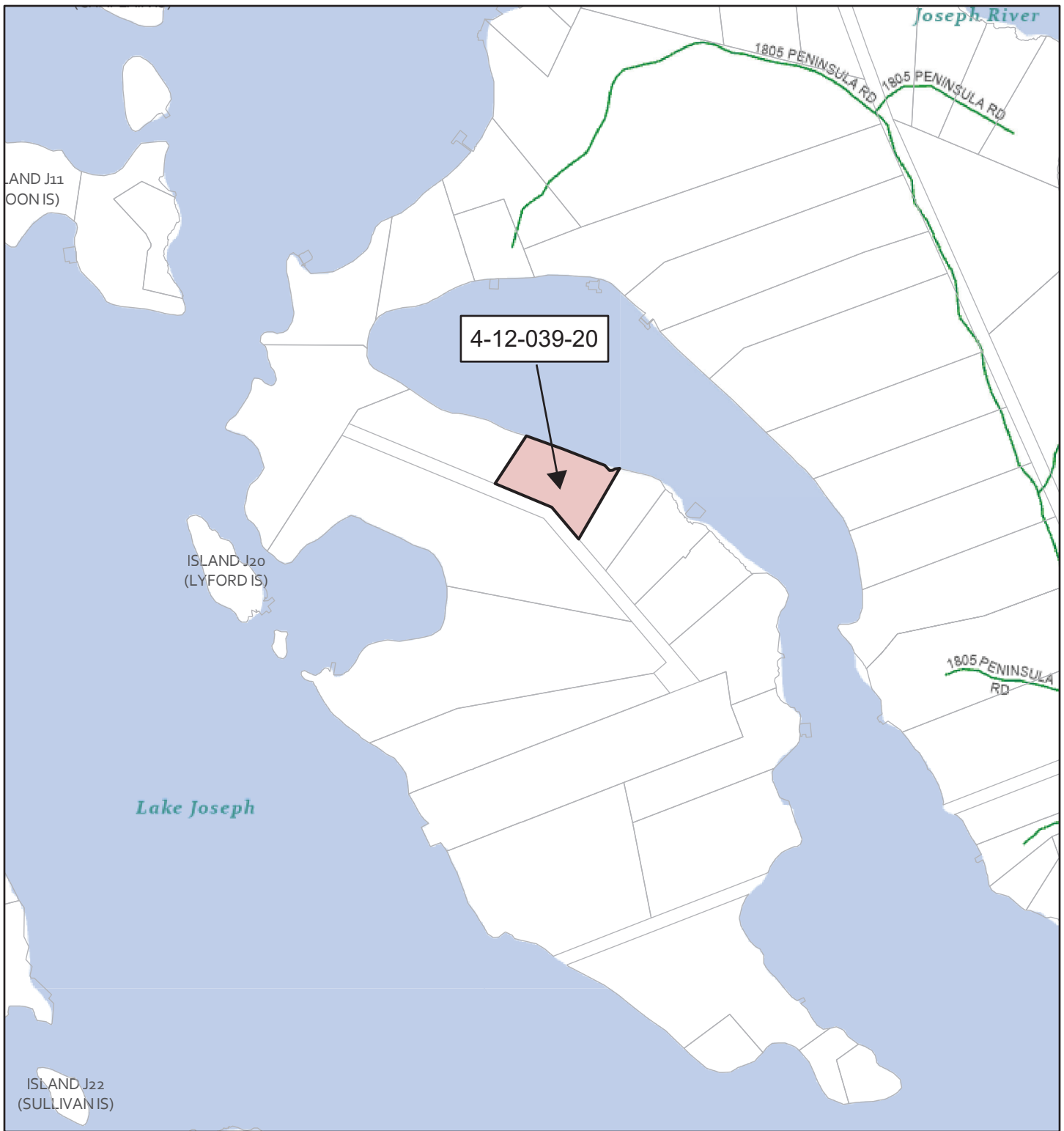
**PLEASE NOTE:** The Committee of Adjustment is a judicial body which makes decisions solely on the information gathered as a Committee. Committee members are not to be contacted prior to the hearing date to avoid a conflict of interest.

Dated at the Township of Muskoka Lakes  
this 21st day of May, 2026.

Chelsea Ward, Secretary-Treasurer  
Committee of Adjustment  
[planning@muskokalakes.ca](mailto:planning@muskokalakes.ca)



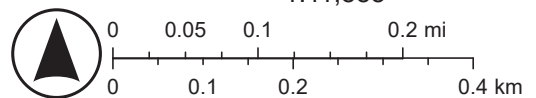
# KEY MAP (B/66/25/ML)



NOT A PLAN OF SURVEY. FOR INFORMATIONAL PURPOSES ONLY.

1:11,888

- |                       |                           |                  |
|-----------------------|---------------------------|------------------|
| Parcel: Assessment    | Road Network              | Waterbody        |
| District Municipality | Private                   | Major Lake       |
| Area Municipality     | Wetland With Significance | Canada_Hillshade |
| Geographic Township   | Evaluated-Provincial      | World_Hillshade  |
|                       | Evaluated-Other           |                  |



Sources: NRCan, Esri, Canada, and Canadian Community Maps contributors., Esri, NASA, NGA, USGS, FEMA



**Staff Report PLAN-2026-081**  
Committee of Adjustment  
**June 8, 2026**

**TO: Chair Edwards and Members of Committee of Adjustment**

**AUTHOR: Emily Crowder, Senior Planner**

**SUBJECT: B/66/25/ML (MAJAINA AND SEAWARD), Part of Block B, Plan 23, Part 2, Plan 35R-21294 (Medora), Civic Address: Not Assigned, Roll #: 4-12-039-20**

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### **RECOMMENDATION**

BE IT RESOLVED THAT Consent be granted for Application B/66/25/ML, (MAJAINA AND SEAWARD), provided the following conditions are fulfilled:

- i. That the Certificate of Consent under Section 53(42), of the Planning Act, along with a "Transfer in Preparation" be prepared by a Solicitor, and shall be given to the Secretary-Treasurer within two (2) years from the date the notice of the decision was given;
- ii. That one hard copy and a digital copy of a satisfactory Registered Reference Plan of the severed lands prepared by an Ontario Land Surveyor, be submitted to the Secretary-Treasurer which corresponds with the application as submitted. A draft copy of the reference plan shall be provided to the Secretary-Treasurer for review and approval prior to registration on title;
- iii. That confirmation be received that the Township is satisfied that the Retained Lot is satisfactory for on-site sewage disposal and that any problems identified with any existing sewage system be corrected to the satisfaction of the Township;
- iv. That Subsection 3 of Section 50 of the Planning Act applies to any subsequent conveyance; and
- v. That a legal undertaking be submitted by the acting solicitor which confirms that the Severed Lot will merge in title to the Benefitting Lot upon registration of the transfer/deeds, which may include a cancellation of consent if necessary.

## REPORT HIGHLIGHTS

This report provides an overview and analysis of Consent Application B/66/25/ML (MAJAINA AND SEAWARD). Through policy analysis, a site visit, and desktop review of available information, staff have concluded that the application is consistent with the Provincial Planning Statement, conforms to the District of Muskoka Official Plan and the Township's Official Plan, subject to the recommended conditions of consent.

## BACKGROUND

The purpose and effect of the proposed application is to sever a portion of land and to add the Severed Lot to an abutting lot to the east (Benefitting Lot). The Retained and Severed Lots are currently vacant. The Benefitting Lot is currently developed with a dwelling, sleeping cabin, boathouse, docks and accessory structures. This application constitutes a change in common lot lines. No new lots are being created. Technical details of the application are summarized in Table 1 below.

Staff note that this same application was conditionally approved by Committee of Adjustment on August 15, 2023 through Consent Application B/26/23/ML. However, this approval lapsed prior to the conditions being fulfilled.

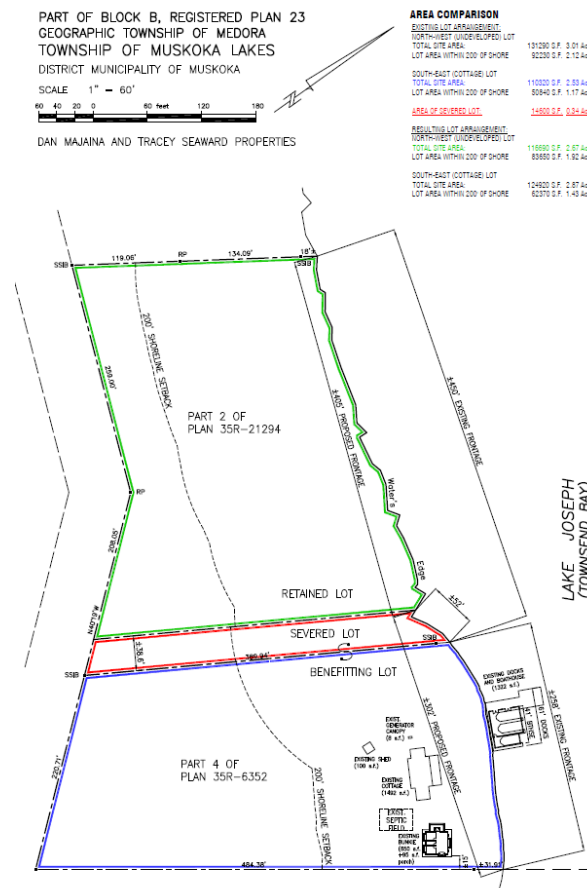


Figure 1. Sketch of the proposed lot addition.

Table 1: Comparison of Existing and Resultant Lot Frontages and Areas

Property Details		Existing	Resultant	By-law Requirements – WR4
<b>Severed Lot</b>	Lot Frontage	N/A	± 52 ft.	ZBL: Existing Dimensions <sup>1</sup>  OP: 300 ft. of frontage and 2 acres in area
	Lot Area	N/A	± 0.34 ac.	
<b>Retained Lot</b>	Lot Frontage	± 450 ft.	± 405 ft.	
	Lot Area	± 3.01 ac.	± 2.67 ac.	
<b>Benefitting Lot</b>	Lot Frontage	± 258 ft.	± 302 ft.	
	Lot Area	± 2.53 ac.	± 2.87 ac.	

<sup>1</sup>Where a lot zoned Waterfront Residential (WR4) is reduced in lot frontage and/or lot area by way of a lot addition consent under the Planning Act, and the retained lot exceeds the minimum lot frontage and lot area requirements of the applicable Waterfront Residential (WR1, WR5, or WR6) zones as defined in Sections 4.1.3.11 and 4.1.3.12 and a minimum lot frontage of 300 feet and minimum lot area of 2 acres on Lake Joseph, relief from the minimum lot frontage and lot area requirements of this By-law are not required.

Table 2: Site-Specific Property Details

Matter	Comment
Official Plan Designation (November 2023 Consolidation)	Waterfront Area
Official Plan Designation (2013 Consolidation)	Waterfront
Zoning (ZBL 2014-14, as amended)	Waterfront Residential – Highly Sensitive or Over Threshold Lakes (WR4)
Zoning Schedule	20
Access	Water Access Only
Servicing	Septic/Lake or Well
Neighbouring Uses	Waterfront Residential – Highly Sensitive or Over Threshold Lakes (WR4)
Original Shore Road Allowance	N/A
Lake/River Category	Category 1 (Lake Joseph)
Site Plan Control	Zoning is Subject to SPC, however, the proposal is exempt.

## ANALYSIS

### Official Plans

The application was reviewed based on the policies in effect at the time the application was submitted. At the time that the subject application was submitted, parts of the Township's 2023 Official Plan were under appeal. Where relevant policies were under appeal, and such policies were not yet in effect, staff refer to applicable policies of the Township's 2013 Official Plan.

### Public Consultation

Notice of this public hearing to be held under the Planning Act for this application was circulated 18 days in advance of the scheduled June 8, 2026, hearing date. Comments from the Emergency Services and Legislative Services departments and the District of Muskoka had been received at the time of writing (see Table A3 below), indicating no objection to the application. Any written comments received up to June 3, 2026, will be attached to Committee's Agenda under Section 10.

### Consent Application B/66/25/ML

Township staff have no concerns with the approval of Consent Application B/66/25/ML, subject to the recommended conditions of consent. In making this determination, key considerations include:

- The Township's Official Plan and Comprehensive Zoning By-law contain minimum lot requirements in the Waterfront/Waterfront Area Designation with the intent and purpose of ensuring that Waterfront lots are of sufficient dimensions and size to accommodate the use proposed, related structures, and services within acceptable standards, and to control density.
- Both the proposed Retained and Resultant Lot (Severed + Benefitting) will meet the lot requirements of the Township's 2013 Official Plan, being 300 feet of frontage and 2 acres in size. The Township's 2023 Official Plan requires a minimum lot frontage of 393.7 feet for water access only properties. Although the frontage of the Retained Lot will be reduced such that it would no longer meet a policy requirement of 393.7 feet of lot frontage for a water access only lot stipulated in the Township's 2023 Official Plan, the lot addition will result in a more even lot configuration and no new lots are proposed. It is important to note that at the time the application was submitted, the applicable 2023 Official Plan Policy (Policy E4.4.4 a)) was under appeal. Applying the Clergy Principle, staff are reviewing the proposal against the 2013 lot creation policy (Policy B 5.21).
- The subject lands are zoned Waterfront Residential – Highly Sensitive or Over Threshold Lakes (WR4) owing to frontage on Lake Joseph, which at the time of

the Zoning By-law being passed was considered to be a highly sensitive waterbody. Typically, applications for consent within this zone must be accompanied by a Zoning By-law Amendment, as the lot frontage and lot area requirements of this zone are those at the time of the By-law passing. However, Comprehensive Zoning By-law 2014-14 provides that where a lot zoned Waterfront Residential (WR4) is reduced in lot frontage and/or lot area by way of a lot addition consent under the Planning Act, and the retained lot exceeds the minimum lot frontage and lot area requirements of the applicable Waterfront Residential (WR1, WR5, or WR6) zones as defined in Sections 4.1.3.11 and 4.1.3.12 and a minimum lot frontage of 300 feet and minimum lot area of 2 acres on Lake Joseph, relief from the minimum lot frontage and lot area requirements of this By-law are not required.

In this case, the applicable zone is WR3, which requires a minimum lot frontage of 300 feet and a minimum lot area of 2 acres. The proposed Retained Lot is to have 405 feet of frontage and be 2.67 acres in size, which exceeds the requirements for water access on Lake Joseph. The Resultant Lot (Severed + Benefitting) will also gain lot frontage and area, which is beneficial.

- Section L11.2.2 a. of the Township's 2023 Official Plan states that a consent may be permitted for the purpose of modifying lot boundaries, provided no new building lot is being created. Section L11.2.2 b. further states that the approval authority shall be satisfied that the boundary adjustment will not affect the viability of the use of the properties affected as intended by this Plan. Staff notes that no new building lots are being created in the subject application, and the lot line adjustment is not anticipated to impact the viability of the use of the Benefitting or Retained Lot
- As part of the consent/severance process, a standard requirement is a servicing inspection by a Township Building Inspector to ensure that proposed lot lines will not affect existing private on-site sewage disposal services/systems and to ensure that any existing systems are functioning properly. Comments from the Township's Septic Inspector have not been received, and therefore staff have included a condition to reflect that.

## General Analysis

Property details, site visit photos, constraints and past planning approvals, and policy considerations are included in an appendix to this report.

## PREPARATION

Original signed by E. Crowder  
**Prepared By**  
Emily Crowder

Original signed by S. Stone  
**Approved By**  
Steve Stone

Senior Planner  
Planning Division  
(705) 765-3156 ext. 310  
[ECrowder@muskokalakes.ca](mailto:ECrowder@muskokalakes.ca)

Manager of Planning  
Planning Division  
(705) 765-3156 ext. 235  
[SStone@muskokalakes.ca](mailto:SStone@muskokalakes.ca)

**APPENDIX**

A1: Site Visit Photos, July 19, 2023

Benefitting Lot



Figure 2: View of Benefitting Lot from Lake Joseph.



Figure 3: Existing dwelling with attached covered porch, sundecks and stairs on the Benefitting Lot.



Figure 4: Sleeping cabin on the Benefitting Lot.



Figure 5: Pumphouse on the Benefitting Lot.



Figure 6: Storage shed with attached sundeck on the Benefitting Lot.



Figure 7: Woodshed on Benefitting Lot.

## Retained Lot



Figure 8: View of Retained Lot from Lake Joseph.

## A2: Agency and Public Comments Submitted at Report Writing

Submission	No Objection	Objection	Comments
District Municipality of Muskoka	✓		No comments.
Township of Muskoka Lakes, Development Services Division	✓		No comments.
Township of Muskoka Lakes, Operational Services	✓		No comments.
Township of Muskoka Lakes Septic Inspector			Comments had not been received at time of writing.
Township of Muskoka Lakes, Emergency Services	✓		No comments.
Township of Muskoka Lakes,	✓		No comments.

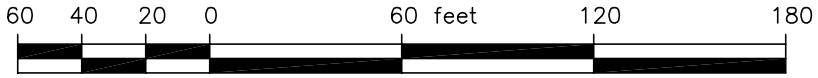
<b>Legislative Services</b>			
<b>Public Comments:</b>			
			None received at the time of writing.

## A3: Planning Policy

<b>Provincial Planning Statement</b>
The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The subject lands are identified as Rural Lands in the PPS, and the application is consistent with it.
<b>District of Muskoka Official Plan</b>
The subject lands are designated Waterfront Area in the District of Muskoka Official Plan. The District Municipality of Muskoka has delegated consent-granting authority under the Planning Act to the Township and is a commenting agency in regard to Provincial and District interests. Comments were received stating no objection.
<b>Township of Muskoka Lakes Official Plan (Approved November, 2023)</b>
The Township's 2023 Official Plan designates the subject lands as Waterfront Area and it is the opinion of Planning staff that the application conforms to the Official Plan, subject to recommended conditions of consent.
<b>Township of Muskoka Lakes Official Plan (Approved April, 2013)</b>
The Township's 2013 Official Plan designates the subject property as Waterfront, and it is the opinion of staff that the application conforms to the Township's Official Plan, subject to the recommended conditions of consent.

PART OF BLOCK B, REGISTERED PLAN 23  
 GEOGRAPHIC TOWNSHIP OF MEDORA  
 TOWNSHIP OF MUSKOKA LAKES  
 DISTRICT MUNICIPALITY OF MUSKOKA

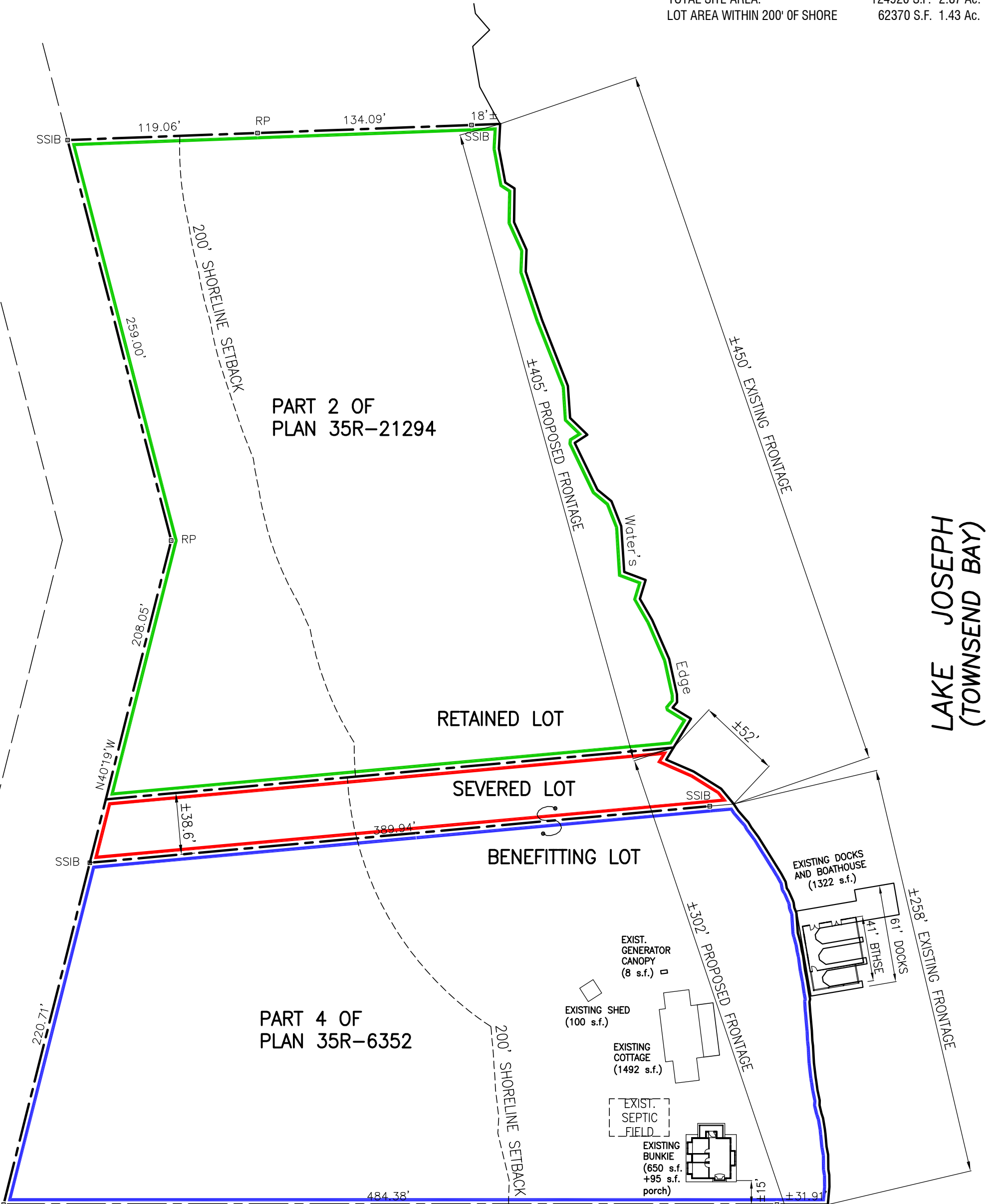
SCALE 1" = 60'



DAN MAJAINA AND TRACEY SEAWARD PROPERTIES

**AREA COMPARISON**

<b>EXISTING LOT ARRANGEMENT:</b>	
NORTH-WEST (UNDEVELOPED) LOT	
TOTAL SITE AREA:	131290 S.F. 3.01 Ac.
LOT AREA WITHIN 200' OF SHORE	92230 S.F. 2.12 Ac.
<b>SOUTH-EAST (COTTAGE) LOT</b>	
TOTAL SITE AREA:	110320 S.F. 2.53 Ac.
LOT AREA WITHIN 200' OF SHORE	50840 S.F. 1.17 Ac.
<b>AREA OF SEVERED LOT:</b>	<b>14600 S.F. 0.34 Ac.</b>
<b>RESULTING LOT ARRANGEMENT:</b>	
NORTH-WEST (UNDEVELOPED) LOT	
TOTAL SITE AREA:	116690 S.F. 2.67 Ac.
LOT AREA WITHIN 200' OF SHORE	83650 S.F. 1.92 Ac.
<b>SOUTH-EAST (COTTAGE) LOT</b>	
TOTAL SITE AREA:	124920 S.F. 2.87 Ac.
LOT AREA WITHIN 200' OF SHORE	62370 S.F. 1.43 Ac.



LAKE JOSEPH  
(TOWNSEND BAY)



1 Bailey Street  
Port Carling, ON P0B 1J0

E: [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) P: 705-765-3156 F: 705-765-6755

## COMMITTEE OF ADJUSTMENT - NOTICE OF HEARING

THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES

To consider an application for consent for a proposed land severance pursuant to Section 53 of the Planning Act, R.S.O., 1990, Chapter P. 13, as amended.

**File No.'s: B/10/11/12/26/ML**  
**Roll No.'s: 4-19-034 & 4-19-034-01**

<b>Owners:</b>	Isabelle and Richard Sevazlian & G To The Fourth Investments LLC
<b>Addresses &amp; Descriptions:</b>	1046 Craigie Lea Road, Unit #11 (4-19-034) Part of Lot 17, Concession 13, Parts 1 to 8, Plan 35R-23632, (Medora)  1046 Craigie Lea Road, Unit #10 (4-19-034-01) Lot 17, Concession 13, Parts 2 to 4, Plan 35R-5077, (Medora)
<b>Zoning:</b>	Waterfront Residential - Highly Sensitive or Over Threshold Lakes (WR4) Lake Joseph (Category 1 Lake) Schedule: 20

**Hearing Date: Monday, June 8<sup>th</sup>, 2026 at 9:00 a.m.**



Take further notice that this public hearing will be held in a hybrid forum with electronic Zoom participation, and in-person format for those wishing to attend in-person. The hearing will be held in the **Council Chambers, Municipal Office, 1 Bailey Street, Port Carling, ON**. Should you wish to view an electronic copy of the Notice of Hearing for the above-noted application, please visit <https://www.muskokalakes.ca/planning-notices/> or scan the QR code. Please note there may be a delay when the physical notice signs are posted and when the electronic copy of the Notice is available online.

### Explanation of the Purpose and Effect:

Three Consent/Severance Applications (B/10/11/12/26/ML) have been submitted to grant rights-of-way over an existing driveway traversing multiple residential properties.

In application B/10/26/ML, Isabelle and Richard Sevazlian propose to grant a right-of-way over a portion of the existing driveway in favour of land in the ownership of G to the Fourth Investments LLC (Benefitting Lot #1).

In the second application (B/11/26/ML), Isabelle and Richard Sevazlian propose to grant a right-of-way over a portion of the existing driveway in favour of land in the ownership of John William Braive (Benefitting Lot #2).

In application B/12/26/ML, G to the Fourth Investments LLC propose to grant a right-of-way over a portion of the existing driveway in favour of land in the ownership of John William Braive (Benefitting Lot #3).

Generally, these applications will provide rights-of-way on title at the Muskoka Land Registry Office.

A key map of the subject property and the applicants' consent sketch are included in this notice.



For more information, please contact the Planning Division weekdays between 8:15 a.m. and 4 p.m. at the Municipal Office, or at [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) or by phone at (705) 765-3156. **Please quote the file number noted above.**

## **How to Participate:**

### **Submit Comments in Writing**



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**Please note that comments can still be submitted after the agenda has been published.** Personal information collected in response to this Notice of Hearing will be used to assist staff and Council to process this application and will be made public.

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**DECISION & APPEALS:** If you wish to be notified of the decision of the Committee of Adjustment in respect of this application, you must submit a written request to the Committee of Adjustment. **No one other than** the applicant, the municipality, certain public bodies and the minister may file an appeal of the decision of the Committee of Adjustment in respect of the proposed consent. If a person or public body that has the ability to appeal the decision of the Committee of Adjustment in respect of the proposed consent to the Ontario Land Tribunal but does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal. Notwithstanding the above, subsection 53(19) of the Planning Act defines the parties that are eligible to appeal the decision to the Ontario Land Tribunal.

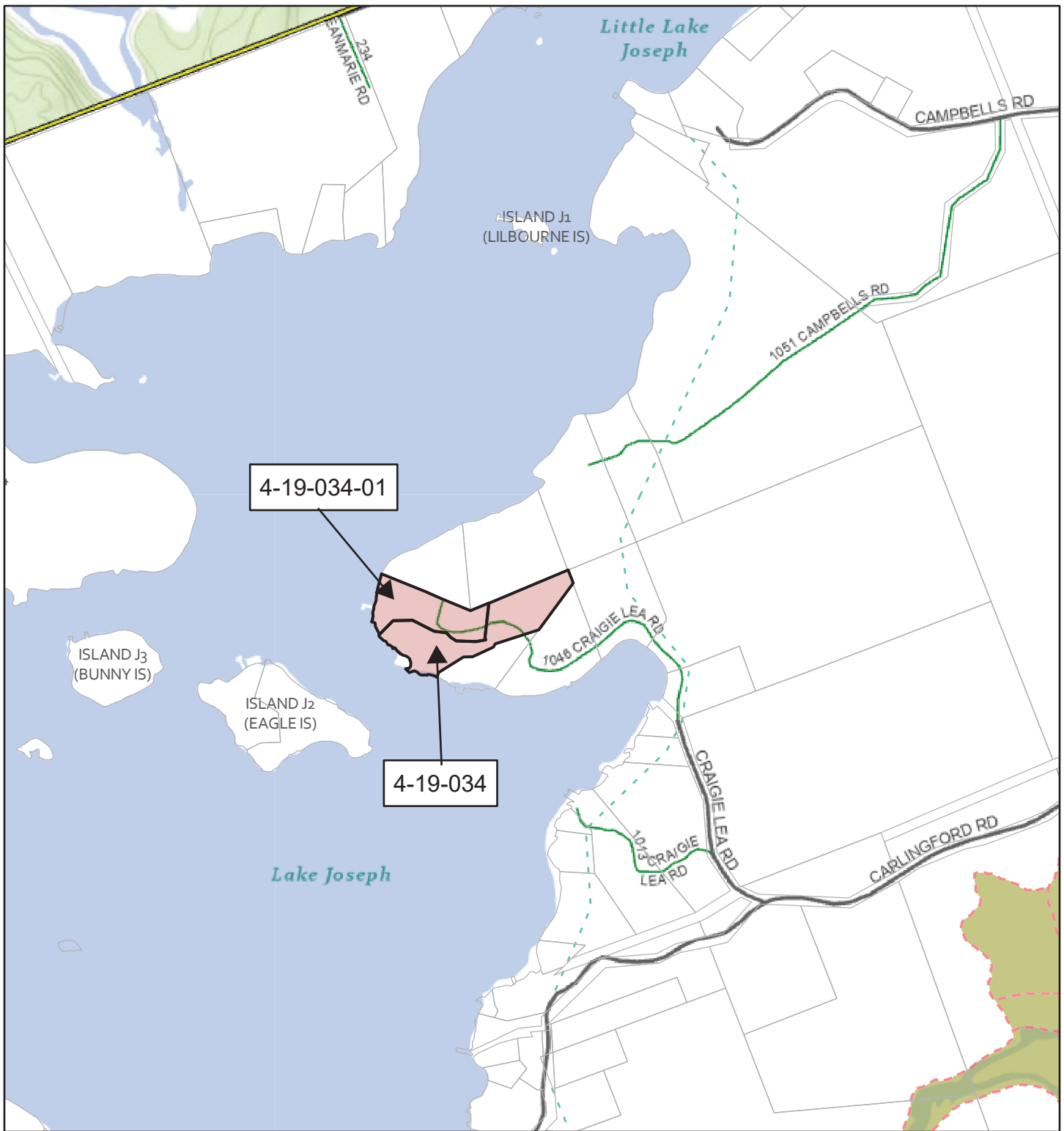
**PLEASE NOTE:** The Committee of Adjustment is a judicial body which makes decisions solely on the information gathered as a Committee. Committee members are not to be contacted prior to the hearing date to avoid a conflict of interest.

Dated at the Township of Muskoka Lakes  
this 22<sup>nd</sup> day of May, 2026.

Chelsea Ward, Secretary-Treasurer  
Committee of Adjustment  
[planning@muskokalakes.ca](mailto:planning@muskokalakes.ca)



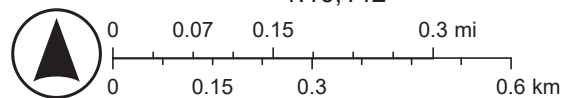
# KEY MAP (B/10/11/12/26/ML)



NOT A PLAN OF SURVEY. FOR INFORMATIONAL PURPOSES ONLY.

1:16,142

- |                       |                           |                  |
|-----------------------|---------------------------|------------------|
| Parcel: Assessment    | Road Network              | Evaluated-Other  |
| District Municipality | Township                  | Waterbody        |
| Area Municipality     | Private                   | Major Lake       |
| Geographic Township   | Wetland With Significance | Canada_Hillshade |
|                       | Evaluated-Provincial      | World_Hillshade  |



Sources: NRCan, Esri Canada, and Canadian Community Maps contributors., Esri, NASA, NGA, USGS, FEMA



**Staff Report PLAN-2026-076**  
Committee of Adjustment  
June 8<sup>th</sup>, 2026

**TO:** Chair Edwards and Members of Committee of Adjustment

**AUTHOR:** Teslyn Heron, Planner

**SUBJECT:** B/10/11/12/26/ML (SEVAZLIAN & G TO THE FOURTH INVESTMENTS LLC), Part of Lot 17, Concession 13, Parts 1 to 8, Plan 35R-23632 (Medora) Civic Address: 1046 Craigie Lea Road, Unit #10 & 11 Roll #: 4-19-034-01 & 4-19-034

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## **RECOMMENDATION**

BE IT RESOLVED THAT Consent be granted for Applications B/10/11/12/26/ML, (SEVAZLIAN & G TO THE FOURTH INVESTMENTS LLC), provided the following conditions are fulfilled:

- i. That the Certificate of Consent under Section 53(42), of the Planning Act, along with a "Transfer in Preparation" be prepared by a Solicitor, and shall be given to the Secretary-Treasurer within two (2) years from the date the notice of the decision was given;
- ii. That one hard copy and a digital copy of a satisfactory Registered Reference Plan of the severed lands/rights-of-way/easements prepared by an Ontario Land Surveyor, be submitted to the Secretary-Treasurer which corresponds with the application as submitted. A draft copy of the reference plan shall be provided to the Secretary-Treasurer for review and approval prior to registration on title; and
- iii. That confirmation be received that the Township is satisfied that the Retained Lot is satisfactory for on-site sewage disposal and that any problems identified with any existing sewage system be corrected to the satisfaction of the Township.

## **REPORT HIGHLIGHTS**

This report provides an overview and analysis of Consent Applications B/10/11/12/26/ML (SEVAZLIAN AND G TO THE FOURTH INVESTMENTS LLC). Through policy analysis, a site visit, and desktop review of available information, staff have concluded that the applications to grant rights-of-way, is consistent with the Provincial Planning Statement,

conforms to the District of Muskoka Official Plan, and conforms to the Township's Official Plans, subject to the recommended conditions of consent.

**BACKGROUND**

Three Consent/Severance Applications (B/10/11/12/26/ML) have been submitted to grant rights-of-way over an existing driveway traversing multiple residential properties.

In application B/10/25/ML, Isabelle and Richard Sevazlian propose to grant a right-of-way over a portion of the existing driveway in favour of land in the ownership of G to the Fourth Investments (Benefitting Lot #1).

In the second application (B/11/26/ML), Isabelle and Richard Sevazlian propose to grant a right-of-way over a portion of the existing driveway in favour of land in the ownership of John William Brave (Benefitting Lot #2).

In application B/12/26/ML, G to the Fourth Investments LLC propose to grant a right-of-way over a portion of the existing driveway in favour of land in the ownership of John William Brave (Benefitting Lot #3).

Generally, these applications will provide rights-of-way on title at the Muskoka Land Registry Office.

A sketch of the proposed consent/severances are shown in Figures 1 & 2 below.

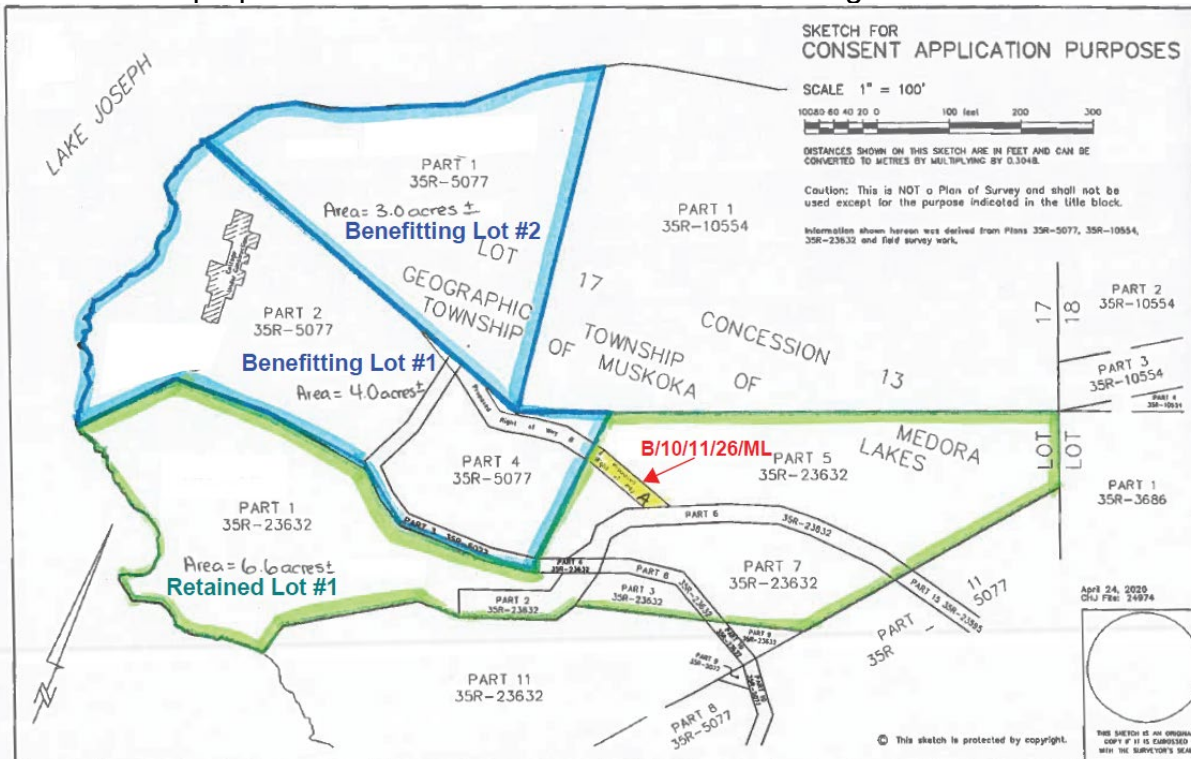


Figure 1: Sketch of proposed right-of-way (in favour of G to the Fourth Investments LLC and John William Brave).

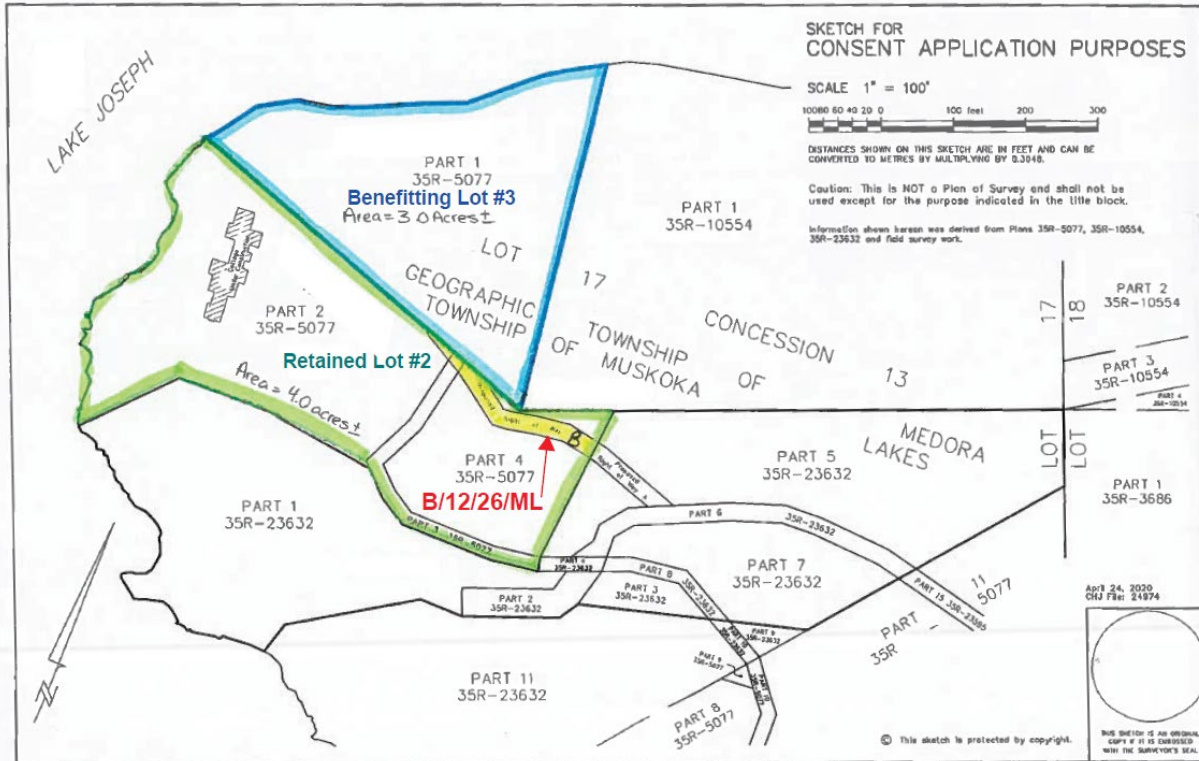


Figure 2: Sketch of proposed right-of-way (in favour of John William Braive).

The site-specific property details are outlined in Table 1 below.

Table 1: Site-Specific Property Details

Matter	Comment
Official Plan Designation (November 2023 Consolidation)	Waterfront Area
Official Plan Designation (2013 Consolidation)	Waterfront
Zoning (ZBL 2014-14, as amended)	Waterfront Residential - Highly Sensitive or Over Threshold Lakes (WR4)
Zoning Schedule	20
Access	1046 Craigie Lee Road - Private
Servicing	Septic/Lake or Well
Abutting Zoning Categories	Waterfront Residential - Highly Sensitive or Over Threshold Lakes (WR4)
Original Shore Road Allowance	N/A
Lake/River Category	1 (Lake Joseph)
Site Plan Control	Automatically Subject to SPC Due to Zoning; However, Rights-Of-Way Are Exempt.

## ANALYSIS

### Official Plans

These applications were reviewed based on the policies in effect at the time that the applications were submitted. At the time that the subject applications were submitted, parts of the Township's 2023 Official Plan were under appeal. Where relevant policies were under appeal and such policies were not yet in effect, staff refer to applicable policies of the Township's 2013 Official Plan.

### Public Consultation

Notice of this public hearing to be held under the Planning Act for these applications were circulated 17 days in advance of the scheduled June 8<sup>th</sup>, 2026 hearing date and four (4) written departmental comments have been received at the time of writing (see Table A3 below). No comments were received stating any objections to these applications. Comments from the District Municipality of Muskoka have also been received, indicating no objection to these applications. Any written comments received up to June 3<sup>rd</sup>, 2026, will be attached to Committee's Agenda under Section 10.

### Consent Applications B/10/11/12/26/ML

Township staff have no concerns with the approval of Consent Applications B/10/11/12/26/ML, subject to the recommended conditions of consent. In making this determination, key considerations include:

- As shown in Figure 1, rights-of-way (B/10/11/26/ML) (highlighted in yellow) are proposed to be granted in favour of G to the Fourth Investments LLC & John William Braive over a portion of the subject property located at 1046 Craigie Lea Road, Unit #11. In addition, a right-of-way (B/12/26/ML), highlighted in yellow and shown on Figure 2, proposes to grant access in favour of John William Briave over a portion of the subject property located at 1046 Craigie Lea Road, Unit #10.
- An objective of the Township's 2023 Official Plan is to ensure that access is generally provided to a standard appropriate to the situation. Access to waterfront lots is typically provided in three ways: 1) by the public road network, 2) by a private road, or 3) by a navigable waterway. The establishment of legal access is important from an ownership perspective, and the Township's Official Plan contemplates access to properties abutting the waterfront by existing private roads where legal rights-of-way can be established. The establishment of mainland road access is preferable for the provision of emergency services and reduces pressure on waterfront landings and marinas.

Access to the lots have historically used an existing driveway to access the existing dwellings. The new proposed rights-of-way are proposed to be relocated in order

to provide newly configured legal access to the lots. They will be registered on title of each of the subject lots.

- As part of the consent/severance process, a standard requirement is a servicing inspection by a Township Building Inspector to ensure that proposed rights-of-way/easements will not affect existing private on-site sewage disposal services/systems and to ensure that any existing systems are functioning properly. Comments from the Township's Septic Inspector had not been received at the time of writing. As such, a condition of consent requiring a servicing inspection has been included in staff's recommendation.
- The Township's Official Plan is generally silent with regards to the establishment of rights-of-way across private lands and staff acknowledge that easements are generally private matters. Staff have no concerns with the applications and recommend approval, subject to the recommended conditions.

## General Analysis

Site visit photos, property constraints and past planning approvals, and policy considerations are included in an appendix to this report.

## PREPARATION

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**Prepared By**

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Emily Crowder

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Original signed by S. Stone

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## APPENDIX

## A1: Property Constraints, and Background

Matter	Comment
Species at Risk (SAR)	<p>SAR may be encountered in the area. More information regarding SAR can be found at <a href="http://www.ontario.ca/SpeciesAtRisk">www.ontario.ca/SpeciesAtRisk</a>. Property owners should consult the Ministry of the Environment Conservation, and Parks (MECP) to ensure any proposed development will not have any adverse impacts on SAR or SAR habitat. Given the applicant's statutory obligations under the <i>Endangered Species Act, 2007</i>, an evaluation of potential habitat of endangered and threatened species and impacts has not been completed, however, one can be requested by Committee if desired.</p>
Past Planning Approvals	<p>B/11/12/13/20/ML – Approved by Committee of Adjustment on October 13<sup>th</sup>, 2020.</p> <ul style="list-style-type: none"> <li>- To create a new right-of-way.</li> <li>- The conditions of approval were not fulfilled prior to the approval lapsing.</li> </ul> <p>B/62/10/ML - Approved by Committee of Adjustment on October 8<sup>th</sup>, 2010 to create a new lot., now known as Unit #11 in the subject applications.</p> <p>B/52/53/10/ML - Approved by Committee of Adjustment on November 10<sup>th</sup>, 2020 to grant a right-of-way. This right-of-way is proposed to be extinguished.</p>

A2: Site Visit Photos, May 5<sup>th</sup>, 2026.



Figure 1A: Proposed right-of-way access to Unit #10 & #12.



Figure 2A: Proposed right-of-way to Units #10, #11 & #12.

## A3: Agency and Public Comments Submitted at Report Writing

Submission	No Objection	Objection	Comments
District Municipality of Muskoka	✓		No objection.
Township of Muskoka Lakes, Development Services Division	✓		No objection.
Township of Muskoka Lakes, Operational Services	✓		No comments.
Township of Muskoka Lakes Septic Inspector			Comments were not received at the time of report writing.
Township of Muskoka Lakes, Emergency Services	✓		Required fire department access routes shall: Have a minimum unobstructed width of 6.0 m. Provide a minimum overhead clearance of 5.0 m. Maintain a minimum centreline turning radius of 12 m. Be designed and constructed to support fire apparatus loading. Be surfaced with asphalt, concrete, or equivalent all-weather material. Be maintained year-round for emergency vehicle access. No comments.
Township of Muskoka Lakes, Legislative Services	✓		No comments.
<b>Public Comments:</b>			
			None received at the time of writing.

## A4: Planning Policy

<b>Provincial Planning Statement</b>
The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The subject lands are

identified as Rural Lands in the PPS and the applications are consistent with the applicable policies in the PPS.

**District of Muskoka Official Plan**

The subject lands are designated Waterfront Area in the District of Muskoka Official Plan. The District Municipality of Muskoka has delegated consent-granting authority under the Planning Act to the Township and is a commenting agency in regard to Provincial and District interests. Comments were received stating no objection.

**Township of Muskoka Lakes Official Plan (Approved November 20, 2023)**

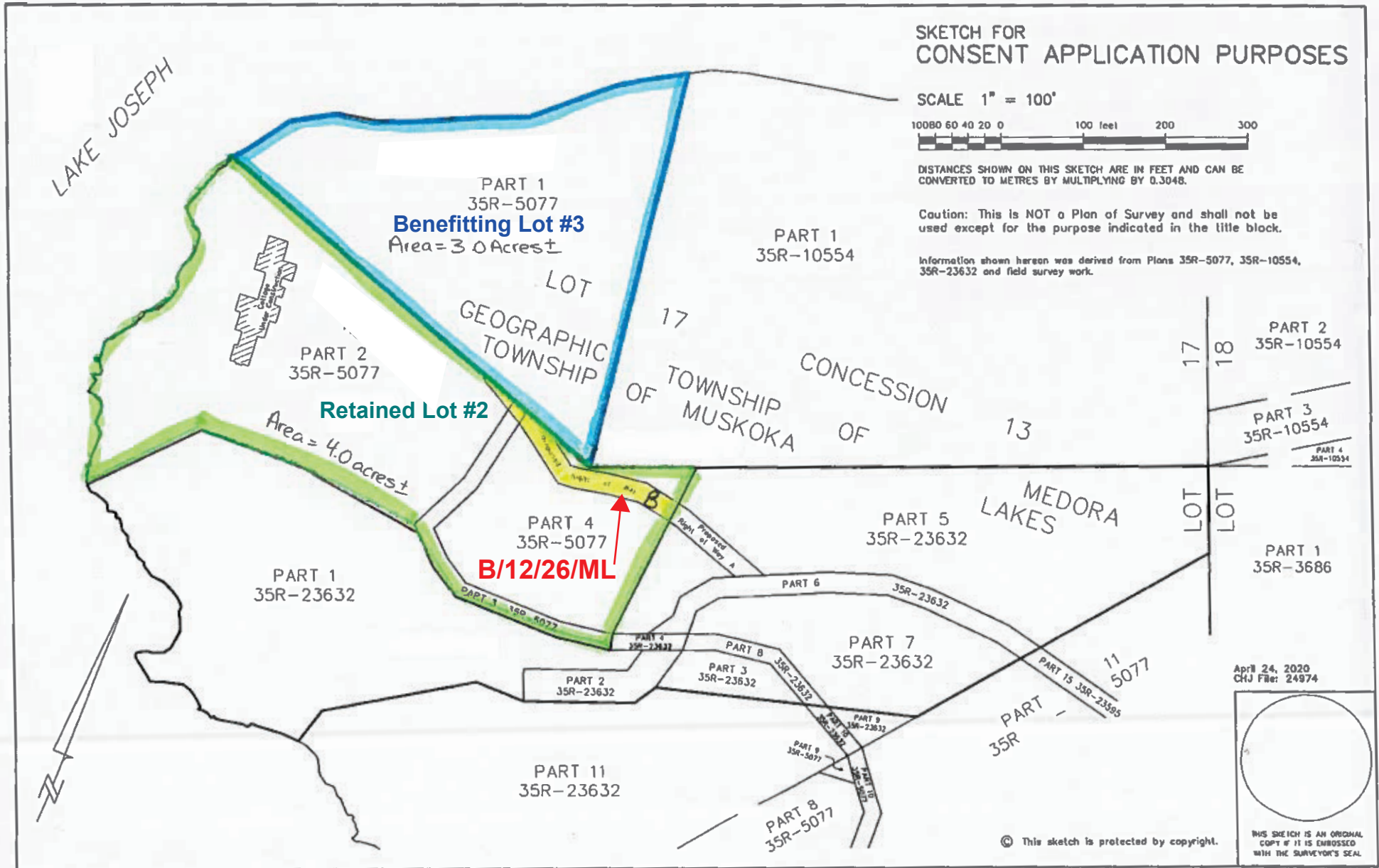
The Township's 2023 Official Plan designates the subject property as Waterfront Area, and it is the opinion of staff that the applications conform to the Township's 2023 Official Plan, subject to the recommended conditions of consent.

**Township of Muskoka Lakes Official Plan (Approved April, 2013)**

The Township's 2013 Official Plan designates the subject property as Waterfront, and it is the opinion of staff that the applications conform to the Township's 2013 Official Plan, subject to the recommended conditions of consent.



# CONSENT SKETCH



NOT TO SCALE

## COMMITTEE OF ADJUSTMENT - NOTICE OF HEARING

### THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES

To consider an application for a proposed minor variance to Zoning By-law 2014-14 pursuant to Section 45 of the Planning Act, R.S.O., 1990, Chapter P. 13, as amended.

**File No.: A-85/25**  
**Roll No.: 4-24-039**

<b>Owners:</b>	PJD Properties Inc. & Patrick Dovigi
<b>Address</b>	1 Island J24 (Fawn Island)
<b>Description:</b>	Part of Fawn Island, Parts 1 and 2, Plan 35R-22173, Parts 1 and 3, Plan 35R-22614, (Medora)
<b>Zoning:</b>	Waterfront Residential – Highly Sensitive or Over Threshold Lakes (WR4) Lake Joseph (Category 1 Lake) Schedule: 27

**Hearing Date: Monday, June, 8th, 2026 at 9:00 a.m.**



Take further notice that this public hearing will be held in a hybrid forum with electronic Zoom participation, and in-person format for those wishing to attend in-person. The hearing will be held in the **Council Chambers, Municipal Office, 1 Bailey Street, Port Carling, ON**. Should you wish to view an electronic copy of the Notice of Hearing for the above-noted application, please visit <https://www.muskokalakes.ca/planning-notices/> or scan the QR code. Please note there may be a delay when the physical notice signs are posted and when the electronic copy of the Notice is available online.

#### Explanation of the Purpose and Effect:

The applicant proposes to reconstruct and enlarge a two-storey dwelling. The following is a summary of the requested variance:

Variance	ZBL 2014-14 Section(s)	Description	Permitted	Proposed	Variance	Proposal
A	4.1.3, 4.1.3.6 & 4.1.3.7	Maximum Lot Coverage (Entire Lot & Within 200 ft. of High Water Mark*)	10% (5,521 sq. ft.)	11% (6,073 sq. ft.)	1% (552 sq. ft.)	To Reconstruct a Dwelling

\*Entire property is within 200 feet of high water mark.

A key map of the subject property and the applicants' site plan and any drawings are included in this notice.

For more information, please contact the Planning Division weekdays between 8:15 a.m. and 4 p.m. at the Municipal Office, or at [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) or by phone at (705) 765-3156. **Please quote the file number noted above.**

## **How to Participate:**

### **Submit Comments in Writing**



If you wish to provide a response to this application, please submit comments to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca), deliver in-person, or mail to P.O. Box 129, 1 Bailey Street, Port Carling, ON, P0B 1J0. For correspondence to be included on the agenda, please submit your comments by: **June 3, 2026.**

**Please note that comments can still be submitted after the agenda has been published.** Personal information collected in response to this Notice of Hearing will be used to assist staff and Council to process this application and will be made public.

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### **Active Participation In-Person or on Zoom**



Hybrid meetings are held at 9:00 a.m. on the above-noted meeting date in Council Chambers at the Municipal Office. For more information about participating, please visit [www.muskokalakes.ca/speaking-at-a-meeting](http://www.muskokalakes.ca/speaking-at-a-meeting)

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### **Watch the Hearing Online**



You can access the hearing from YouTube on the Township of Muskoka Lakes YouTube Channel. If the live webcast fails, the hearing recording will be posted under the Government Portal on [www.muskokalakes.ca](http://www.muskokalakes.ca)

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**FAILURE TO PARTICIPATE IN HEARING:** If you do not participate in the hearing it may proceed in your absence and, except as otherwise provided in the Planning Act, you will not be entitled to any further notice in the proceedings.

**DECISION & APPEALS:** If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must make a written request to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca). Furthermore, **no one other than** the applicant, the municipality, certain public bodies, a “specified person” (as defined by the Planning Act 1(1)), and the minister may file an appeal of the decision of the Committee of Adjustment in respect of the proposed variance. If they do not make a written submission to the Secretary Treasurer before the variance is approved or refused, then the Ontario Land Tribunal may dismiss the appeal.

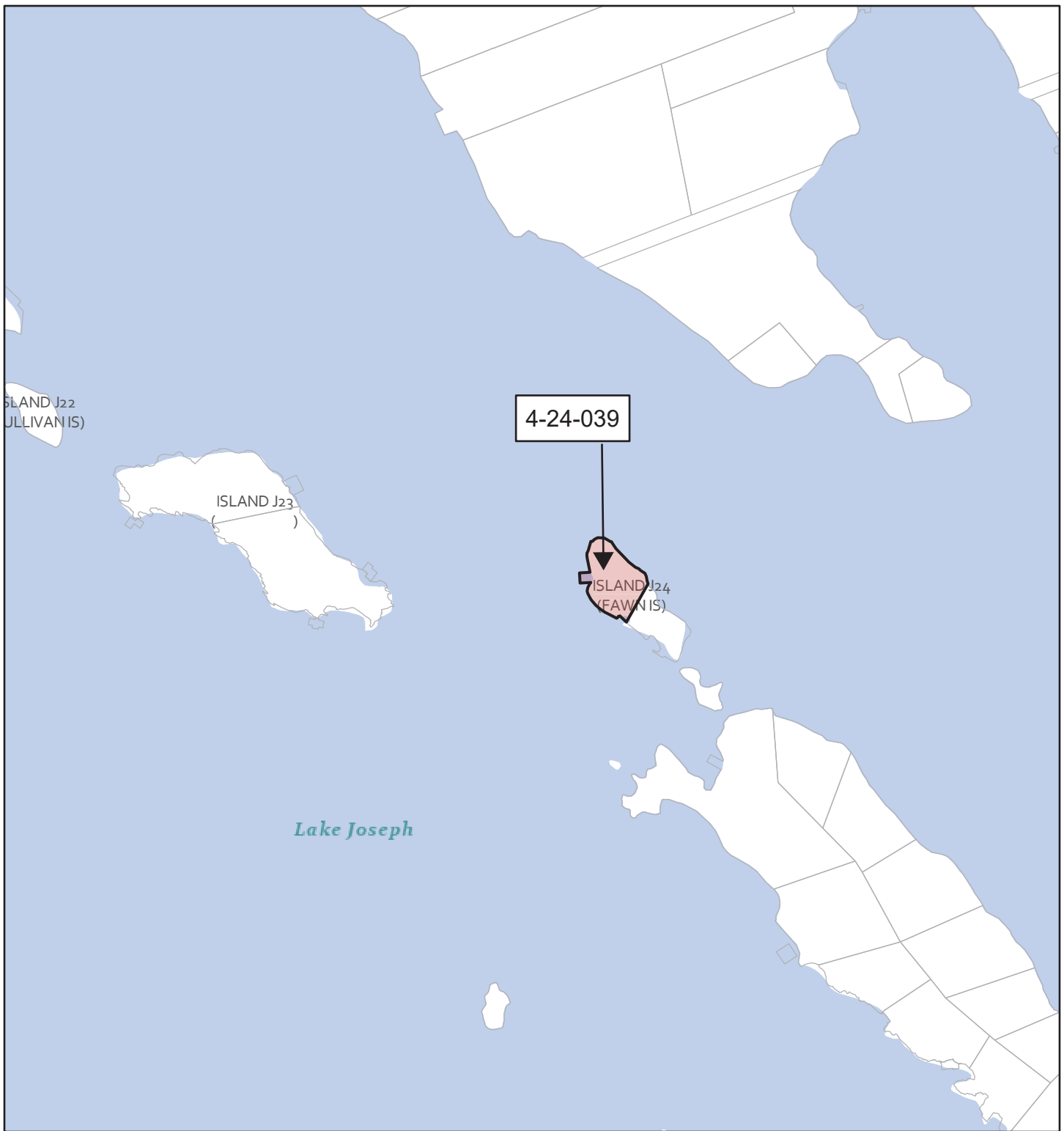
**PLEASE NOTE:** The Committee of Adjustment is a judicial body which makes decisions solely on the information gathered as a Committee. Committee members are not to be contacted prior to the hearing date to avoid a conflict of interest.

Dated at the Township of Muskoka Lakes  
this 19th day of May, 2026.







Chelsea Ward, Secretary-Treasurer  
Committee of Adjustment  
[planning@muskokalakes.ca](mailto:planning@muskokalakes.ca)

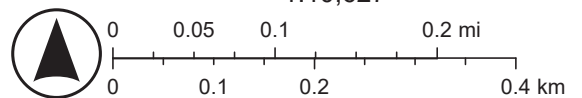


# KEY MAP, A-85/25



NOT A PLAN OF SURVEY. FOR INFORMATIONAL PURPOSES ONLY.

- |  |                       |   |                  |
|--|-----------------------|---|------------------|
|  | Parcel: Assessment    |  | Waterbody        |
|  | District Municipality |  | Major Lake       |
|  | Area Municipality     |   | Canada_Hillshade |
|  | Geographic Township   |   | World_Hillshade  |



Esri, NASA, NGA, USGS, FEMA, Sources: NRCan, Esri Canada, and Canadian Community Maps contributors.



**Staff Report PLAN-2026-083**  
Committee of Adjustment  
June 8, 2026

**TO:** Chair Edwards and Members of Committee of Adjustment

**AUTHOR:** Kaitlyn Walker, Intermediate Planner

**SUBJECT:** A-85/25, (PJD PROPERTIES INC & DOVIGI), Part of Fawn Island, Parts 1 and 2, Plan 35R-22173. Parts 1 and 3, Plan 35R-22614, (Medora), Civic Address: 1 Island J24 (Fawn Island), Roll #: 4-24-039

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## **RECOMMENDATIONS**

BE IT RESOLVED THAT Minor Variance Application A-85/25 (PJD PROPERTIES INC & DOVIGI), to reconstruct and enlarge a two-storey dwelling, is hereby APPROVED with the following variance being granted:

- i. To permit a maximum lot coverage of 11% or 6,073 square feet over the entire lot and within 200 feet of the high water mark.

This variance is granted as shown on the plan attached to the Notice of Decision.

This approval shall remain in effect for three years from the date of decision.

## **REPORT HIGHLIGHTS**

This report provides an overview and analysis of Minor Variance Application A-85/25 (PJD PROPERTIES INC & DOVIGI). Through policy analysis, a site visit, and a desktop review of available information, staff have concluded that the proposed variance necessary to reconstruct and enlarge a two storey dwelling meets the four tests of a minor variance application under the *Planning Act*.

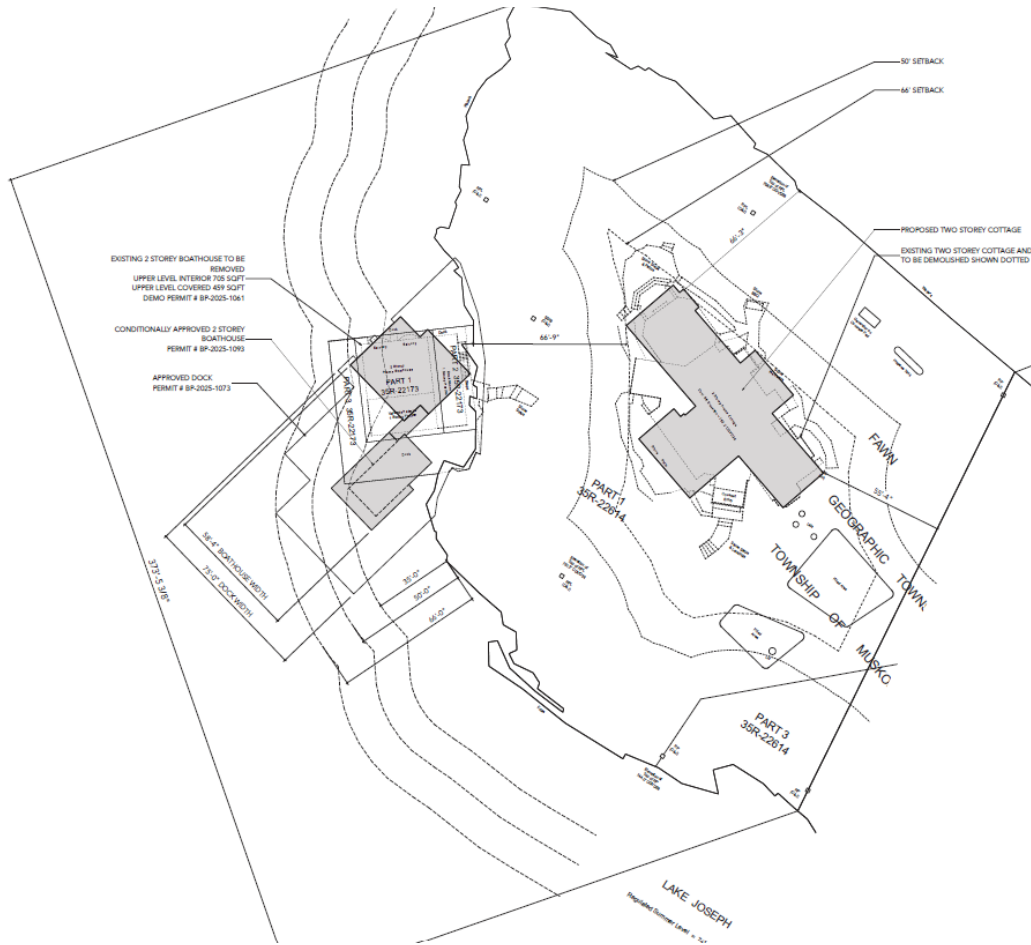


Figure 1: Site Plan

**BACKGROUND**

The purpose and effect of the proposed Minor Variance Application A-85/25 (PJD PROPERTIES INC & DOVIGI) is to demolish an existing two storey dwelling and construct a new two storey dwelling. Technical details of the application are summarized in Table 1 below.

Table 1: Summary of Necessary Variances

Variance	ZBL 2014-14 Section(s)	Description	Permitted	Proposed	Variance	Proposal
A	4.1.3, 4.1.3.6 & 4.1.3.7	Maximum Lot Coverage (Entire Lot & Within 200 ft. of High Water Mark*)	10% (5,521 sq. ft.)	11% (6,073 sq. ft.)	1% (552 sq. ft.)	To Reconstruct a Dwelling

\*Entire property is within 200 feet of high water mark.

The site specific property details are outlined in Table 2 below.

Table 2: Site Specific Property Details

<b>Matter</b>	<b>Comment</b>
Official Plan Designation (November 2023 Consolidation)	Waterfront Area
Official Plan Designation (April 2013 Consolidation)	Waterfront
Zoning (ZBL 2014-14, as amended)	Waterfront Residential – Highly Sensitive or Over Threshold Lakes (WR4)
Zoning Schedule	27
Access	Water Access
Lot Area	± 55,212 sq. ft. (1.3 acres)
Lot Frontage	± 373 ft.
Servicing	Lake Water/Septic
Abutting Zoning Categories	Waterfront Residential – Highly Sensitive or Over Threshold Lakes (WR4)
Original Shore Road Allowance	N/A
Lake/River Category	1 (Lake Joseph)
Site Plan Control	WR4 is automatically subject to Site Plan control however the proposed structures are exempt.

## ANALYSIS

### Official Plans

The application was reviewed based on the policies in effect at the time of the application was submitted complete. At the time that the subject application was submitted complete, parts of the Township's 2023 Official Plan were under appeal. Where relevant policies were under appeal and such policies were not yet in effect, staff refer to applicable policies of the Township's 2013 Official Plan.

### Public Consultation

Notice of this public hearing to be held under the Planning Act for this application was circulated 20 days in advance of the scheduled June, 8, 2026 hearing date and 4 written departmental comments have been received at the time of writing (see Table A3 below). No concerns had been received at the time of writing. Any written comments received up to June 3, 2026 will be attached to Committee's Agenda under Section 10 of the Agenda.

### Four Tests of a Minor Variance

A minor variance application is evaluated against four tests prescribed under Section 45(1) of the Planning Act as follows:

- 1) Does it meet the general intent and purpose of the Official Plan?
- 2) Does it meet the general intent and purpose of the Comprehensive Zoning By-law?
- 3) Is it desirable for appropriate development or use of the land, building or structure?
- 4) Is it minor in nature?

Proposed Variances A – Maximum Permitted Lot Coverage (Entire Lot & Within 200 ft. of the High Water Mark)

It is the opinion of staff that the requested variance meets the four tests. In making this determination, key considerations include:

- The Township's 2013 Official Plan and Comprehensive Zoning By-law generally limit lot coverage within the Waterfront Designation to manage negative impacts of development on the environment, to ensure that built form does not dominate the shoreline, and to protect the character of lakes. The 2013 Official Plan is clear that the maximum permitted lot coverage on a Category 1 Lake (Lake Joseph) is 10% of the total lot area; this policy is implemented through zoning provisions. Policy B.9.2 of the Township's 2013 Official Plan requires strict adherence to coverage policies but does not require an Official Plan Amendment for a variation not exceeding 11%.
- Numerically, the extent of the requested relief is for 6,073 sq. ft, or 11% on the entire lot and within 200 feet of the high water mark. The extent of the requested relief conforms to a lot coverage increase that can be contemplated on waterfront residentially zoned properties on Lake Joseph without an accompanying Official Plan Amendment per the Township's 2013 Official Plan.
- Numerous Official Plan policies encourage shorelines to be maintained in a predominantly natural state with tree cover and ground vegetation extending across the lot's shoreline to a target depth of 50 feet. Section B, Policy 6.5 of the Township's 2013 Official Plan explains that the role of natural vegetated shorelines in buffering waterbodies from erosion, siltation, and nutrient migration adjacent to the sensitive littoral zone is critical to the protection of water quality.

In this case, the subject property is well treed. The naturally vegetated shoreline buffer screens the majority of land based development from lake side views. In the opinion of staff, the resulting built form will not dominate over the natural environment and the character of the waterfront will be maintained.

- The existing dwelling is 39.5 feet in height which was approved through Minor Variance A-15/10. The proposed dwelling will comply with the maximum height of 35 feet, as per the Township's Zoning By-law.

- The existing two storey boathouse and associated dock is proposed to be replaced. A building permit has been issued for the dock and the building permit for the two storey boathouse has been submitted. The proposed boathouse will be located in a similar location as the existing boathouse and will comply with all requirements of the Township's Zoning By-law.

## General Analysis

Site visit photos, property constraints and past planning approvals, and policy considerations are included in an appendix to this report.

## PREPARATION

Original signed by K. Walker

**Prepared By**

Kaitlyn Walker

Intermediate Planner

Planning Division

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[KWalker@muskokalakes.ca](mailto:KWalker@muskokalakes.ca)

Original signed by S. Stone

**Approved By**

Steve Stone

Manager of Planning

Planning Division

(705) 765-3156 ext. 235

[SStone@muskokalakes.ca](mailto:SStone@muskokalakes.ca)

**APPENDIX**

A1: Property Constraints, and Background

Matter	Comment
Species at Risk (SAR)	<p>SAR may be encountered in the area. More information regarding SAR can be found at <a href="http://www.ontario.ca/SpeciesAtRisk">www.ontario.ca/SpeciesAtRisk</a>. Property owners should consult the Ministry of the Environment Conservation, and Parks (MECP) to ensure any proposed development will not have any adverse impacts on SAR or SAR habitat. Given the applicant's statutory obligations under the <i>Endangered Species Act, 2007</i>, an evaluation of potential habitat of endangered and threatened species and impacts has not been completed, however, one can be requested by Committee if desired.</p>
Deer Wintering Habitat	<p>A review of available mapping indicates that the subject property is within a Stratum 2 Deer Wintering Area. Stratum 1 habitat is described as the core habitat where deer concentrate in mid-winter once snow depth generally exceeds 50cm and deer movement is restricted. Stratum 2 habitat generally surrounds Stratum 1 habitat. Minimal tree removal is required for the proposed development as it will utilize the existing dwellings footprint. Given this consideration, staff have not requested an evaluation of the impacts to deer wintering habitat, although Committee can request one if desired.</p>
Relevant Past Planning Approvals	<p>Zoning By-law Amendment, ZBA-73/97, By-law 1997-153</p> <ul style="list-style-type: none"> <li>- Permits the lot area and frontage as shown on Schedule I.</li> </ul> <p>Zoning By-law Amendment, ZBA-15/08, By-law 2008-45</p> <ul style="list-style-type: none"> <li>- Amends By-law 1997-153 to permits the minimum lot area to be as shown on Schedule I to the By-law.</li> </ul> <p>Minor Variance, A-15/10</p> <ul style="list-style-type: none"> <li>- Permit a dwelling height of 39.5 feet.</li> </ul>

A2: Site Visit Photos, May 20, 2026



Figure 1: Existing two storey boathouse and location of proposed two storey boathouse.



Figure 2: North point and northern shoreline of subject property.



Figure 3: Northern shoreline of subject property and boathouse on the neighbouring property to the south.



Figure 4: Existing dwelling and proposed location of new dwelling.

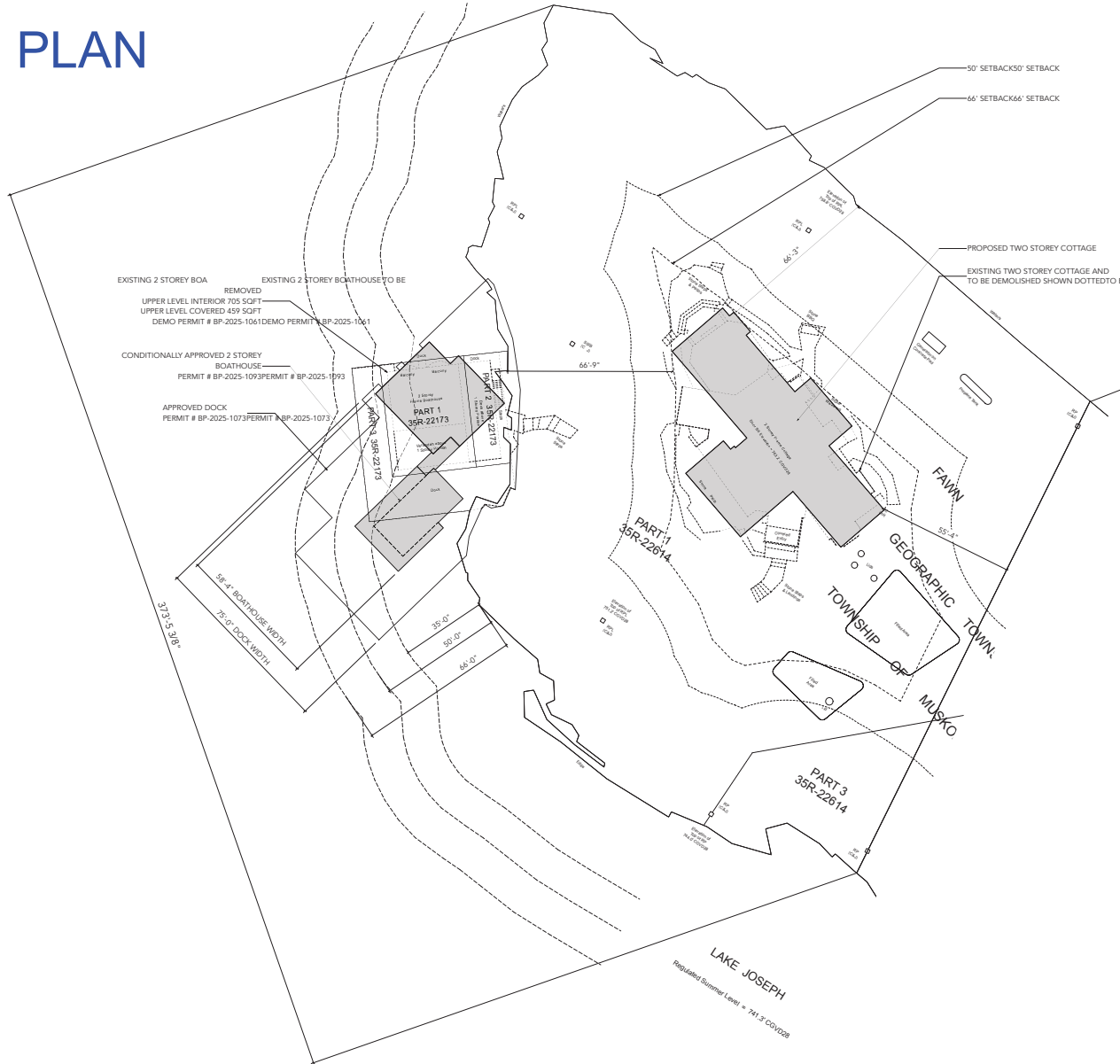
A3: Agency and Public Comments Submitted at Report Writing

<b>Submission</b>	<b>No Objection</b>	<b>Objection</b>	<b>Comments</b>
<b>Township of Muskoka Lakes, Development Services Division</b>	✓		No objections related to Ontario Building Code.
<b>Township of Muskoka Lakes, Operational Services</b>	✓		No comments.
<b>Township of Muskoka Lakes, Emergency Services</b>	✓		No comments.
<b>Township of Muskoka Lakes, Legislative Services</b>	✓		No comments.
<b>Public Comments:</b>			
			Public comments had not been received at the time of report writing.

A5: Planning Policy

<b>Provincial Planning Statement</b>
The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The subject property is identified as a Rural Area in the PPS and the application is consistent with it.
<b>Township of Muskoka Lakes Official Plan (Approved April 2013)</b>
The Township's 2013 Official Plan designates the subject property as Waterfront Area and it is the opinion of staff that the application conforms to the Township's Official Plan.
<b>Township of Muskoka Lakes Official Plan (Approved November, 2023 - appealed)</b>
The Township's 2023 Official Plan designates the subject property as Waterfront Area and it is the opinion of staff that the application conforms to the in-effect policies in the Township's Official Plan.

# SITE PLAN

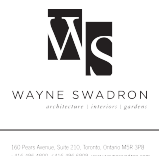


Plan 35R-22614  
 Parts 1&3 Fawn Island (North)  
 PIN 48144-0311 (LT)  
 Lake Joseph  
 Geographic Township of Medora  
 Township of Muskoka Lakes  
 Info taken from survey by Coote, Hiley, Jemmett Ltd

The Architect is not responsible for the accuracy of the engineering information contained in these drawings, including property survey, structural, mechanical & electrical. Refer to the appropriate engineering drawings before proceeding with the work.  
 The Contractor shall check all dimensions on the work and report any discrepancy to the Architect prior to proceeding.  
 Construction must conform to all applicable codes and requirements of authorities having jurisdiction.  
 The drawings are not to be scaled.  
 This drawing is not to be used for construction unless noted specifically as ISSUED FOR CONSTRUCTION.

SITE STATISTICS		
<b>1.8 SITE AREA</b>		TOTAL 58,212 SQFT
<b>2.8 COVERAGE</b> in final 2027		EXISTING PROPOSED
EXISTING 2 STOREY FRAME COTTAGE	3263 SQFT	
2 STOREY BOATHOUSE	2998 SQFT	3519 SQFT
NEW 2 STOREY COTTAGE		3671 SQFT
TOTAL	6494 SQFT	6519 SQFT
PERCENTAGE	64%	11%
<b>3.8 COTTAGE BUILDING AREA</b>		ALLOWED PROPOSED
BASEMENT		160 SQFT
GROUND FLOOR		1268 SQFT
SECOND FLOOR		1889 SQFT
TOTAL	1568 SQFT	1968 SQFT
<b>4.8 BUILDING HEIGHT</b>		ALLOWED PROPOSED
TOTAL		35 FT
NEW 2 STOREY COTTAGE		35 FT

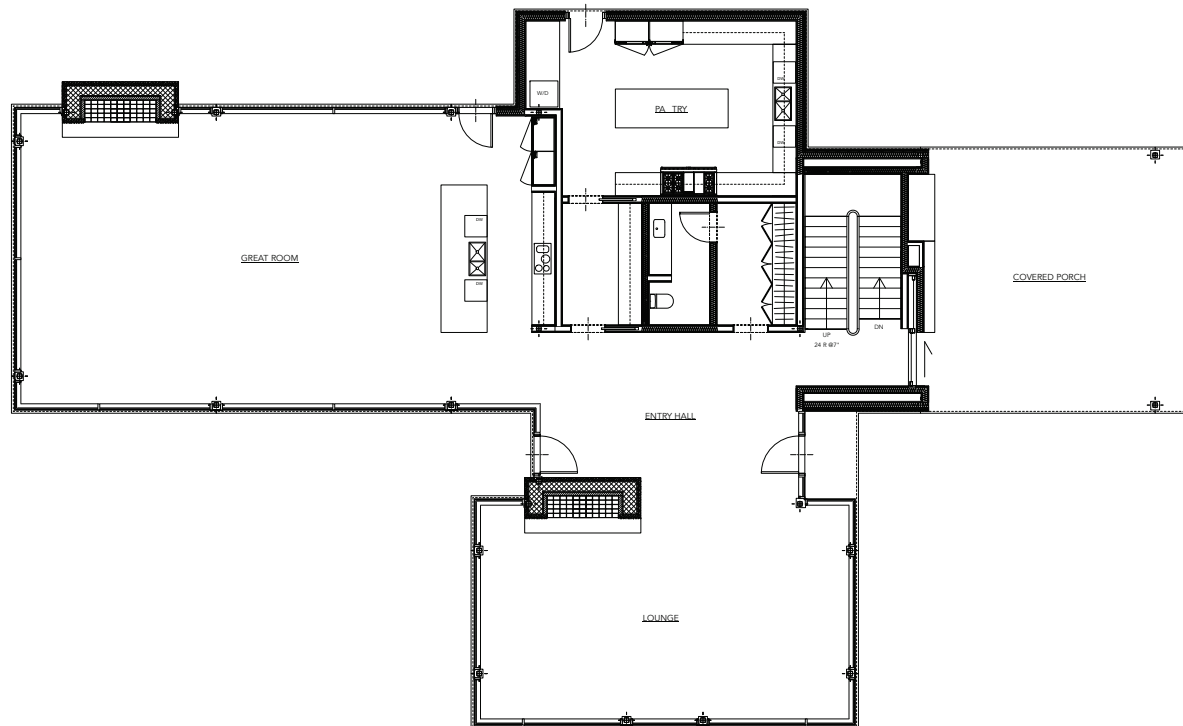
No.	Date	Description
1	NOV 20 2025	ISSUED FOR APPROVAL



Project:	NEW COTTAGE 1 ISLAND J24 (FAWN NORTH) LAKE JOSEPH MUSKOKA LAKES, ONTARIO
Sheet Title:	SITE PLAN
Drawn By:	Checked By:
PKCZ	MS
Date Drawn:	Sheet Number:
OCTOBER 2025/OCTOBER 2025	
Project Number:	Scale:
2025	1/16" = 1'-0" @ 30" x 48"

NOT TO SCALE

# FLOOR PLANS



FOR INFORMATIONAL PURPOSES ONLY

NOT TO SCALE

The Architect is not responsible for the accuracy of the engineering information contained in these drawings, including property survey, structural, mechanical & electrical. Refer to the appropriate engineering drawings before proceeding with the work.

The Contractor shall check all dimensions on the work and report any discrepancy to the Architect prior to proceeding.

Construction must conform to all applicable codes and requirements of authorities having jurisdiction.

The drawings are not to be scaled.

This drawing is not to be used for construction unless noted specifically as ISSUED FOR CONSTRUCTION.

1	NOV 20 2025	ISSUED FOR APPROVAL
No.	Date	Description

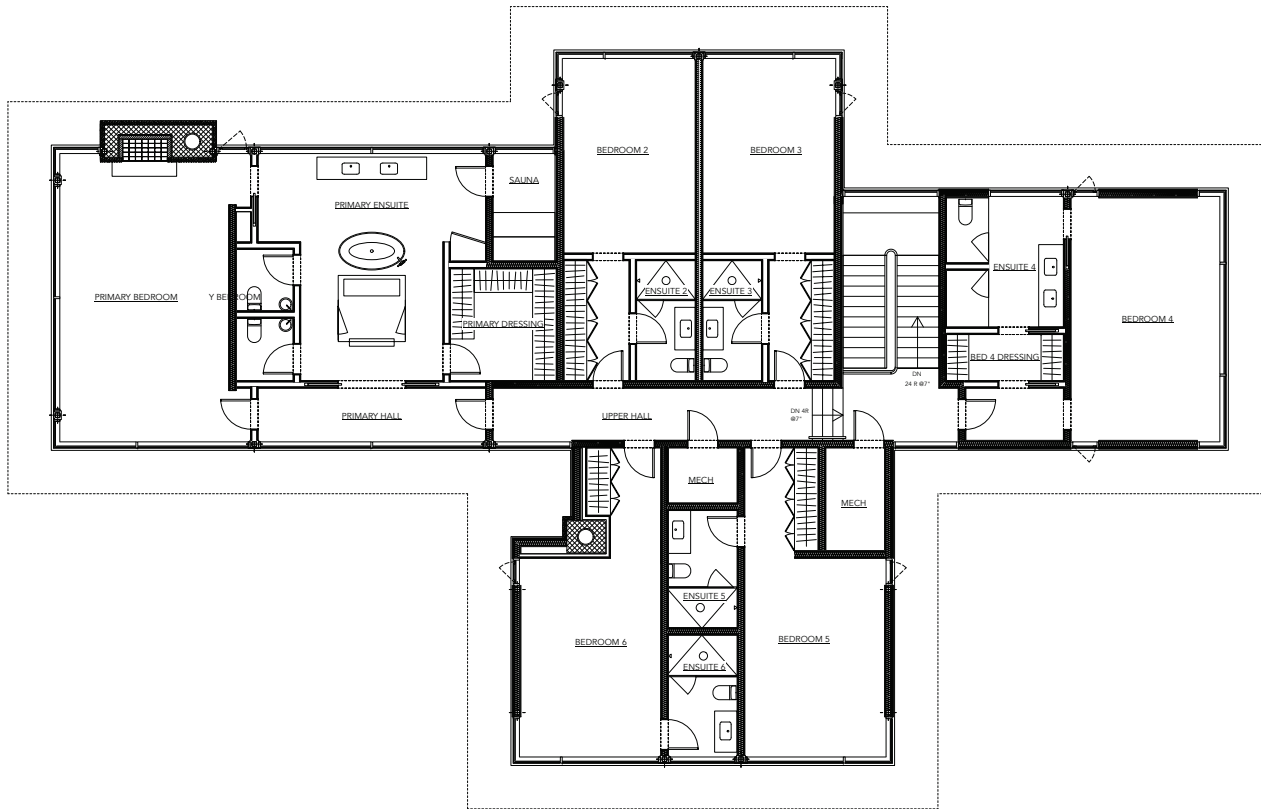


**WAYNE SWADRON**  
ARCHITECTURE | INTERIORS | LANDSCAPE

100 Pines Avenue, Suite 210, Toronto, Ontario M6H 3T6  
416-481-8807 / 416-591-5838 www.wayneswadron.com

Project: NEW COTTAGE 1 ISLAND 124 (FAWN NORTH) LAKE JOSEPH MUSKOKA LAKES, ONTARIO	
Sheet Title: GROUND FLOOR PLAN	
Drawn By: FC	Checked By: JMS
Date Drawn: NOVEMBER 2025	Sheet Number: 2.02
Project Number: 25022	
Scale: 1/4" = 1'-0" @ 30" x 48"	

# FLOOR PLANS



FOR INFORMATIONAL PURPOSES ONLY

NOT TO SCALE

The Architect is not responsible for the accuracy of the engineering information contained in these drawings, including property survey, structural, mechanical & electrical. Refer to the appropriate engineering drawings before proceeding with the work.

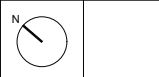
The Contractor shall check all dimensions on the work and report any discrepancy to the Architect prior to proceeding.

Construction must conform to all applicable codes and requirements of authorities having jurisdiction.

The drawings are not to be scaled.

This drawing is not to be used for construction unless noted specifically as ISSUED FOR CONSTRUCTION.

1	NOV 20 2025	ISSUED FOR APPROVAL
No.	Date	Description



100 Pines Avenue, Suite 210, Toronto, Ontario M6H 3R6  
416-481-0807 / 416-591-0808 www.wayneswadron.com

Project: **NEW COTTAGE  
1 ISLAND 124 (FAWN NORTH)  
LAKE JOSEPH  
MUSKOKA LAKES, ONTARIO**

Sheet Title: **SECOND FLOOR PLAN**

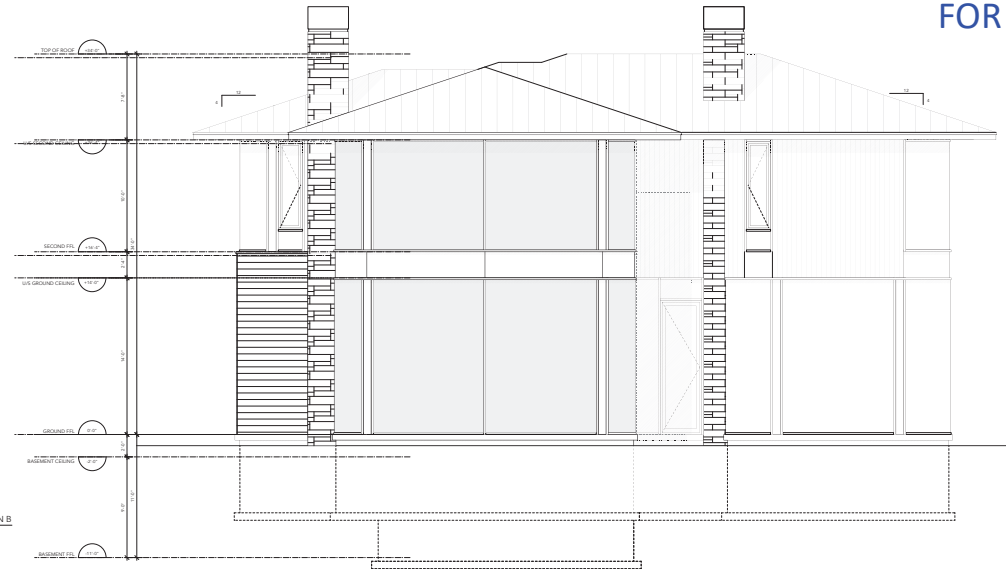
Drawn By: PC	Checked By: JIS
Date Drawn: NOVEMBER 2025	Sheet Number: 2.03
Project Number: 25022	
Scale: 1/4" = 1'-0" @ 30" x 48"	

# ELEVATIONS



BUILDING ELEVATION A  
Scale: 1/4" = 1'-0"

FOR INFORMATIONAL PURPOSES ONLY



BUILDING ELEVATION B  
Scale: 1/4" = 1'-0"

NOT TO SCALE

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The Contractor shall check all dimensions on the work and report any discrepancy to the Architect prior to proceeding.

Construction must conform to all applicable codes and requirements of authorities having jurisdiction.

The drawings are not to be scaled.

This drawing is not to be used for construction unless noted specifically as ISSUED FOR CONSTRUCTION.

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No.	Date	Description	Issue
1	NOV 22 2025	ISSUED FOR APPROVAL	



WAYNE SWADRON  
ARCHITECTURE • INTERIOR • LANDSCAPE

160 Park Avenue, Suite 200, Toronto, Ontario M5H 3B9  
416-961-8800 / 416-961-5608 www.wayneswadron.com

Project: NEW COTTAGE  
1 ISLAND J24 (FAWN NORTH)  
LAKE JOSEPH  
MUSKOKA LAKES, ONTARIO

Sheet Title: BUILDING ELEVATIONS

Drawn By: PC	Checked By: WS
Date Drawn: NOVEMBER 2025	Sheet Number: 001
Project Number: 25022	Scale: 1/4" = 1'-0" @ 30 x 48
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# ELEVATIONS



1 BUILDING ELEVATION C  
Scale: 1/4" = 1'-0"

The Architect is not responsible for the accuracy of the engineering information contained in these drawings, including property survey, structural, mechanical & electrical. Refer to the appropriate engineering drawings before proceeding with the work.

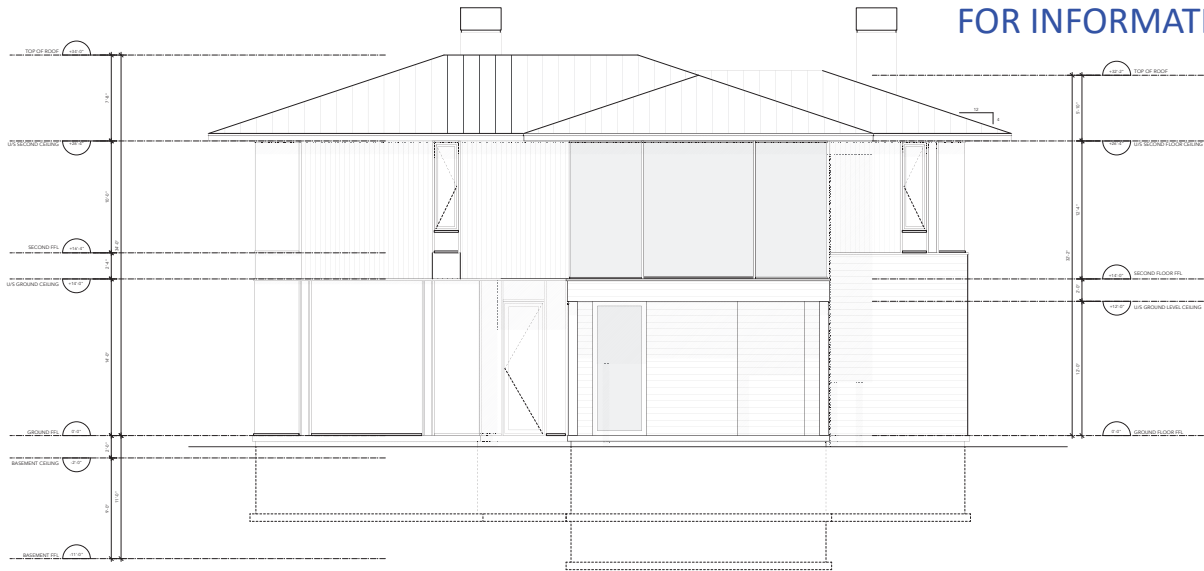
The Contractor shall check all dimensions on the work and report any discrepancy to the Architect prior to proceeding.

Construction must conform to all applicable codes and requirements of authorities having jurisdiction.

The drawings are not to be scaled.

This drawing is not to be used for construction unless noted specifically as ISSUED FOR CONSTRUCTION.

# FOR INFORMATIONAL PURPOSES ONLY



2 BUILDING ELEVATION D  
Scale: 1/4" = 1'-0"

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**WS**  
WAYNE SWADRON  
architectural • interior • landscape

100 Park Avenue, Suite 200, Toronto, Ontario M5H 3B9  
416-946-3800 / 416-946-5828 [www.wayneswadron.com](http://www.wayneswadron.com)

Project: NEW COTTAGE 1 ISLAND J24 (FAWN NORTH) LAKE JOSEPH MUSKOKA LAKES, ONTARIO	
Sheet Title: BUILDING ELEVATIONS	
Drawn By: PC	Checked By: WS
Date Drawn: NOVEMBER 2023	Sheet Number: 4.01
Project Number: 25022	
Scale: 1/4" = 1'-0" @ 30 x 48	

# PLANNING JUSTIFICATION REPORT

Minor Variance Application

Fawn Island, Unit 1  
Township of Muskoka Lakes

December 3, 2025

Rian Allen MSc, RPP, MCIP



# PLANNING JUSTIFICATION REPORT

Minor Variance Application

Fawn Island, Unit 1

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## 1. Overview:

This Planning Justification Report has been prepared in support of a Minor Variance application submitted under Section 45(1) of the *Planning Act* for the subject property located at Fawn Island, Unit 1 on Lake Joseph. The Minor Variance seeks to permit the construction of a new dwelling in the location of the existing dwelling.

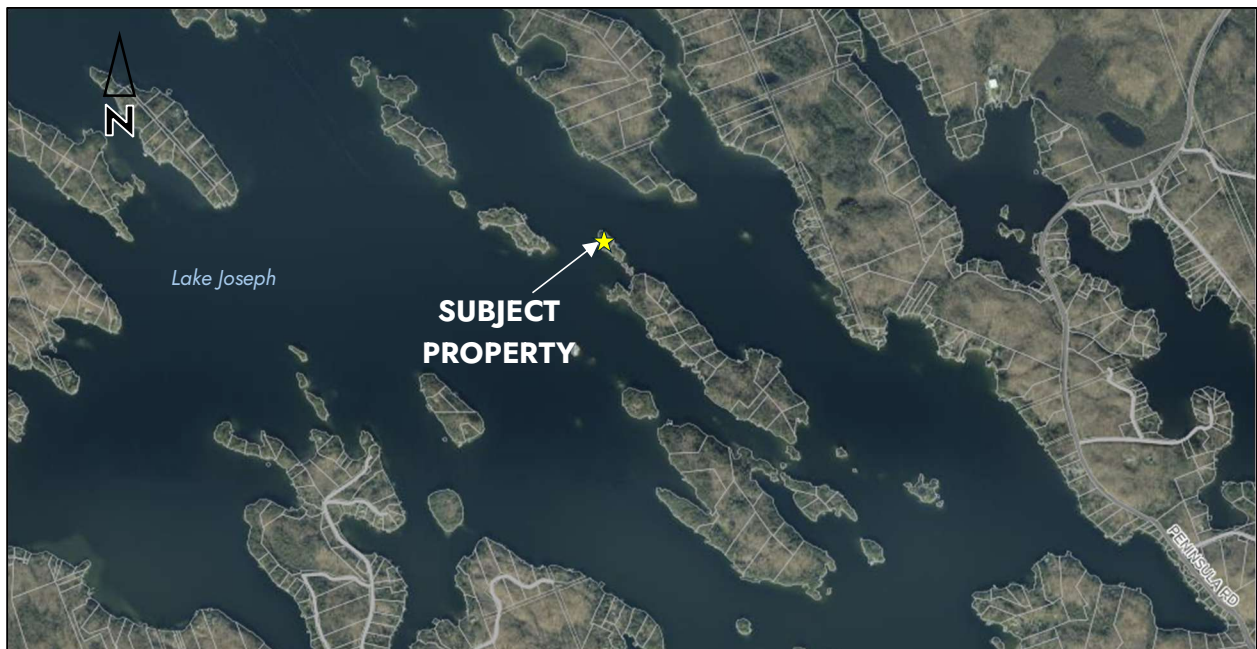
The purpose of this Planning Justification Report is to:

- Provide background information on the subject property and past planning applications
- Describe the details of the proposed Minor Variance
- Assess the planning merits of the application
- Address the applicable policies of the Provincial Planning Statement, District of Muskoka Official Plan and Township of Muskoka Lakes Official Plan and Zoning By-law

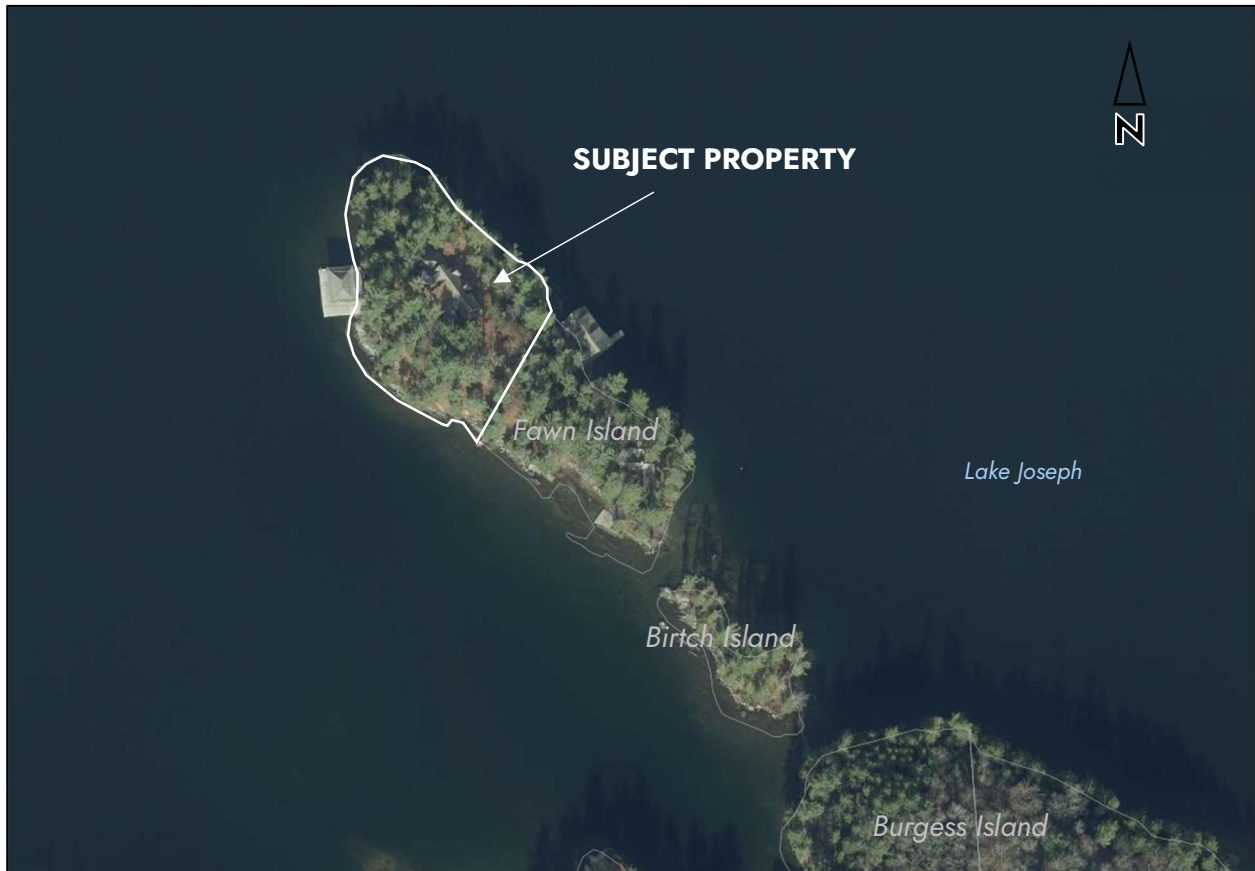
## 2. Location:

The subject property is located at Fawn Island, Unit 1 on Lake Joseph, within the municipal boundaries of the Township of Muskoka Lakes, and is legally described as: *MEDORA PT ISLAND FAWN PT LOC; CL14910 PT BED LAKE JOSEPH; RP 35R22173 PARTS 1 AND 2 RP;35R22614 PARTS 1 AND 3*. A location map of the subject property is provided in **Figure 1** and a detailed location map in **Figure 2**.

**Figure 1.** Location Map



**Figure 2.** Detailed Location Map



### **3. Property Characteristics:**

The subject property is located on the north half of Fawn Island and is approx. 0.51 hectares in area with approx. 106.6 metres of straight-line shoreline frontage and 230 metres of actual frontage on Lake Joseph. The property is located on an island and is accessible only by water. The mainland access point is 4768 Muskoka Road 169, Unit 2 in Stills Bay.

The subject property contains an existing two-storey dwelling, and a two-storey boathouse with associated dock. The dwelling is located at the centre of lot on level terrain that and gradually slopes towards the shoreline. The existing vegetative shoreline buffer surrounding the dwelling is well-forested and naturally vegetated. There are no steep slopes of low-lying area and the existing shoreline is well-forested and naturally vegetated. The neighbouring property on the south end of Fawn Island is also owned by the applicant and used for waterfront recreational and residential purposes. The neighbouring properties are developed with similar buildings and structures.

Photographs of the subject property are provided in **Figures 3 to 6**.

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**Figure 3.** Westside of Fawn Island



**Figure 4.** Westside of Fawn Island



**Figure 5.** Existing Dwelling and Shoreline Buffer



**Figure 6.** Existing Dwelling and Sundeck



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#### **4. Proposed Development:**

A new dwelling is proposed to replace the existing dwelling in the same location. The existing two-storey dwelling 300.3 square metre, 12.0 meters, and setback 20.1 metres from the shoreline will be removed and replaced with a new 359.6 square metre two-storey dwelling, 10.7 metres in height and setback 20.2 metres from the shoreline.

The existing lot coverage is 9.8%. The area of the proposed dwelling is 51.3 square metres larger than the existing dwelling and increases the lot coverage on the subject property by 59.4 square metres, resulting in total coverage of 11%. A +1% lot coverage increase is proposed over the maximum 10% permitted coverage.

Demolition permits have been issued to remove the existing dock and 156.4 square metre two-storey boathouse with a legal non-complying 65.5 square metre sleeping cabin and 42.6 square metre covered area on the second floor, and to remove 61.0 square metres from the existing dwelling.

A building permit has been issued for a new dock and a condition building permit approval for a new 204.5 square metre two-storey boathouse with a 60.4 square metre sleeping cabin with no covered area on the second floor. The new dock and boathouse comply with the Zoning By-law and are not part of this application.

#### **5. Planning History:**

In October 1997, a Zoning By-law Amendment (By-law 97-150) was approved on Fawn Island as a condition of a severance application which created the subject property that required the resultant areas of the severed and retained lots to be recognized. By-law 97-150 required the minimum lot area for the subject property to be 0.53 hectares/1.3 acres.

In May 2008, a Zoning By-law Amendment (By-law 2008-45) was approved again on Fawn Island to require the minimum area of the previously severed and retained lots to comply with the minimum lot area requirement. This by-law amendment was passed to resolve an issue with the existing lot sizes being slightly less than the minimum areas requirement in By-law 97-150.

In March 2010, a Minor Variance (A-15/10) was approved on the subject property to permit a portion of a new dwelling is to be 39.5 feet in height.

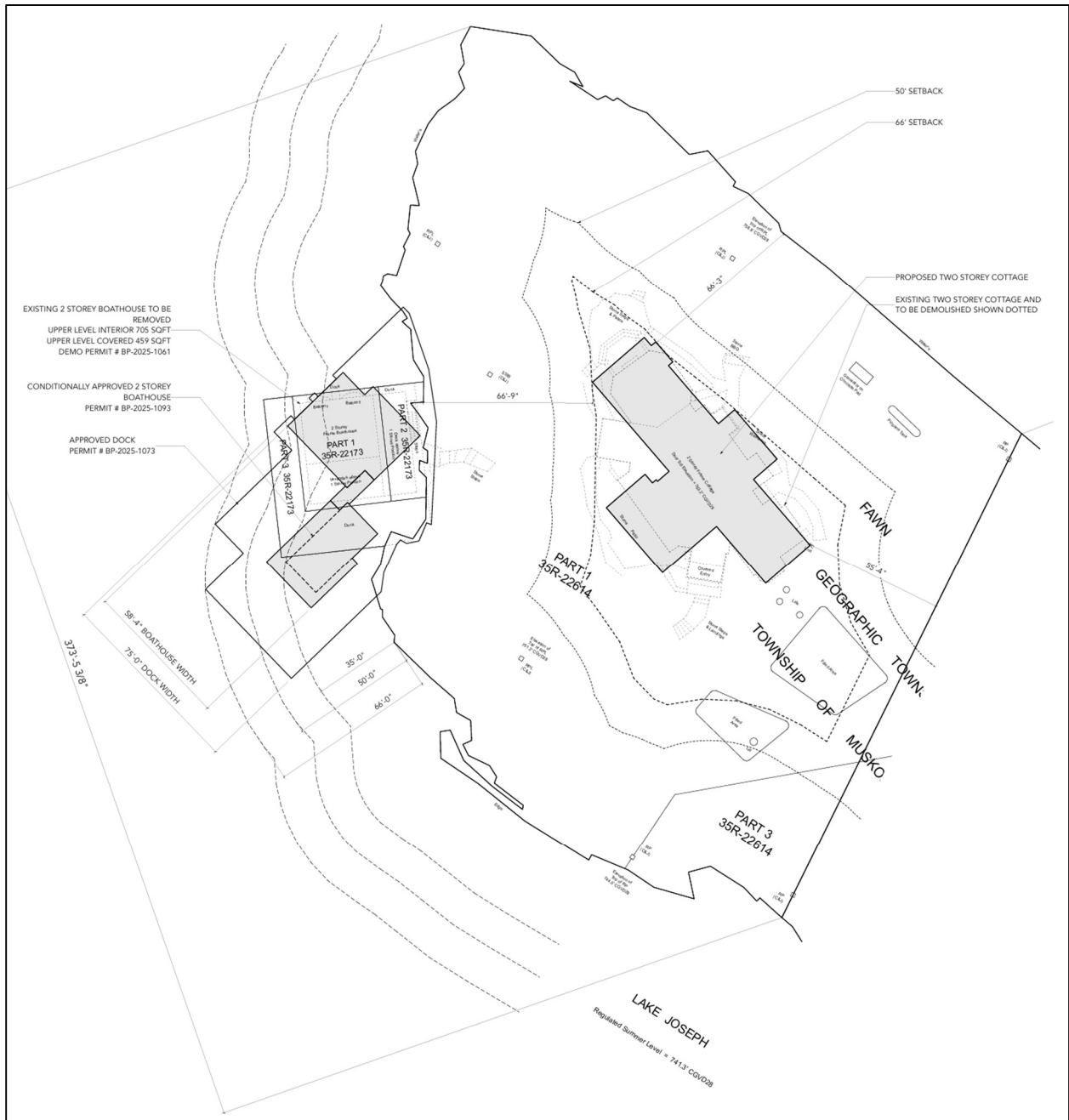
## 6. Proposed Minor Variance Application:

The proposed Minor Variance application includes the following exemptions:

1. To permit a maximum lot coverage of 11%.

The proposed site plan is provided in **Figure 7**.

**Figure 7.** Proposed Site Plan



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## 7. Planning Analysis:

### Provincial Planning Statement, 2024

The Provincial Planning Statement, 2024 (PPS) identifies provincial planning interests. Development applications are required to be consistent with provincial policy statements.

The subject property is located within the “Rural Area” and on “Rural Lands”, as defined by the PPS. The rural policy section of the PPS recognizes the importance, diversity and character of Ontario’s rural areas. The PPS identifies that Northern Ontario’s natural environment and vast geography offer different opportunities than the predominately agricultural areas of southern regions of the Province. The Rural Areas and Rural Lands policies envision development, that can be adequately serviced. The policies most applicable to the Minor Variance are provided.

Section 2.5.1 describes the importance of Rural Areas in Municipalities, and states:

*“Healthy, integrated and viable rural areas should be supported by: a) building upon rural character, and leveraging rural amenities and assets; e) using rural infrastructure and public service facilities efficiently; f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets; and h) conserving biodiversity and considering the ecological benefits provided by nature”.*

Section 2.6.1 applies to Rural Lands in Municipalities, and states that the permitted uses are:

*“b) resource-based recreational uses; c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services, and g) other rural land uses.”*

Section 2.6 also directs that:

*“6.2.2. Development that can be sustained by rural service levels should be promoted”*

*“6.2.3. Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure”*

Section 4.1 applies to Natural Heritage and states that:

*“4.1.5. Development and site alteration shall not be permitted in: d) significant wildlife habitat unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions”*

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The construction of a dwelling is permitted by the PPS on waterfront lots in association with resource-based recreational and residential uses. The proposed development can be adequately serviced with private onsite services and does not impact rural service levels. The proposed dwelling location reuses a large part of the existing dwelling footprint and surrounding disturbed area requiring reduced tree removal and site alteration which limits the associated impacts compared to other undeveloped locations on the lot. The increased lot coverage and building area also relatively small which limits impacts. The existing shoreline vegetative buffer provides visual screening from lake views, and the natural character of the property will be maintained.

The proposed Minor Variance application has been reviewed against the applicable policies of the PPS and is found to be consistent and does not conflict with provincial policy.

### **Planning Act, R.S.O. 1990, c. P.13**

This Minor Variance application was considered under Section 45(1) of the *Planning Act*, which sets out the four tests: 1. Does the proposal maintain the general intent and purpose of the Official Plan; 2. Does the proposal maintain the general intent and purpose of the Zoning By-law; 3. Is the proposal desirable for the appropriate development or use of the land, building or structure, and 4. Is the proposal minor?.

In reviewing this application, the applicable policies of the Township Official Plan and the provisions of the Township Zoning By-law have been reviewed, along with the consideration of existing development on the subject property and surrounding area, and the details of the proposed development. In my professional opinion, the application meets the four tests of a Minor Variance.

#### #1 – Does the proposal maintain the general intent and purpose of the Official Plan?

On October 12, 2022, Township Council adopted a new Official Plan (2023) that was approved by District Council on November 20, 2023. The last day of appeal was December 26, 2023. Numerous policies of the New Township Official Plan (2023) continue to be under appeal.

In the planning legislative context, the ‘Clergy Principle’ represents the premise that an application for development should be reviewed against the policy documents in place at the date of the application. The *Planning Act* directs that in the event of an appeal to all or part of a Council’s decision, the part of the decision that is not the subject to appeal is final and comes into effect after the last day of appeal. Where a council decision has been appealed, the Ontario Land Tribunal is the approval authority and will make a decision in respect to the appealed policies.

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Accordingly, the proposed Minor Variance application will be reviewed against the policies of the new 2023 Official Plan that were not appealed, and against the policies of the 2013 Official Plan for any new policies that are under appeal. Several new policies applicable to the proposed variance have been appealed.

The Township Official Plan describes how lands will be used and developed and includes a series of goals and objectives. The Township Official Plan implements the policies of the District Official Plan and the provincial planning policy. The policies that are particularly relevant to the proposed application are provided.

The subject property is designated Waterfront Area on Schedule A – Land Use. The permitted uses in the 2023 Township Official Plan include: Resource-based recreational uses including low density, single unit recreational Dwellings and Year-round low density, single unit residential dwellings (Policy E3). Accessory uses that are customarily incidental and subordinate to and exclusively devoted to a principal use permitted in a land use designation by this Plan are also permitted (Policy N15.2).

Within the Waterfront Area designation, the 2023 Township Official Plan directs that natural form, and function shall be the predominant characteristic of the landscape. The appearance of natural form is to dominate the character of the Waterfront Area. A naturally vegetated shoreline visually is intended to screen development and buffer uses. Shorelines are encouraged to be maintained in a predominantly natural state with tree cover and ground vegetation retained as development occurs. Policies also recognize that different lakes have different character and the development on Lake Joseph features larger built forms and that limiting density is important (Policy E4.1).

Section B.5.13 of the 2013 Township Official Plan applies to land based buildings and structures and requires a minimum of 20 metre setback from the normal or controlled high water mark of a waterbody. The new dwelling is setback 20.2 metres from the shoreline and meets the minimum setback requirement.

Section B.6.5 of the 2013 Township Official Plan applies to land based buildings and structures and requires a minimum setback of 20 metres from the normal or controlled high water mark of a waterbody. Section 16 of the 2023 Township Official Plan includes a 15 metre shoreline buffer requirement. Outside of the vegetative buffer area a significant proportion of the existing vegetation shall be retained and augmented/enhanced as appropriate. The existing shoreline buffer exceeds 15 metres in depth and provides good buffering and visual screening of the onshore development from lake views. A significant proportion of the existing vegetation on the subject property will be retained.

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Section B.7.5 the 2013 Township Official Plan indicates that where development and site alteration is permitted in deer wintering areas, the maintenance of significant conifer vegetation for cover and food. The proposed dwelling location, which occupies the footprint of the existing dwelling, along with the relatively small increase in building area and lot coverage limits the amount of tree and vegetation removal required, and considerably less tree removal compared to other undeveloped locations on the lot.

Table B of Section E4.3.1 of the 2023 Township Official Plan classifies Lake Joseph as a Category 1 Lake. Section B.9 of the 2013 Township Official Plan indicates that the maximum lot coverage on Category 1 Lakes is 10% within 60 metres of the shoreline. Section B9.6 of the 2013 Township Official Plan, explains that density is controlled by coverage and strict compliance is required, however no Official Plan Amendment is required for a variation not exceeding 1/10 of the permitted coverage.

The subject property is located on Lake Joseph and permitted a maximum lot coverage of 10%. The proposed 11% lot coverage is in keeping with maximum 1/10 increase limit. The additional built form associated with new dwelling does not dominate over the natural character of the shoreline and the additional built form will not change the character of the subject property or the waterfront area. The existing shoreline vegetation provides a good buffer from lake views. The existing dwelling height will be reduced.

The proposed Minor Variance application maintains the general intent and purpose of the Township Official Plan. The application was also reviewed against the District Official Plan (2025) and is also found to maintain the general intent and purpose.

#2 – Does the proposal maintain the general intent and purpose of the Zoning By-law?

The subject property is zoned Waterfront Residential (WR4) on Schedule 20 and 27 in Comprehensive Zoning By-law 2014-14 and subject to site specific Zoning By-law Amendments By-law 97-150 and By-law 2008-45, which are described in the Planning History section of this report.

Sections 4.1.1 and 4.1.2 of the Waterfront Residential (WR4) zone permit residential development such as a detached dwelling along with accessory structures. The proposed dwelling is a permitted use.

Sections 4.1.3, 4.1.3.6, and 4.1.3.7 classify Lake Joseph as a Category 1 Lake and permit a maximum lot coverage of 10% over the total lot area. The proposed development includes 564.2 square metres of building area resulting in a lot coverage of 11%. The +1% coverage increase exceeds the maximum

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permitted coverage by 51.3 square metres. The proposed dwelling is 59.4 square metres larger than the existing dwelling.

Section 4.1.3 requires a minimum front yard setback of 20.1 metres. The proposed dwelling is setback 20.2 metres and complies. Section 4.1.3 limits the maximum dwelling height to 10.7 metres and the proposed dwelling height is 10.7 metres and complies. A previously approved minor variance application permitted the existing dwelling height to be 12.0 metres. The proposed dwelling will be reduced in height by 1.3 metres.

The Minor Variance application maintains the general intent and purpose of the Zoning By-law.

#3 – Is the proposal desirable for the appropriate development or use of the land, building or structure?

The proposed dwelling is a permitted use and is in same location as the existing dwelling. The new dwelling complies with the minimum front yard setback requirement is reduced in height compared to the existing dwelling to be removed.

The shoreline of the subject property is well-vegetated with trees and natural vegetation which provides good visual screening of the dwelling from lake views. The proposed lot coverage increase is within the 1/10 limit permitted by the Official Plan and Lake Joseph is recognized to feature larger built forms, including larger cottages. Many of the neighbouring properties are developed with similar or larger structures which further supports the appropriateness of the proposed development.

The new dwelling will also comply with the maximum height limit and reduce the 12.0 metre height of the existing dwelling.

The proposal is appropriate for the use and development of the subject property.

#4 – Is it minor?

While there is no precise definition of what constitutes a "minor" variance, assessing the impact of an application is one of the most effective ways to determine its significance. The Zoning By-law permits the development of the subject property with recreational and residential uses, which includes a dwelling. The subject property is also developed with an existing dwelling.

The additional lot coverage required to permit the new dwelling represents a small increase in building area relative to the size of the lot and existing development pattern that will not be apparent from lake

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views due to the setback from the shoreline and the good screening provided by the shoreline buffer. The subject property has extensive frontage which further helps to reduce the appearance of built form and allow the natural environment to dominate the character of the shoreline.

The proposed Minor Variance is considered to be minor.

## **8. Conclusion:**

A detailed review of the subject property, surrounding lands, and environmental features was completed for the proposed Minor Variance application. In my professional opinion, the proposed application and the associated development is consistent with the Provincial Planning Statement, meets the requirements of the *Planning Act*, including the four tests of Section 45(1), and represents good planning.

Respectfully submitted,



Rian Allen MSc, MCIP, RPP  
Principal Planner  
Allen Planning Consulting Inc.

## COMMITTEE OF ADJUSTMENT - NOTICE OF HEARING

THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES

To consider an application for a proposed minor variance to Zoning By-law 2014-14 pursuant to Section 45 of the Planning Act, R.S.O., 1990, Chapter P. 13, as amended. **This notice has been sent to you for information and does not require any response unless you wish to make one.**

**File No.: A-86/25**

**Roll No.: 6-1-045**

<b>Owners:</b>	Sarah Scott & Jeremy Summers
<b>Address &amp; Description:</b>	2128 Lake Muskoka Shore Part of Lots 23 and 24, Plan M-298, Part 1, Plan 35R-3578, Parts 3 to 5, Plan BR-1447, (Wood)
<b>Zoning:</b>	Waterfront Residential – Steep Slopes and/or Narrow Waterbody (WR5-7) Lake Muskoka (Category 1 Lake) Schedule: 42
<b>Hearing Date: Monday, June 8th, 2026 at 9:00 a.m.</b>	



Take further notice that this public hearing will be held in a hybrid forum with electronic Zoom participation, and in-person format for those wishing to attend in-person. The hearing will be held in the **Council Chambers, Municipal Office, 1 Bailey Street, Port Carling, ON**. Should you wish to view an electronic copy of the Notice of Hearing for the above-noted application, please visit <https://www.muskokalakes.ca/planning-notices/> or scan the QR code. Please note

there may be a delay when the physical notice signs are posted and when the electronic copy of the Notice is available online.

### Explanation of the Purpose and Effect:

The applicant proposes to construct an addition to an existing two-storey boathouse. The following is a summary of the requested variances:

Variance	ZBL 2014-14 Section(s)	Description	Permitted	Proposed	Variance	Proposal
A	4.1.7 & 4.1.7.9	Maximum Boathouse Length (First Storey)	50 ft.	58 ft.	4 ft.	Construct a Boathouse Addition
B	4.1.7 & 4.1.7.12 c.	Maximum Cumulative Boathouse Width	71.5 ft.	74.3 ft.	3 ft.	

A key map of the subject property and the applicants' site plan and any drawings are included in this notice.



For more information, please contact the Planning Division weekdays between 8:15 a.m. and 4 p.m. at the Municipal Office, or at [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) or by phone at (705) 765-3156. **Please quote the file number noted above.**

## **How to Participate:**

### **Submit Comments in Writing**



Submit comments to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca), deliver in-person, or mail to P.O. Box 129, 1 Bailey Street, Port Carling, ON, P0B 1J0. For correspondence to be included on the agenda, please submit your comments by: **June 3, 2026**

**Please note that comments can still be submitted after the agenda has been published.** Personal information collected in response to this Notice of Hearing will be used to assist staff and Council to process this application and will be made public.

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### **Active Participation In-Person or on Zoom**



Hybrid meetings are held at 9:00 a.m. on the above-noted meeting date in Council Chambers at the Municipal Office. For more information about participating, please visit [www.muskokalakes.ca/speaking-at-a-meeting](http://www.muskokalakes.ca/speaking-at-a-meeting)

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### **Watch the Hearing Online**



You can access the hearing from YouTube on the Township of Muskoka Lakes YouTube Channel. If the live webcast fails, the hearing recording will be posted under the Government Portal on [www.muskokalakes.ca](http://www.muskokalakes.ca)

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**FAILURE TO PARTICIPATE IN HEARING:** If you do not participate in the hearing it may proceed in your absence and, except as otherwise provided in the Planning Act, you will not be entitled to any further notice in the proceedings.

**DECISION & APPEALS:** If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must make a written request to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca). Furthermore, **no one other than** the applicant, the municipality, certain public bodies, a “specified person” (as defined by the Planning Act 1(1)), and the minister may file an appeal of the decision of the Committee of Adjustment in respect of the proposed variance. If they do not make a written submission to the Secretary Treasurer before the variance is approved or refused, then the Ontario Land Tribunal may dismiss the appeal.

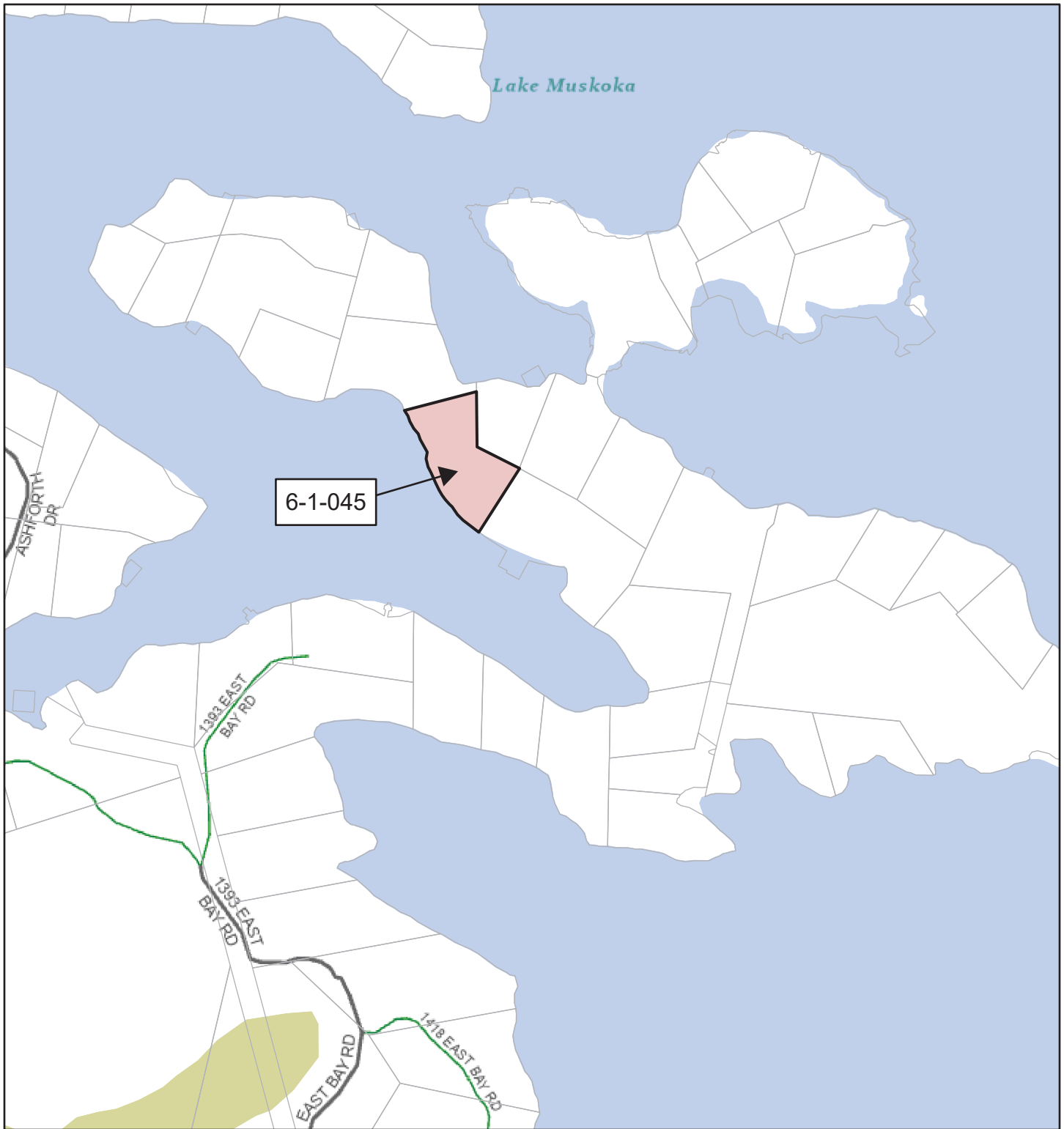
**PLEASE NOTE:** The Committee of Adjustment is a judicial body which makes decisions solely on the information gathered as a Committee. Committee members are not to be contacted prior to the hearing date to avoid a conflict of interest.

Dated at the Township of Muskoka Lakes  
this 25th day of May, 2026.












Chelsea Ward, Secretary-Treasurer  
Committee of Adjustment  
[planning@muskokalakes.ca](mailto:planning@muskokalakes.ca)

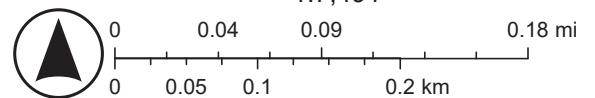


# KEY MAP, A-86/25



NOT A PLAN OF SURVEY. FOR INFORMATIONAL PURPOSES ONLY.

-  Parcel: Assessment
-  District Municipality
-  Area Municipality
-  Geographic Township
-  Road Network
-  Township
-  Private
-  Waterbody
-  Major Lake
-  Canada\_Hillshade
-  World\_Hillshade



Esri, NASA, NGA, USGS, FEMA, Sources: NRCan, Esri Canada, and Canadian Community Maps contributors.



**Staff Report PLAN-2026-080**  
Committee of Adjustment  
June 8, 2026

**TO:** Chair Edwards and Members of Committee of Adjustment

**AUTHOR:** Emily Crowder, Senior Planner

**SUBJECT:** A-86/25, (SCOTT & SUMMERS), Part of Lots 23 and 24, Plan M-298, Part 1, Plan 35R-3578, Parts 3 to 5, Plan BR-1447, (Wood), Civic Address: 2128 Lake Muskoka Shore, Roll #: 6-1-045

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## **RECOMMENDATION**

BE IT RESOLVED THAT Minor Variance Application A-86/25 (SCOTT & SUMMERS), to construct an addition to an existing two-storey boathouse, is hereby APPROVED with the following variances being granted:

- i. To permit the first storey of a boathouse to be 58 feet in length; and
- ii. To permit a maximum cumulative single-storey boathouse to be 74.3 feet in width.

These variances are granted as shown on the plan attached to the Notice of Decision.

This approval shall remain in effect for three years from the date of decision.

## **REPORT HIGHLIGHTS**

This report provides an overview and analysis of Minor Variance Application A-86/25 (SCOTT & SUMMERS). Through policy analysis, a site visit, and a desktop review of available information, staff have concluded that the proposed variances necessary to construct a boathouse addition to an existing two-storey boathouse meet the four tests of a minor variance application under the *Planning Act*.

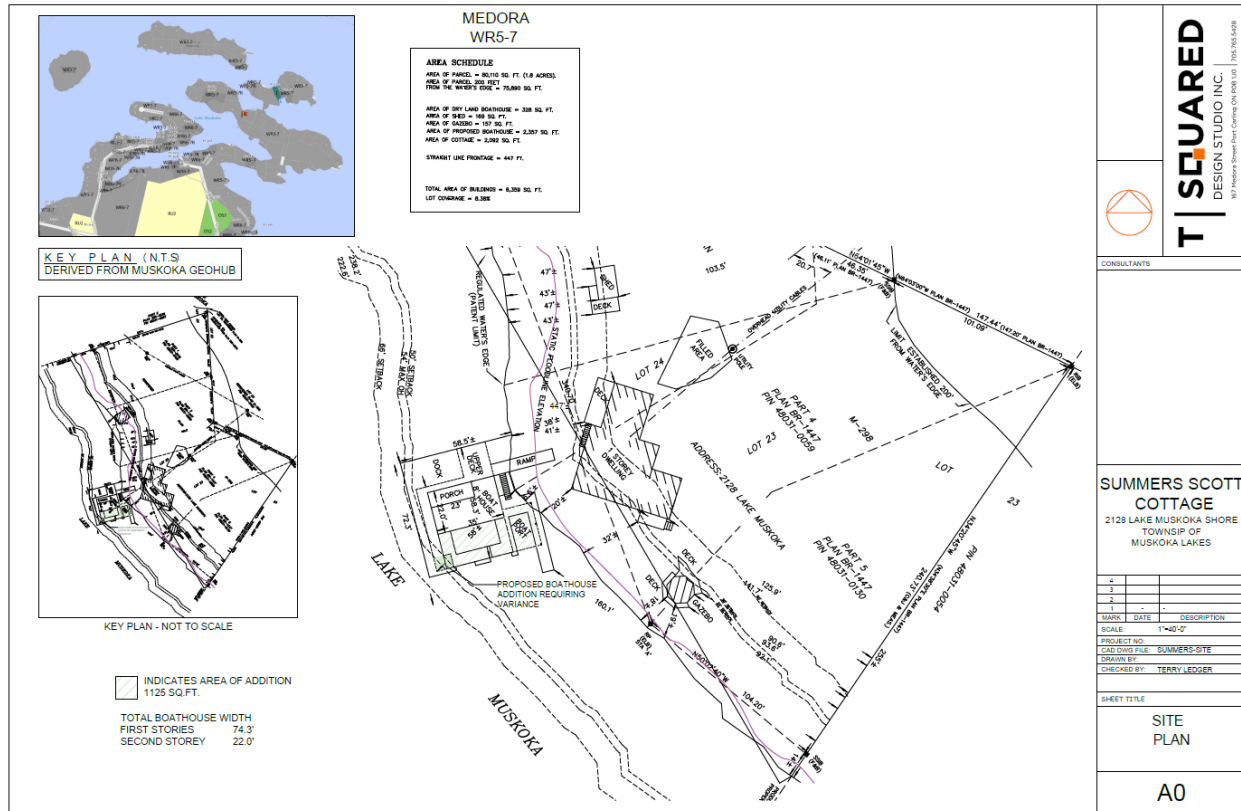


Figure 1: Site Plan.

**BACKGROUND**

The purpose and effect of the proposed Minor Variance Application A-86/25 is to construct a one-storey addition on the south side of an existing two-storey boathouse that exceeds the maximum permitted boathouse length and single storey cumulative boathouse width. Technical details of the application are summarized in Table 1 below.

Table 1: Summary of Necessary Variances

Variance	ZBL 2014-14 Section(s)	Description	Permitted	Proposed	Variance	Proposal
A	4.1.7 & 4.1.7.9	Maximum Boathouse Length (First Storey)	50 ft.	58 ft.	8 ft. <sup>1</sup>	Construct a Boathouse Addition
B	4.1.7 & 4.1.7.12 c.	Maximum Cumulative Boathouse Width	71.5 ft.	74.3 ft.	3 ft.	

<sup>1</sup>Please note that the numerical value for “Variance A” listed in the Notice of Hearing package was incorrectly identified as 4. The correct value for requested “Variance A” is 8 as noted in Table 1 of this staff report.

The site-specific property details are outlined in Table 2 below.

Table 2: Site-Specific Property Details

<b>Matter</b>	<b>Comment</b>
Official Plan Designation (November 2023 Consolidation)	Waterfront Area
Official Plan Designation (April 2013 Consolidation)	Waterfront
Zoning (ZBL 2014-14, as amended)	Waterfront Residential – Steep Slopes and/or Narrow Waterbody (WR5-7)
Zoning Schedule	42
Access	Water Access
Lot Area	± 1.8 Acres
Lot Frontage	± 447 Feet
Servicing	Septic/Lake or Well
Abutting Zoning Categories	Waterfront Residential – Steep Slopes and/or Narrow Waterbody (WR5-7)
Original Shore Road Allowance	N/A
Lake/River Category	1 (Lake Muskoka)
Site Plan Control	WR5-7 is automatically subject to Site Plan control; however, shoreline structures are exempt.

## ANALYSIS

### Official Plans

The application was reviewed based on the policies in effect at the time the application was submitted. At the time that the subject application was submitted, parts of the Township's 2023 Official Plan were under appeal. Where relevant policies were under appeal, and such policies were not yet in effect, staff refer to applicable policies of the Township's 2013 Official Plan.

### Public Consultation

Notice of this public hearing to be held under the Planning Act for this application was circulated 14 days in advance of the scheduled June 8<sup>th</sup>, 2026 hearing date and 3 written departmental comments have been received at the time of writing (see Table A3 below). The Operational Services, Development Services, and Legislative Services Departments/Divisions have indicated no objection. Any written comments received up to June 3<sup>rd</sup>, 2026 will be attached to Committee's Agenda under Section 10 of the Agenda.

### Four Tests of a Minor Variance

A minor variance application is evaluated against four tests prescribed under Section 45(1) of the Planning Act as follows:

- 1) Does it meet the general intent and purpose of the Official Plan?
- 2) Does it meet the general intent and purpose of the Comprehensive Zoning By-law?
- 3) Is it desirable for appropriate development or use of the land, building or structure?
- 4) Is it minor in nature?

#### Proposed Variance A – Maximum Permitted First-Storey Boathouse Length

It is the opinion of staff that the requested variance meets the four tests. In making this determination, key considerations include:

- The subject lands are within the Waterfront/Waterfront Area designation of the Township's 2013/2023 Official Plans. The Township's 2023 Official Plan is generally silent in regard to dock and boathouse/boatport length. However, Section L15.1 c) does identify that buildings and structures extending over water shall be designed and located in a suitable manner to have regard for critical fish and wildlife habitat, the natural flow of water, swimming and the safe navigation of watercraft, potential damage from flood and ice, and privacy, among other matters. Policy B13.2 of the Township's 2013 Official Plan states that standards regulating shoreline structures shall be detailed in the implementing Comprehensive Zoning By-law. As per By-law 2014-14, the maximum permitted dock length is 66 feet and the maximum permitted boathouse/boatport length is 50 feet when abutting a waterfront residential zone, as is the case here. The proposed single storey boathouse addition will extend 58 feet from the high water mark. The numerical extent of the requested relief is 8 feet.
- Policy L15.1 d) of the Township's 2023 Official Plan states that shoreline structures shall not impede the safe operation of watercraft or immediate view of surrounding properties, as defined by the extension of property lines onto the water. In this case, the proposed boathouse addition would be situated over 150 feet from the neighbouring property to the southeast, and over 200 feet from the neighbouring property to the northwest. The proposed boathouse is over 300 feet from neighbouring boathouses on both sides, as shown in Figure 2 below. Due to the considerable distance between shoreline structures, it is not anticipated that the proposed boathouse addition will negatively impact privacy or navigability.



Figure 2: Aerial view of the existing boathouse and neighbouring properties.

- Section 4.1.7 of the Township's Comprehensive Zoning By-law requires a side yard setback of 45 feet for a two-storey boathouse. The north and south side yard setbacks of the boathouse well exceed 100 ft.
- Only the southwest corner of the proposed boathouse extends over the 50-foot maximum length offset measured from the high water mark. The requested variance is largely a result of the configuration of the shoreline and the angle of the existing boathouse.

#### Proposed Variance B – Maximum Permitted Cumulative Single-Storey Boathouse Width

It is the opinion of staff that the requested variance meets the four tests. In making this determination, key considerations include:

- The Township's 2013 Official Plan and Comprehensive Zoning By-law establish maximum widths for shoreline structures with the general intent and purpose to control density and ensure built form does not dominate the shoreline. The Township's Zoning By-law directs that the maximum cumulative two-storey boathouse width permitted on a Category 1 Lake (Lake Muskoka) is 16% of the lot frontage for the first storey and 13% of the lot frontage for the second storey, up to

a maximum of 75 feet. On this property, with a lot frontage of 447 feet, the Township's Comprehensive Zoning Bylaw stipulates that the maximum permitted cumulative boathouse width is 71.5 feet for the first storey and 58.1 feet for the second storey. The proposed second storey of the boathouse, at is compliant in terms of width. The proposed single storey addition will result in a cumulative single storey boathouse width of 74.3 feet, or 16.6%, when added to the existing dry land boathouse width of 16 ft. Numerically, the extent of the requested relief is 2.8 feet, or 16.6% of the straight line frontage of the property.

- Policy B13.4 of the Township's 2013 Official Plan states that to maintain a balance of natural and built form, the maximum cumulative width of shoreline structures, including all docks, shall be the lesser of 25% or 75 feet of the lot's water frontage. The proposal conforms to this policy.
- Section B13.5 of the Township's 2023 Official Plan states that shoreline structures shall not impede the immediate view of surrounding properties, as defined by the extension of property lines into water. As detailed above and as shown in Figure 2, the proposal conforms to this policy.
- The proposed variance, being 2.8 feet, is modest in nature and equates to 0.6% of the property's straight line frontage.
- The applicant proposes the construction of a single-storey boathouse addition with a height of approximately 20.5 feet. The proposed structure features an open-to-below design with no floor. In accordance with Section 4.1.7.12.c of the Township's Zoning By-law, those areas of the boathouse addition measuring less than 16 feet in height contribute to the single-storey boathouse width.
- The total built form on the subject property is modest, with the property containing an existing lot coverage of 5% over the entire area of the lot and 5.2% within 200 ft. of the high-water mark. The proposed lot coverage is 6.4% over the entire area of the lot and 6.7% within 200 feet of the high-water mark. The subject property also does not have many non-roofed features that contribute to the overall visual impact of development, (i.e.: sports courts, pools, etc.). Staff are of the opinion that the proposed size of the covered area will not result in an appearance of dominance of built form over natural form.
- Numerous Official Plan policies encourage shorelines to be maintained in a predominantly natural state with tree cover and ground vegetation extending across the lot's shoreline to a target depth of 50 feet. Section B 6.5 of the Township's 2013 Official Plan explains that the role of natural vegetated shorelines in buffering waterbodies from erosion, siltation, and nutrient migration adjacent to the sensitive littoral zone is critical to the protection of water quality. Preservation and restoration of shoreline buffers are therefore required. In this case, the property appears to contain areas with abundant mature coniferous vegetation

along the shoreline (see Figure 3). Staff do not feel that additional plantings are required.

- The proposed one-storey addition is located on the southerly side of the existing boathouse. The northerly side yard setback will remain the same, while the southerly side yard setback will decrease slightly, but remain compliant with the required side yard setback from the southerly side lot line projection of 45 feet.

## General Analysis

Site visit photos, property constraints and past planning approvals, and policy considerations are included in an appendix to this report.

## PREPARATION

Original signed by E. Crowder

**Prepared By**

Emily Crowder

Senior Planner

Planning Division

(705) 765-3156 ext. 310

[ECrowder@muskokalakes.ca](mailto:ECrowder@muskokalakes.ca)

Original signed by S. Stone

**Approved By**

Steve Stone

Manager of Planning

Planning Division

(705) 765-3156 ext. 235

[SStone@muskokalakes.ca](mailto:SStone@muskokalakes.ca)

## APPENDIX

### A1: Property Constraints, and Background

Matter	Comment
Species at Risk (SAR)	SAR may be encountered in the area. More information regarding SAR can be found at <a href="http://www.ontario.ca/SpeciesAtRisk">www.ontario.ca/SpeciesAtRisk</a> . Property owners should consult the Ministry of the Environment Conservation, and Parks (MECP) to ensure any proposed development will not have any adverse impacts on SAR or SAR habitat. Given the applicant's statutory obligations under the <i>Endangered Species Act, 2007</i> , an evaluation of potential habitat of endangered and threatened species and impacts has not been completed, however, one can be requested by Committee if desired.
Fish Habitat	The subject land fronts onto an area of Lake Muskoka that has been identified by the MNR as Type 2 (Important) Fish habitat. Type 2 Fish Habitat is not limiting to fish populations. Given statutory obligations under the Fisheries Act, it is the responsibility of applicants to confirm, through a self-assessment, if any future development/redevelopment will trigger a requirement for a review by the Department of Fisheries and Oceans (DFO) as laid out in Guidelines for Projects Near Water ( <a href="http://www.dfo-mpo.gc.ca/pnw-ppe-index-eng.html">http://www.dfo-mpo.gc.ca/pnw-ppe-index-eng.html</a> ). An evaluation of potential impacts to fish and fish habitat has not been completed as detailed above, however, one can be requested by Committee if desired.

A2: Site Visit Photos, May 22, 2026



Figure 3: View of the boathouse from the water. The addition is located on the right side.



Figure 4: The southwest corner of the boathouse addition requiring relief.



Figure 5: View of the neighbouring property to the southeast from the boathouse addition.



Figure 6: View of the neighbouring property to the north from the boathouse addition.



Figure 7: View of the existing dry land boathouse to the north from the boathouse addition.



Figure 8: View of the boathouse and vegetative buffer, facing south.

A3: Agency and Public Comments Submitted at Report Writing

<b>Submission</b>	<b>No Objection</b>	<b>Objection</b>	<b>Comments</b>
<b>Township of Muskoka Lakes, Development Services Division</b>	✓		No objections related to Ontario Building Code.
<b>Township of Muskoka Lakes, Operational Services</b>	✓		No comments.
<b>Township of Muskoka Lakes, Emergency Services</b>	✓		Plans/drawings indicate the required smoke alarm and carbon monoxide detector locations.
<b>Township of Muskoka Lakes, Legislative Services</b>	✓		No comments.
<b>Public Comments:</b>			
<b>Bruce Barker (1218 and 1216 Ashforth Dr)</b>	✓		Letter of support.
<b>Jan Holland (2130 Dark Bay)</b>	✓		Letter of support.
<b>Peter Sharpe (1393 East Bay Rd, Unit #11)</b>	✓		Letter of support.

A5: Planning Policy

<b>Provincial Planning Statement</b>
The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The subject property is identified as a Rural Area in the PPS, and the application is consistent with it.
<b>Township of Muskoka Lakes Official Plan (Approved April 2013)</b>
The Township's 2013 Official Plan designates the subject property as Waterfront, and it is the opinion of staff that the application conforms to the Township's Official Plan.
<b>Township of Muskoka Lakes Official Plan (Approved November, 2023 - appealed)</b>
The Township's 2023 Official Plan designates the subject property as Waterfront Area, and it is the opinion of staff that the application conforms to the in-effect policies in the Township's Official Plan.

# SITE PLAN

## MEDORA WR5-7

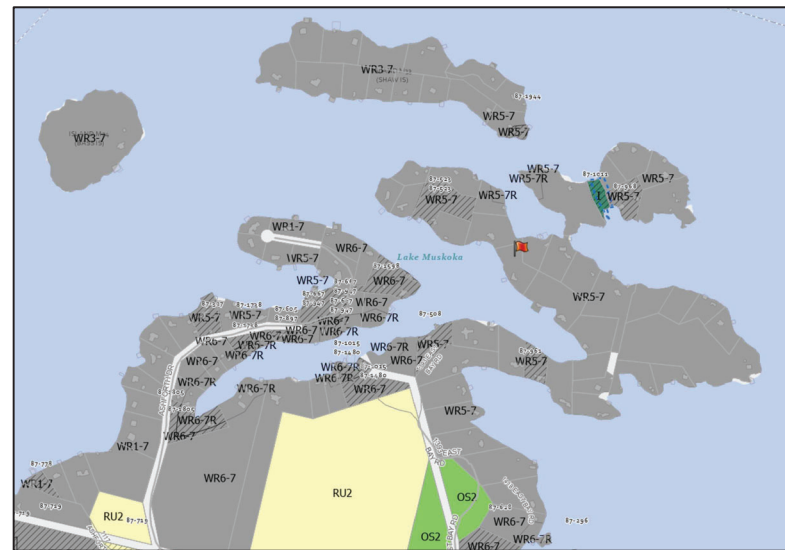
**AREA SCHEDULE**

AREA OF PARCEL = 80,110 SQ. FT. (1.8 ACRES).  
 AREA OF PARCEL 200 FEET FROM THE WATER'S EDGE = 75,890 SQ. FT.

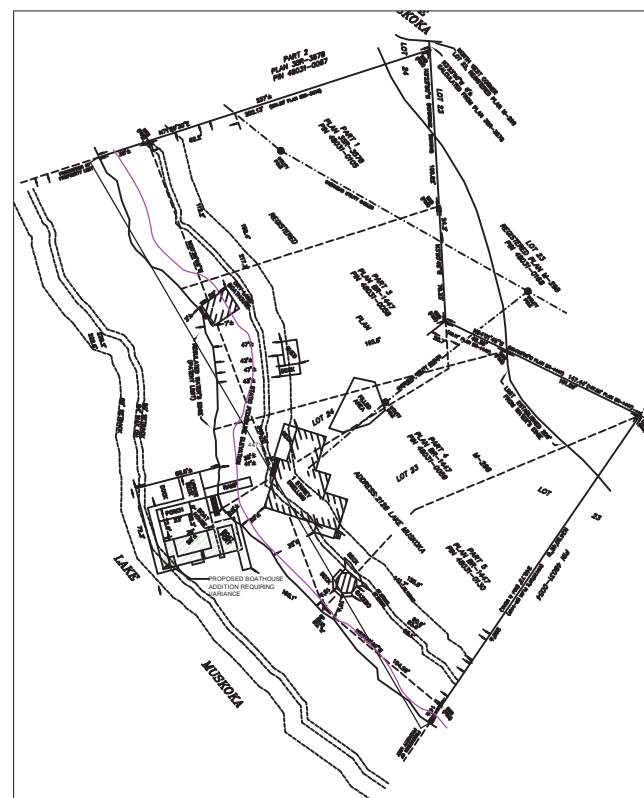
AREA OF DRY LAND BOATHOUSE = 328 SQ. FT.  
 AREA OF SHED = 169 SQ. FT.  
 AREA OF GAZEBO = 157 SQ. FT.  
 AREA OF PROPOSED BOATHOUSE = 2,357 SQ. FT.  
 AREA OF COTTAGE = 2,092 SQ. FT.

STRAIGHT LINE FRONTAGE = 447 FT.

TOTAL AREA OF BUILDINGS = 5,103 SQ. FT.  
 LOT COVERAGE = 6.37%  
 LOT COVERAGE W/in 200' = 6.72%



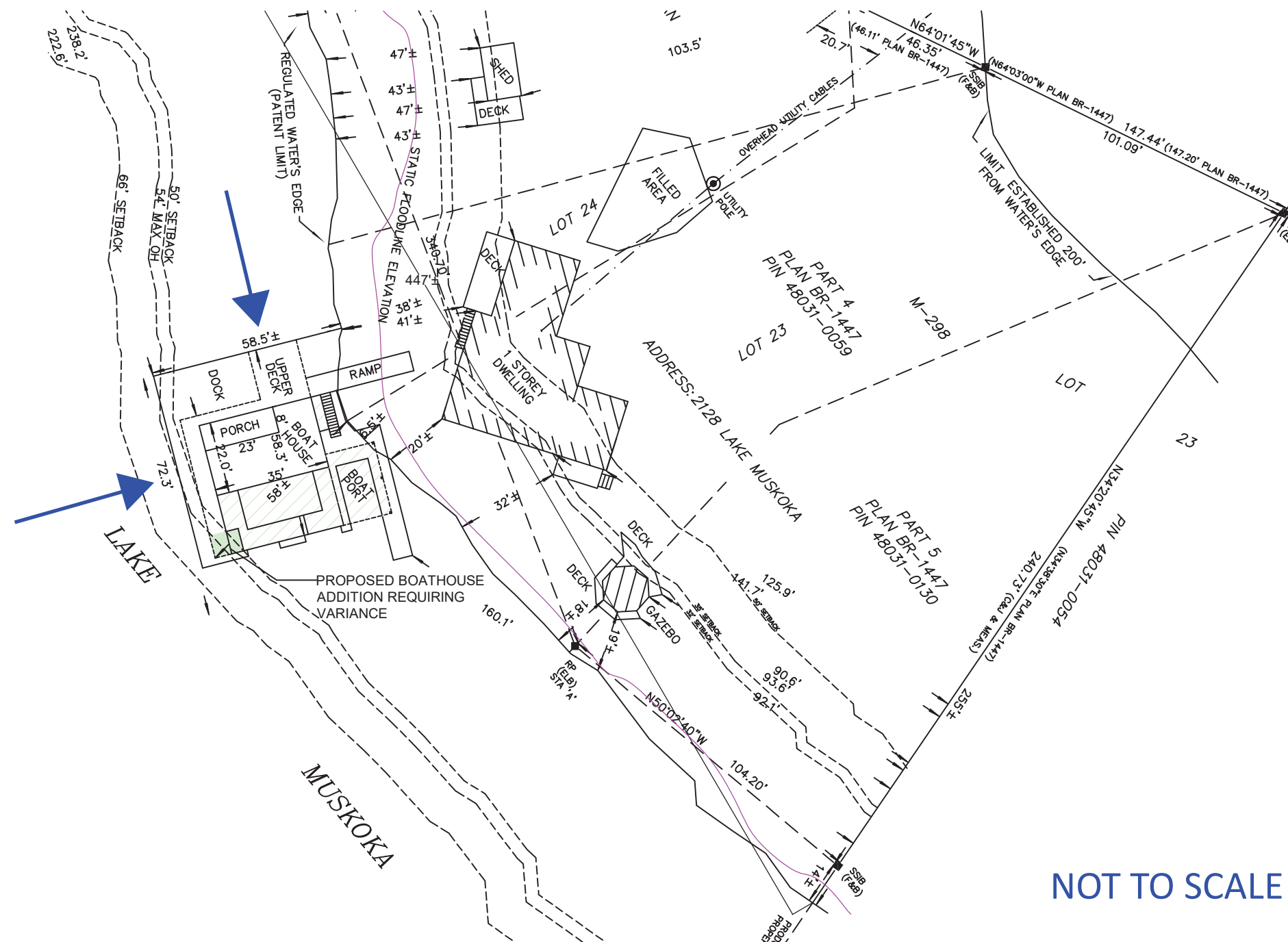
KEY PLAN (N.T.S)  
DERIVED FROM MUSKOKA GEOHUB



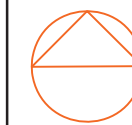
KEY PLAN - NOT TO SCALE

INDICATES AREA OF ADDITION  
1125 SQ.FT.

TOTAL BOATHOUSE WIDTH  
 FIRST STOREY 74.3'  
 SECOND STOREY 22.0'



NOT TO SCALE



**T | SQUARED**  
 DESIGN STUDIO INC.  
 167 Medora Street Port Carling ON POB L1J 705.765.5428

CONSULTANTS

**SUMMERS SCOTT  
 COTTAGE**  
 2128 LAKE MUSKOKA SHORE  
 TOWNSHIP OF  
 MUSKOKA LAKES

MARK	DATE	DESCRIPTION
4		
3		
2		
1		

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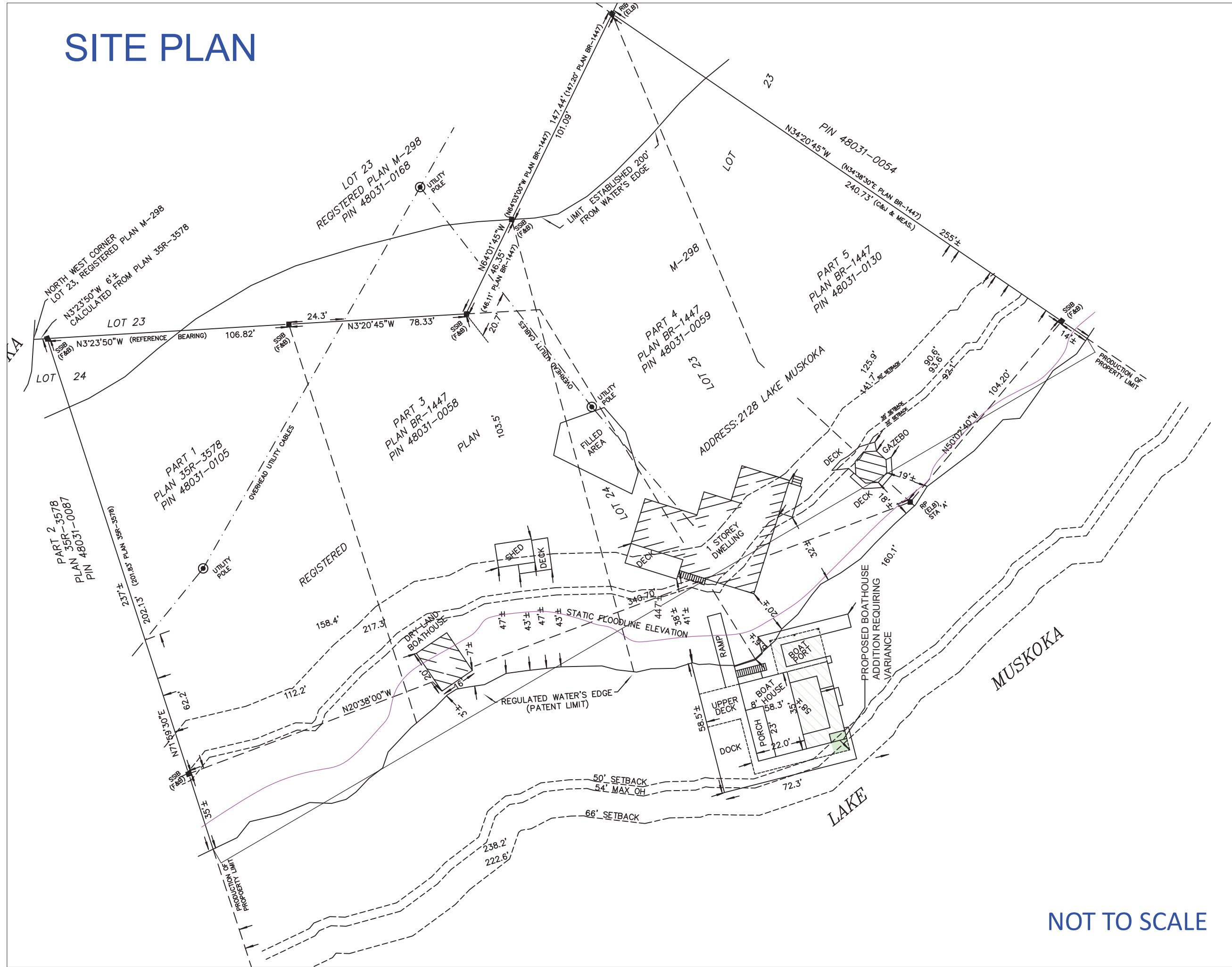
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 CAD DWG FILE: SUMMERS-SITE  
 DRAWN BY:  
 CHECKED BY: TERRY LEDGER

SHEET TITLE

SITE  
 PLAN

A0

# SITE PLAN



NOT TO SCALE

# FLOOR PLANS

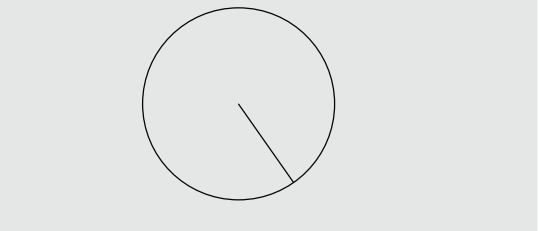
Project No. 19001  
I REVIEW AND TAKE RESPONSIBILITY FOR THE DESIGN WORK ON BEHALF OF A FIRM REGISTERED UNDER SUBSECTION 2.17.4. OF THE BUILDING CODE. I AM QUALIFIED, AND THE FIRM IS REGISTERED, IN THE APPROPRIATE CLASSES/CATEGORIES.

INDIVIDUAL BCIN: 22334  
FIRM BCIN: 27436

TERRY LEDGER  
Revisions

- Notes
- DO NOT SCALE DRAWINGS.
  - SHOULD THERE APPEAR TO BE ANY DISCREPANCIES, PLEASE CONTACT DESIGNERS PRIOR TO PROCEEDING.
  - ALL MATERIALS AND INSTALLATION METHODS SHALL ADHERE TO THE ONTARIO BUILDING CODE.
  - ANY SUBSTITUTIONS SHALL BE APPROVED BY THE DESIGNERS PRIOR TO PROCEEDING WITH ANY WORK.
  - ENGINEERED DRAWINGS TO BE ON SITE AT ALL TIMES.
  - ALL ELECTRICAL FACILITIES SHALL CONFORM TO DIVISION B PART 5.4 OF THE OBC.
  - ALL OPENING AND TRANSITIONAL FLASHING SHALL CONFORM TO DIVISION B PART 9.27.3.7. & 8. OF THE OBC.
  - CONTINUOUS STUDS FROM FLOOR STRUCTURE TO U/S OF ROOF STRUCTURE ON GABLE WALLS AND TALL WALLS.

North Arrow

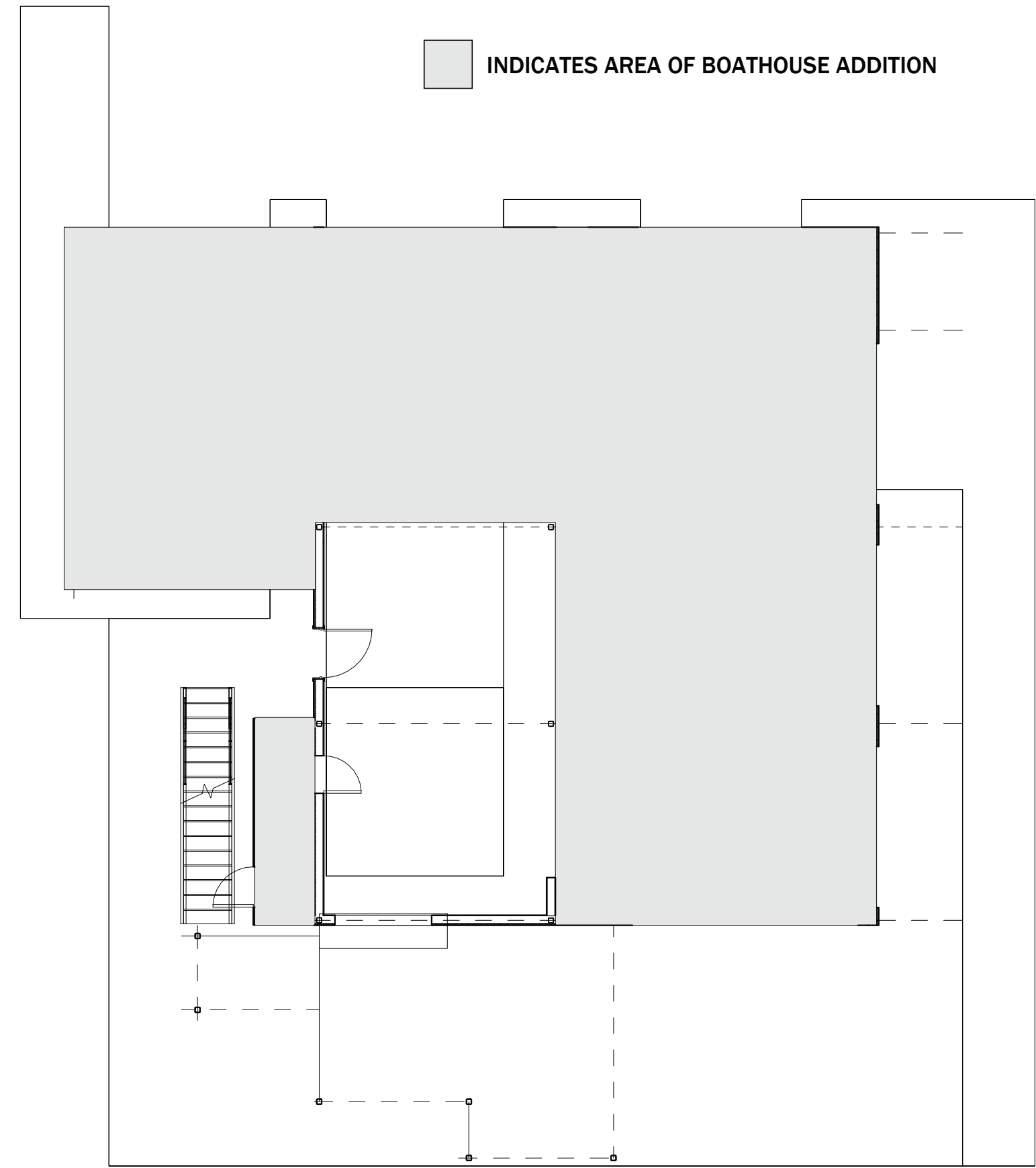


Drawn by: TRINA CLARKE  
Checked by: TERRY LEDGER  
Scale: As Indicated

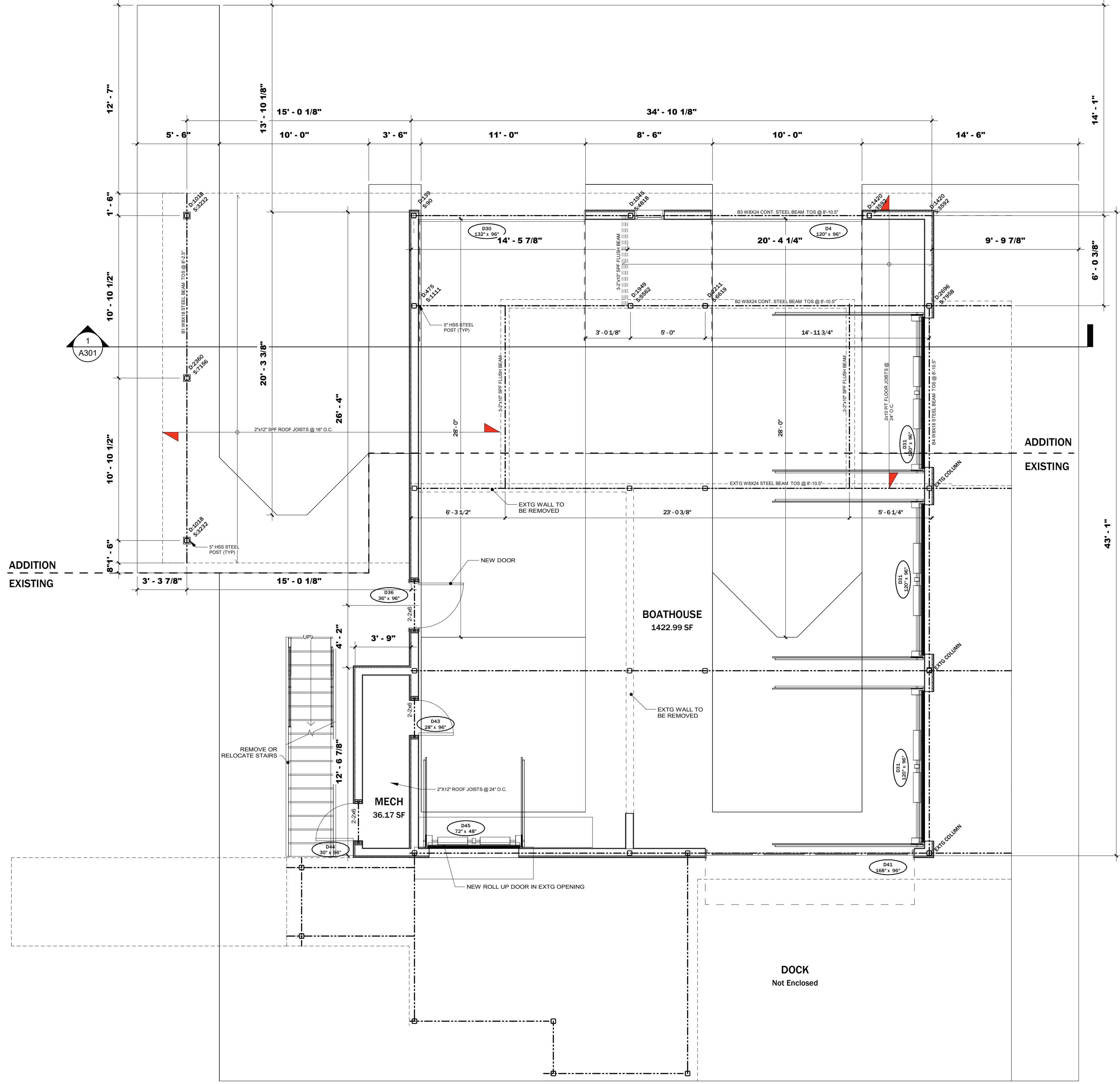
## DOCK PLAN

# A100

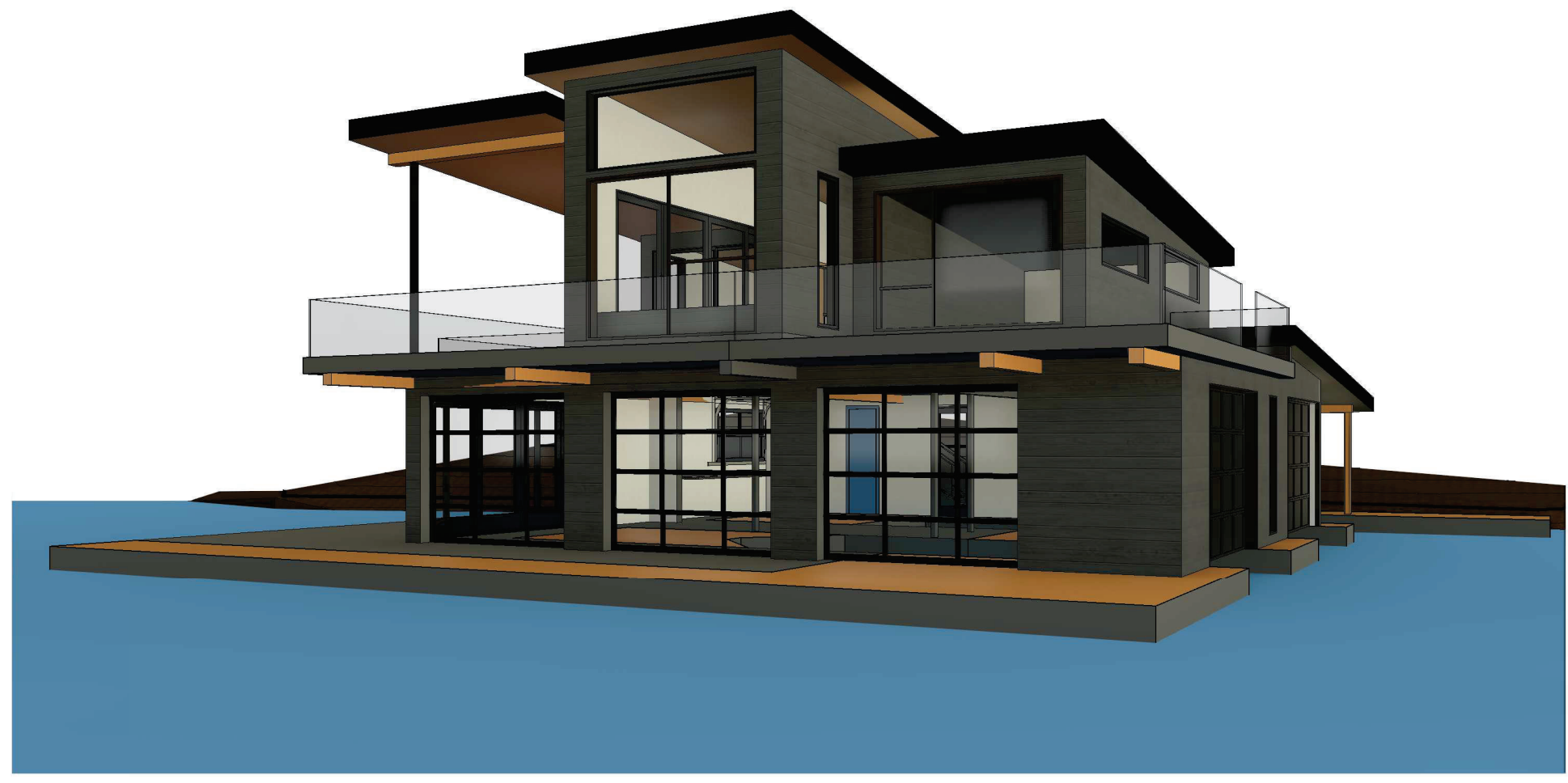
INDICATES AREA OF BOATHOUSE ADDITION



3 KEY PLAN  
1/8" = 1'-0"



1 TOP OF DOCK  
1/4" = 1'-0"



2 3D View 2

FOR INFORMATIONAL PURPOSES ONLY

NOT TO SCALE

# FLOOR PLANS

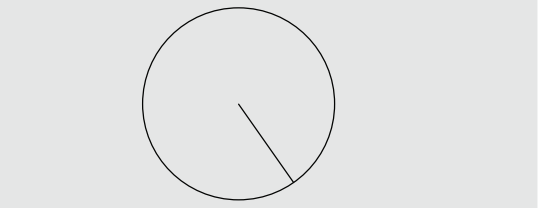
Project No. 19001  
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FIRM BCIN: 27436

TERRY LEDGER  
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North Arrow



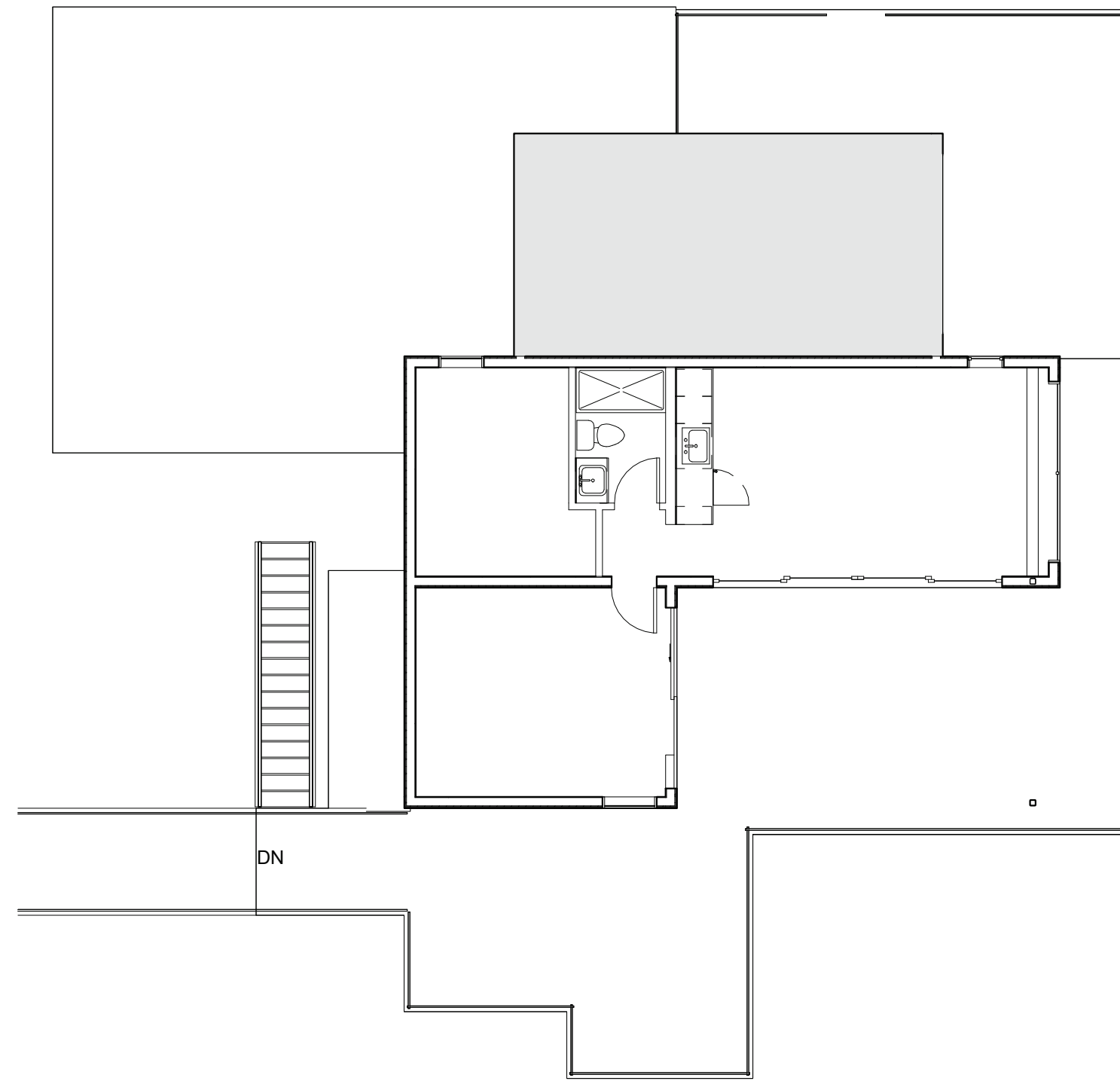
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Checked by: TERRY LEDGER

Scale: As Indicated

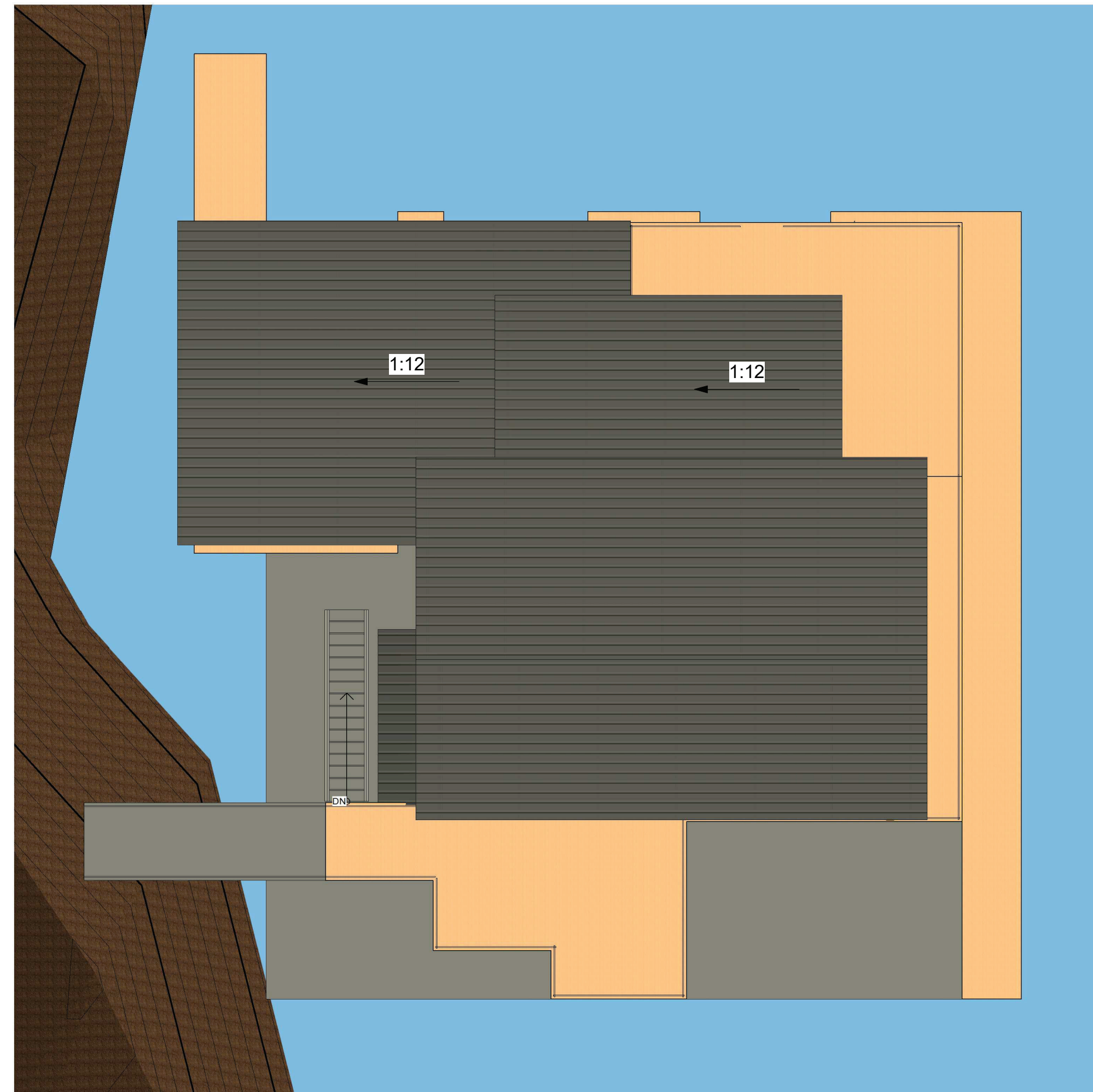
UPPER LEVEL  
FLOORPLAN

**A101**

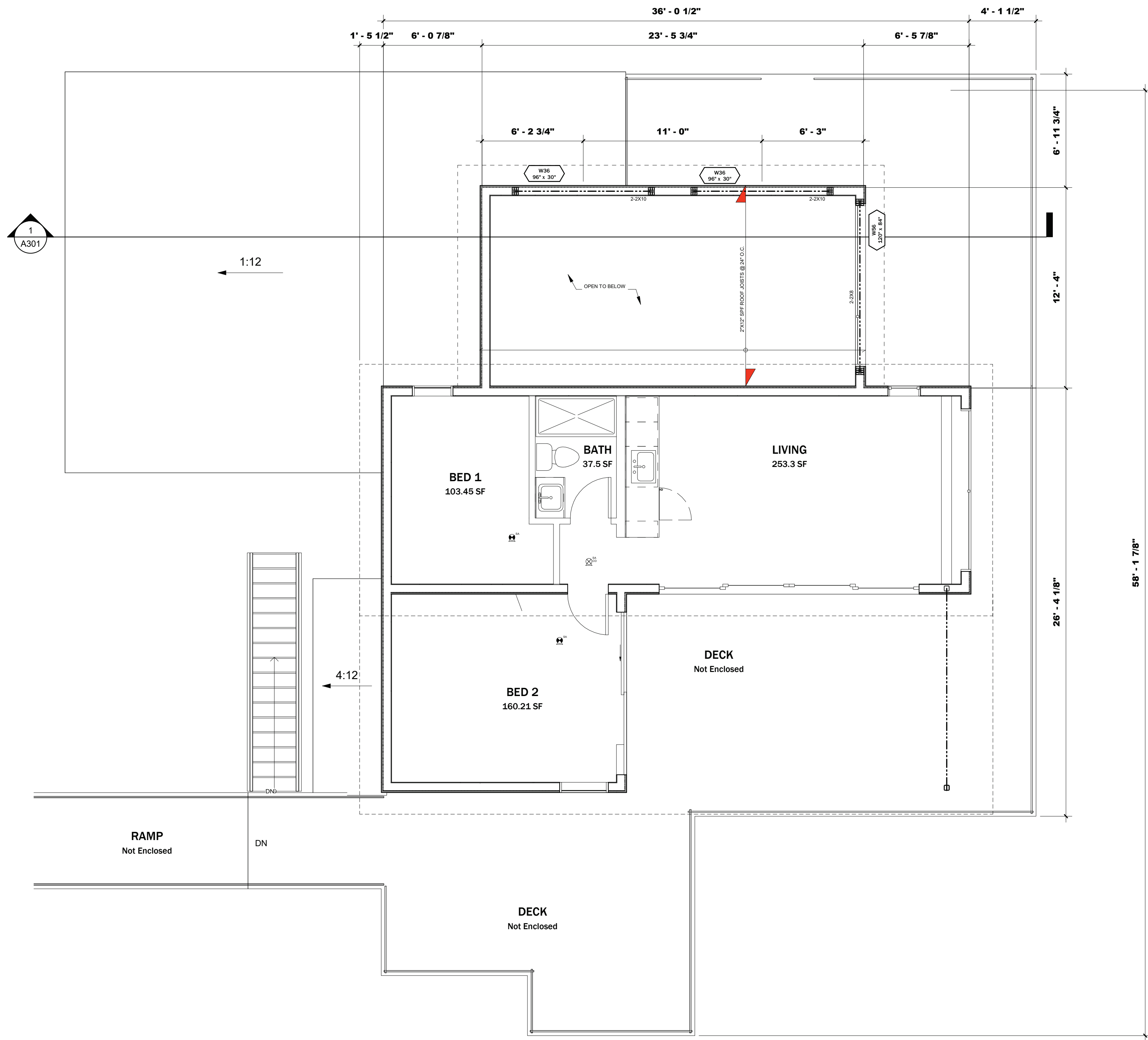
INDICATES AREA OF BOATHOUSE ADDITION



4 UPPER KEY PLAN  
1/8" = 1'-0"



2 ROOF  
1/8" = 1'-0"



1 TOP OF DECK  
1/4" = 1'-0"

FOR INFORMATIONAL PURPOSES ONLY

NOT TO SCALE

# ELEVATIONS

**SUMMERS SCOTT**  
**BOATHOUSE**  
CONSTRUCTION DWGS  
2128 LAKE MUSKOKA SHORE  
TOWNSHIP OF MUSKOKA, LAKES

Project No. 19001

I REVIEW AND TAKE RESPONSIBILITY FOR THE DESIGN WORK ON BEHALF OF A FIRM REGISTERED UNDER SUBSECTION 2.17.4. OF THE BUILDING CODE. I AM QUALIFIED, AND THE FIRM IS REGISTERED, IN THE APPROPRIATE CLASSES/CATEGORIES.

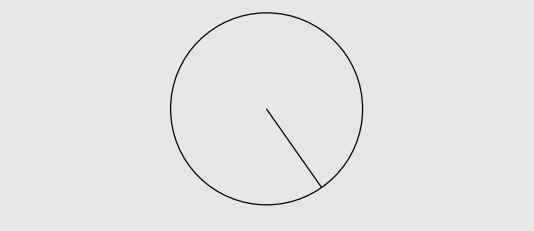
INDIVIDUAL BCIN: 22334  
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TERRY LEDGER

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North Arrow



Drawn by: TRINA CLARKE  
Checked by: TERRY LEDGER

Scale 3/16" = 1'-0"

**EXTERIOR ELEVATIONS**

**A201**

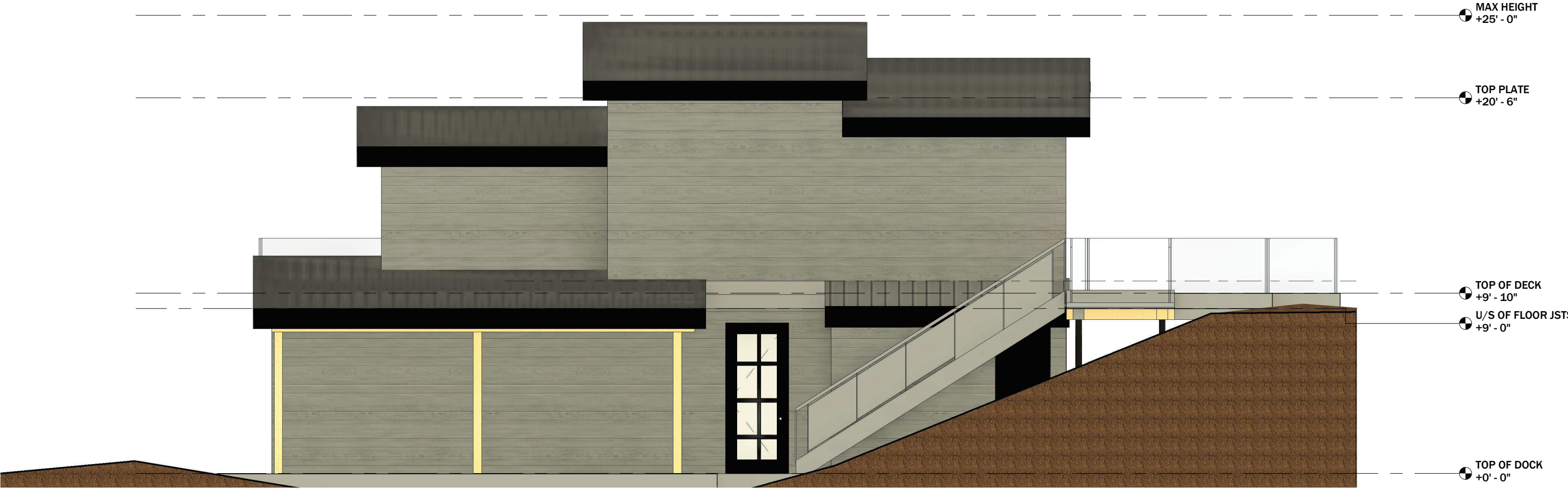
Sheet No. ©2021



2 WEST  
3/16" = 1'-0"



1 SOUTH  
3/16" = 1'-0"



4 EAST  
3/16" = 1'-0"



3 NORTH  
3/16" = 1'-0"

FOR INFORMATIONAL PURPOSES ONLY

NOT TO SCALE

## COMMITTEE OF ADJUSTMENT - NOTICE OF HEARING

### THE CORPORATION OF THE TOWNSHIP OF MUSKOKA LAKES

To consider an application for a proposed minor variance to Zoning By-law 2014-14 pursuant to Section 45 of the Planning Act, R.S.O., 1990, Chapter P. 13, as amended.

**File No.: A-14/26**  
**Roll No.: 2-24-070**

<b>Owner:</b>	Christopher Clapperton
<b>Address:</b>	1117 Purdy Road, Unit #15
<b>Description:</b>	Part of Lots 31 and 32, Concession 9, Parts 9, 11, 12, 14, 17 to 21, and 26, Plan 35R-24941, (Watt)
<b>Zoning:</b>	Waterfront Residential - No Constraints (WR1-7), Waterfront Residential - Steep Slopes and/or Narrow Waterbody (WR5-7) & Open Space - Private (OS2) Lake Rosseau (Category 1 Lake) <span style="float: right;">Schedule: 22</span>

**Hearing Date: Monday, June 8<sup>th</sup>, 2026 at 9:00 a.m.**



Take further notice that this public hearing will be held in a hybrid forum with electronic Zoom participation, and in-person format for those wishing to attend in-person. The hearing will be held in the **Council Chambers, Municipal Office, 1 Bailey Street, Port Carling, ON**. Should you wish to view an electronic copy of the Notice of Hearing for the above-noted application, please visit <https://www.muskokalakes.ca/planning-notices/> or scan the QR code. Please note there may be a delay when the physical notice signs are posted and when the electronic copy of the Notice is available online.

#### Explanation of the Purpose and Effect:

The applicant proposes to construct a dock (accessory use) prior to construction of a dwelling (main use) on a property that is not water-access only. The following is a summary of the requested variance:

Variance	ZBL 2014-14 Section(s)	Description	Permitted	Proposed
A	3.5.1 & 4.1.2	Construction Sequence	Establishment of a Main Use Prior to an Accessory Use	Construct a Dock Prior to the Establishment of a Main Building (Dwelling)

A key map of the subject property and the applicant's site plan and any drawings are included in this notice.

For more information, please contact the Planning Division weekdays between 8:15 a.m. and 4 p.m. at the Municipal Office, or at [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) or by phone at (705) 765-3156. **Please quote the file number noted above.**

## **How to Participate:**

### **Submit Comments in Writing**



If you wish to provide a response to this application, please submit comments to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca), deliver in-person, or mail to P.O. Box 129, 1 Bailey Street, Port Carling, ON, P0B 1J0. For correspondence to be included on the agenda, please submit your comments by: **June 3, 2026.**

**Please note that comments can still be submitted after the agenda has been published.** Personal information collected in response to this Notice of Hearing will be used to assist staff and Council to process this application and will be made public.

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### **Active Participation In-Person or on Zoom**



Hybrid meetings are held at 9:00 a.m. on the above-noted meeting date in Council Chambers at the Municipal Office. For more information about participating, please visit [www.muskokalakes.ca/speaking-at-a-meeting](http://www.muskokalakes.ca/speaking-at-a-meeting)

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### **Watch the Hearing Online**



You can access the hearing from YouTube on the Township of Muskoka Lakes YouTube Channel. If the live webcast fails, the hearing recording will be posted under the Government Portal on [www.muskokalakes.ca](http://www.muskokalakes.ca)

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**FAILURE TO PARTICIPATE IN HEARING:** If you do not participate in the hearing it may proceed in your absence and, except as otherwise provided in the Planning Act, you will not be entitled to any further notice in the proceedings.

**DECISION & APPEALS:** If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must make a written request to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca). Furthermore, **no one other than** the applicant, the municipality, certain public bodies, a “specified person” (as defined by the Planning Act 1(1)), and the minister may file an appeal of the decision of the Committee of Adjustment in respect of the proposed variance. If they do not make a written submission to the Secretary Treasurer before the variance is approved or refused, then the Ontario Land Tribunal may dismiss the appeal.

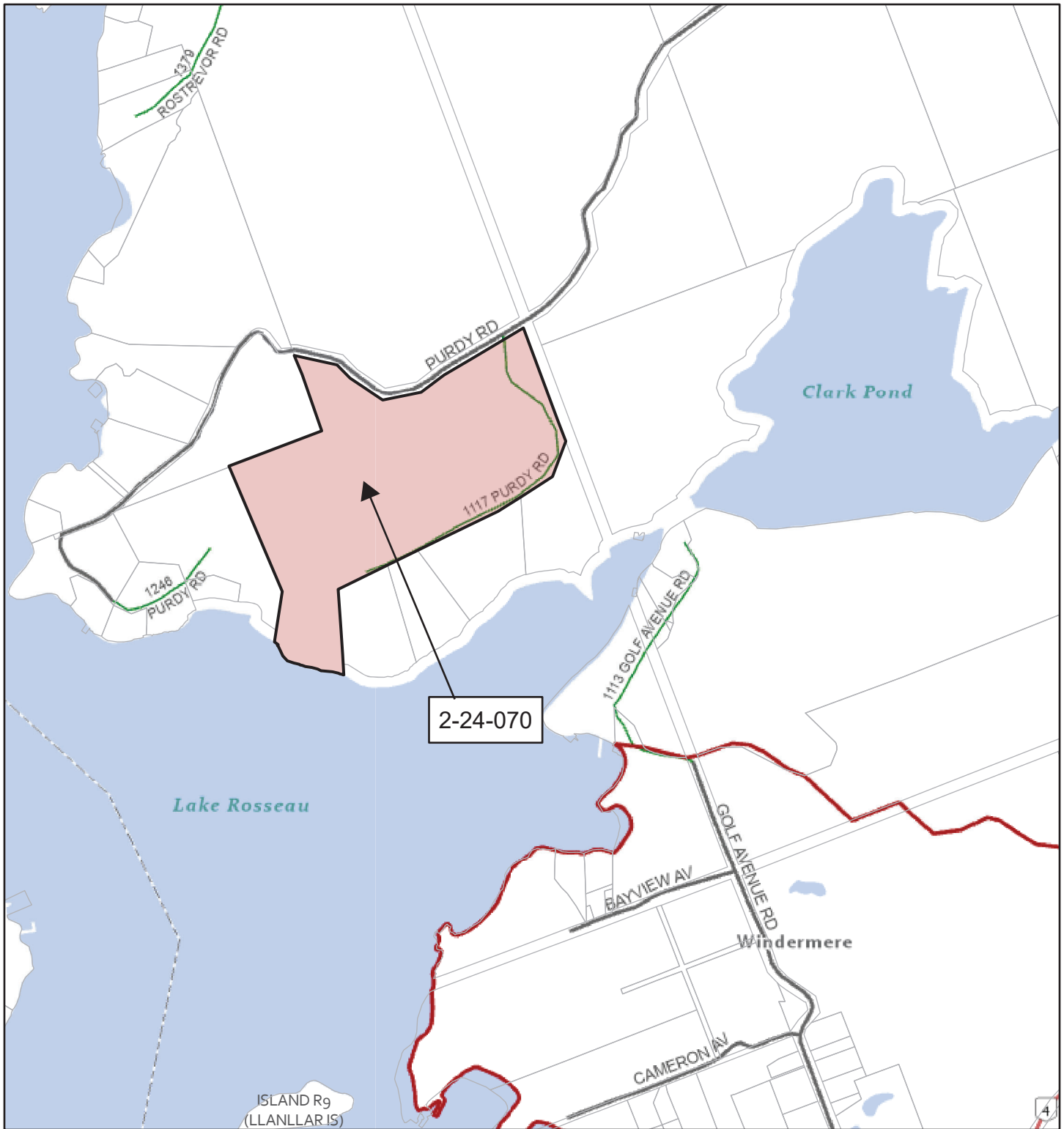
**PLEASE NOTE:** The Committee of Adjustment is a judicial body which makes decisions solely on the information gathered as a Committee. Committee members are not to be contacted prior to the hearing date to avoid a conflict of interest.

Dated at the Township of Muskoka Lakes  
this 21st day of May, 2026.

Chelsea Ward, Secretary-Treasurer  
Committee of Adjustment  
[planning@muskokalakes.ca](mailto:planning@muskokalakes.ca)



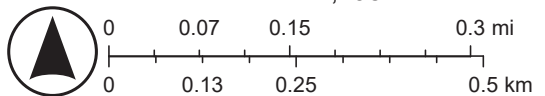
# KEY MAP, (A-14/26)



NOT A PLAN OF SURVEY. FOR INFORMATIONAL PURPOSES ONLY.

1:14,298

- |                       |                           |                  |
|-----------------------|---------------------------|------------------|
| Parcel: Assessment    | Road Network              | Evaluated-Other  |
| District Municipality | District                  | Waterbody        |
| Area Municipality     | Township                  | Major Lake       |
| Geographic Township   | Private                   | Canada_Hillshade |
| Settlement Areas      | Wetland With Significance | World_Hillshade  |
| Community             | Evaluated-Provincial      |                  |



Sources: NRCan, Esri, Canada, and Canadian Community Maps contributors., Esri, NASA, NGA, USGS, FEMA



**Staff Report PLAN-2026-075**  
Committee of Adjustment  
June 8, 2026

**TO:** Chair Edwards and Members of Committee of Adjustment

**AUTHOR:** Teslyn Heron, Planner

**SUBJECT:** A-14/26 (CLAPPERTON), Part of Lots 31 and 32, Concession 9, Parts 9, 11, 12, 14, 17 to 21, and 26, Plan 35R-24941 (Watt), Civic Address: 1117 Purdy Road, Unit #15, Roll #: 2-24-070

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## **RECOMMENDATION**

BE IT RESOLVED THAT Minor Variance Application A-14/26 (CLAPPERTON), to construct a dock (accessory use) prior to construction of a dwelling (main use) on a property that is not water-access only, is hereby APPROVED with the following variance being granted:

- i. To permit the construction of an accessory use (dock) prior to the construction of a main use (dwelling).

This variance is granted as shown on the plan attached to the Notice of Decision.

This approval shall remain in effect for three years from the date of decision.

## **REPORT HIGHLIGHTS**

This report provides an overview and analysis of Minor Variance Application A-14/26 (CLAPPERTON). Through policy analysis, a site visit, and a desktop review of available information, staff have concluded that the proposed variance necessary to construct a dock (accessory use) prior to construction of a dwelling (main use) on a property that is not water-access only meets the four tests of a minor variance application under the *Planning Act*.

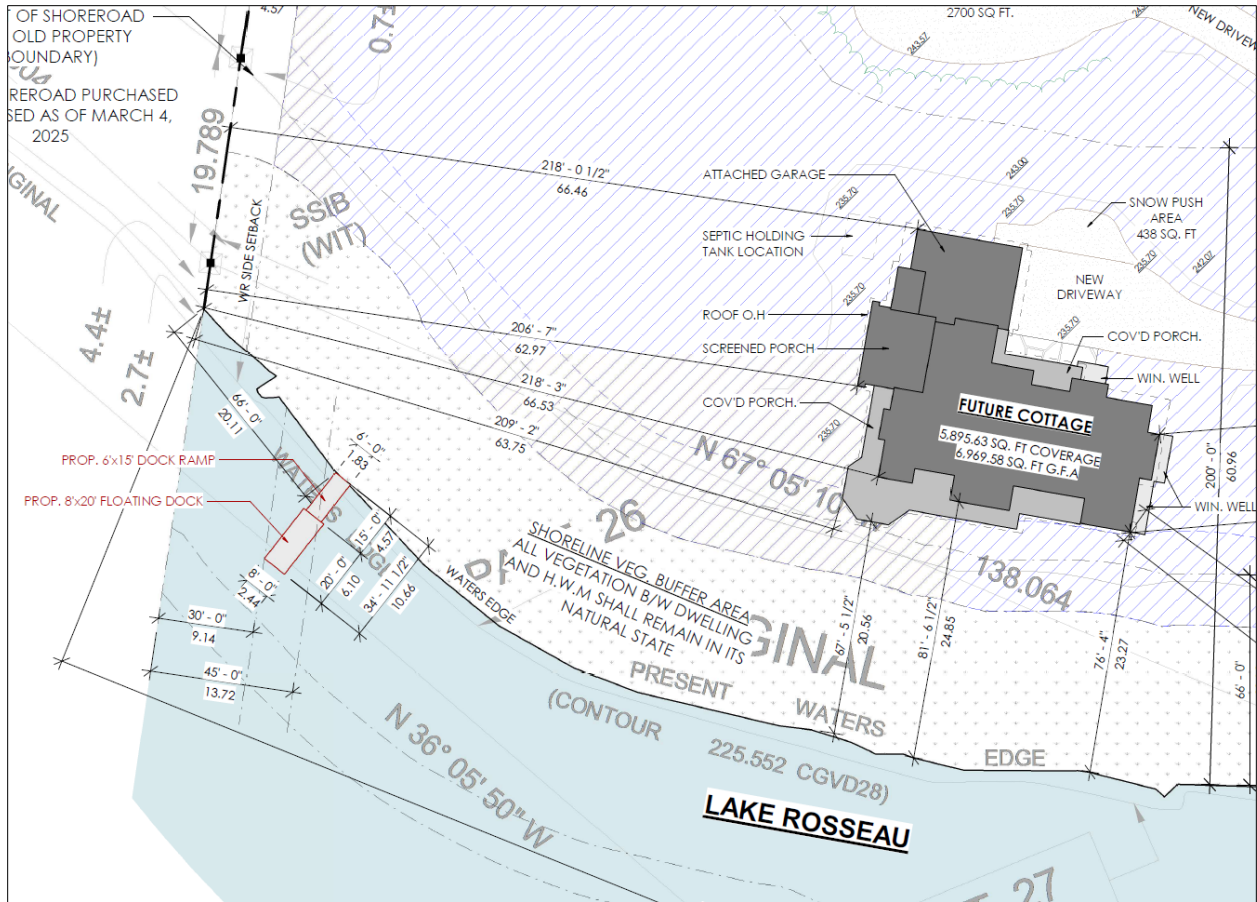


Figure 1: Enlarged site plan showing proposed dock.

## BACKGROUND

The purpose and effect of proposed Minor Variance Application A-14/26 is to construct a temporary floating dock (accessory use) prior to the establishment of a dwelling (main use) on the subject lands. Although the property is not water access only, both the property owners and the site supervisor reside on the lake, and water access would provide significantly shorter and more efficient access to the site during the early stages of construction. Technical details of the application are summarized in Table 1 below.

Table 1: Summary of Necessary Variance

Variance	ZBL 2014-14 Section(s)	Description	Permitted	Proposed
A	3.5.1 and 4.1.2	Construction Sequence	Establishment of a Main Use Prior to an Accessory Use	Construct a Dock Prior to the Establishment of a Main Building (Dwelling)

The site-specific property details are outlined in Table 2 below.

Table 2: Site-Specific Property Details

Matter	Comment
Official Plan Designation (November 2023 Consolidation)	Waterfront Area & Rural Area
Official Plan Designation (April 2013 Consolidation)	Waterfront & Rural - Country Residential - Area 3
Zoning (ZBL 2014-14, as amended)	Waterfront Residential - No Constraints (WR1-7), Waterfront Residential - Steep Slopes and/or Narrow Waterbody (WR5-7) & Open Space – Private (OS2)
Zoning Schedule	22
Access	Purdy Road – Township, Seasonally Maintained
Lot Area	± 1,945,324 Square Feet (44.7 ac.)
Lot Frontage	± 452 Feet
Servicing	Septic/Lake or Well
Abutting Zoning Categories	Waterfront Residential - No Constraints (WR1-7)
Original Shore Road Allowance	Closed
Lake/River Category	1 (Lake Rosseau)
Site Plan Control	Zoning is automatically subject to Site Plan Control however the proposed structure is exempt.

## ANALYSIS

### Official Plans

The application was reviewed based on the policies in effect at the time of the application was submitted. At the time that the subject application was submitted, parts of the Township's 2023 Official Plan were under appeal. Where relevant policies were under

appeal and such policies were not yet in effect, staff refer to applicable policies of the Township's 2013 Official Plan.

### Public Consultation

Notice of this public hearing to be held under the Planning Act for this application was circulated 18 days in advance of the scheduled June 8<sup>th</sup>, 2026 hearing date. Four (4) written departmental comments have been received at the time of writing (see Table A3 below), indicating no objection to the application. Any written comments received up to June 3<sup>rd</sup>, 2026 will be attached to Committee's Agenda under Section 10.

### Four Tests of a Minor Variance

A minor variance application is evaluated against four tests prescribed under Section 45(1) of the Planning Act as follows:

- 1) Does it meet the general intent and purpose of the Official Plan?
- 2) Does it meet the general intent and purpose of the Comprehensive Zoning By-law?
- 3) Is it desirable for appropriate development or use of the land, building or structure?
- 4) Is it minor in nature?

### Proposed Variance A – Construction Sequence (Accessory Use Prior to Main Use)

It is the opinion of staff that the requested variance meets the four tests. In making this determination, key considerations include:

- The Township's Official Plan is generally silent with respect to the sequence of construction on waterfront residential properties. Section E4.1 d) of the Township's 2023 Official Plan states that the Waterfront Area is the focus for recreation, relaxation, water supply, and support for natural heritage features and areas, among others. Where development, site alteration and construction and reconstruction on existing and new lots occurs in the Waterfront Area, it should enhance and protect those qualities that contribute to character. In this case, the applicant proposes to construct a temporary floating dock prior to the construction of a main dwelling to allow water access for the owners and site supervisor who reside elsewhere on the lake while the construction of a dwelling occurs. The proposed dock will be temporary to allow access during the construction of the dwelling. The intention is to remove the dock and replace it with a permanent dock and boathouse in the future. The proposed access is for foot traffic only (i.e. it will not be used for construction access of equipment or materials). A building permit for the dwelling has not yet been applied for or issued.

- Section 3.5.1.a of the Township’s Comprehensive Zoning By-law requires the establishment of a main use (in this case residential) through the construction of a main dwelling, prior to the establishment of an accessory use, such as a sleeping cabin, sauna, or in this case, dock. Part of the intent is to ensure that properties are developed to their ‘highest and best use’ as permitted through zoning vs. a lesser use, such as a garage for storage. However, the Township’s Zoning By-law exempts a dock from this requirement if the property is water access only. In this case, this exemption does not apply because the subject lands are accessible via roadway. The applicant’s intention is to construct a dwelling for which the temporary dock will facilitate easy access throughout the construction of said dwelling. The proposed dock is modest in size (280 sq. ft.) and temporary in nature. It is not intended as a primary recreational dock. The use of the proposed dock is for pedestrian access only and will not be used as a construction access point. The size and extent of the proposed dock support the assertion that the dock is for access and will not be primarily used for the purposes of lounging/swimming. Any additions to the proposed dock prior to the establishment of a main use on the lands will require further planning relief.
- The property is currently vacant with the exception of a storage building. The storage building is located within the OS2 zoned portion of the lands and was constructed with a permit (BP-2024-1118) as an accessory structure to support the main use, being open space recreation land use activities. The property is large, being 44.7 acres and the majority of it is well vegetated. Most of the property is located in the Private Open Space (OS2) Zone, with only a small portion located within the Waterfront Residential Zone. No other buildings or structures are currently on the subject lands.
- The proposed dock complies with all other requirements in the Township’s Zoning By-law, including length, width and setbacks from side lot line projections into the high water mark.

## General Analysis

Site visit photos, property constraints and past planning approvals, and policy considerations are included in an appendix to this report.

## PREPARATION

Original signed by Teslyn Heron

**Prepared By**

Teslyn Heron

Planner

Planning Division

(705) 765-3156 ext. 359

[THeron@muskokalakes.ca](mailto:THeron@muskokalakes.ca)

Original signed by E. Crowder

**Approved By**

Emily Crowder

Senior Planner

Planning Division

(705) 765-3156 ext. 310

[ECrowder@muskokalakes.ca](mailto:ECrowder@muskokalakes.ca)

Original signed by S. Stone

**Acknowledged By**

Steve Stone

Manager of Planning

(705) 765-3156 ext. 235

[SStone@muskokalakes.ca](mailto:SStone@muskokalakes.ca)

**APPENDIX**

A1: Property Constraints, and Background

Matter	Comment
Species at Risk (SAR)	<p>SAR may be encountered in the area. More information regarding SAR can be found at <a href="http://www.ontario.ca/SpeciesAtRisk">www.ontario.ca/SpeciesAtRisk</a>. Property owners should consult the Ministry of the Environment Conservation, and Parks (MECP) to ensure any proposed development will not have any adverse impacts on SAR or SAR habitat. Given the applicant's statutory obligations under the <i>Endangered Species Act, 2007</i>, an evaluation of potential habitat of endangered and threatened species and impacts has not been completed, however, one can be requested by Committee if desired. Staff would note that the proposed dock is modest in size and no tree removal/site alteration are anticipated for the development of the dock.</p>
Fish Habitat	<p>The subject land fronts onto an area of Lake Rosseau that has been identified by the MNR as Type II (General) Fish Habitat, which is not limiting to fish populations. Given statutory obligations under the Fisheries Act, it is the responsibility of applicants to confirm, through a self-assessment, if any future development/redevelopment will trigger a requirement for a review by the Department of Fisheries and Oceans (DFO) as laid out in Guidelines for Projects Near Water (<a href="http://www.dfo-mpo.gc.ca/pnw-ppe-index-eng.html">http://www.dfo-mpo.gc.ca/pnw-ppe-index-eng.html</a>). An evaluation of potential impacts to fish and fish habitat has not been completed as detailed above, however, one can be requested by Committee if desired.</p>

A2: Site Visit Photos, May 20, 2026



Figure 1A: Shoreline of subject property to the southeast.



Figure 2A: Shoreline of subject property to the southwest (approximate location of proposed dock).

A3: Agency and Public Comments Submitted at Report Writing

Submission	No Objection	Objection	Comments
Township of Muskoka Lakes, Development Services Division	✓		No objection.
Township of Muskoka Lakes, Operational Services	✓		No comments.
Township of Muskoka Lakes, Emergency Services	✓		No comments.
Township of Muskoka Lakes, Legislative Services	✓		No comments.
<b>Public Comments:</b>			
			Public comments had not been received at the time of report writing.

A5: Planning Policy

<b>Provincial Planning Statement</b>
The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The subject property is identified as a Rural Area in the PPS and the application is consistent with it.
<b>Township of Muskoka Lakes Official Plan (Approved April 2013)</b>
The Township's 2013 Official Plan designates the subject property as Waterfront & Rural Area – Country Residential – Area 3 and it is the opinion of staff that the application conforms to the Township's Official Plan.
<b>Township of Muskoka Lakes Official Plan (Approved November 2023 - appealed)</b>
The Township's 2023 Official Plan designates the subject property as Waterfront Area & Rural Area and it is the opinion of staff that the application conforms to the in-effect policies in the Township's Official Plan.



February 17, 2026

Subject: Minor Variance Application for 1117 Purdy Rd. #15

To Whom It May Concern,

Please accept this letter as support for our Minor Variance application respecting Section 3.5.1.a of the Township Zoning By-law, which states that no accessory building or structure shall be erected prior to the establishment of the main building, structure, or use, except in the case of a dock, single storey boathouse, or inclinor on a lot accessible only by water.

The subject property, municipally known as 1117 Purdy Road #15, is a vacant waterfront parcel currently containing a storage garage within the back open space zone. A Site Plan Agreement for the construction of the main cottage has been fully approved, and construction is anticipated to commence this summer.

While the property is not water-access only, we are respectfully requesting permission to construct a small floating dock prior to commencement of the main cottage build. The proposed dock would measure 8 feet by 20 feet, accessed by an 8-foot ramp connecting to the shoreline.

The purpose of this request is practical in nature. Both the property owners and the site supervisor are located on the lake, and water access would provide significantly shorter and more efficient access to the site during the early stages of construction. Allowing temporary dock installation would reduce road traffic, improve logistical efficiency, and provide safer access for site visits and supervision.

The proposed dock fully complies with all applicable size and setback requirements under the Zoning By-law. The variance is strictly related to timing, permitting installation prior to the commencement of the principal building rather than after.

The dock is intended to be temporary in nature. It will either:

- Be removed once the permitted permanent steel dock and boathouse dock are constructed; or
- Remain in place only if the combined total dock area remains within the maximum allowable limits under the By-law.

For clarity and to address potential neighbour concerns, the temporary floating dock is proposed on the western side of the property, while the future permanent steel

dock and boathouse will be located on the eastern shoreline. The eastern side abuts three vacant lots, whereas the western side abuts developed properties that are widely spaced. Given its modest size and temporary function, the proposed dock is not intended as a primary recreational dock and is not expected to materially impact privacy, views, or neighbouring properties.

We respectfully submit that this request is minor in nature, appropriate for the site, and maintains the general intent and purpose of the Official Plan and Zoning By-law.  
Thank you for your consideration.

Sincerely,



**Sophie Clapperton**  
Owner & Principal Designer  
Sophie Clapperton Designs Inc.



**Staff Report PLAN-2026-077**  
Committee of Adjustment  
June 8, 2026

**TO:** Chair Edwards and Members of Committee of Adjustment

**AUTHOR:** Chelsea Ward, Committee of Adjustment Coordinator & Secretary-Treasurer

**SUBJECT:** B/28/24/ML (5021901 ONTARIO INC.), Part of Lots 16 and 17, Concession 10, (Medora), Civic Address: No Civic Address Assigned – Peninsula Road, Roll #: 4-12-029-20

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## **RECOMMENDATIONS**

BE IT RESOLVED THAT the Provisional Approval of Consent Application B/28/24/ML (5021901 ONTARIO INC.) be amended by replacing Condition ii. with the following:

- ii. That a satisfactory instrument be registered on title under the authority of Section 118 of the Land Titles Act, to specify that the waterfront and backlot parcels cannot be separately conveyed/transferred at the direction of the Township's Solicitor.

AND FURTHER THAT the amended condition is deemed to be minor in nature and that the consent lapse date remains as September 10<sup>th</sup>, 2026.

## **REPORT HIGHLIGHTS**

This report provides an overview of a proposed amended condition of consent for Consent Application B/28/24/ML (5021901 ONTARIO INC.).

## **BACKGROUND**

Provisional Approval

In September of 2024, Committee of Adjustment approved Consent/Severance Application B/28/24/ML (5021901 ONTARIO INC.) to sever a backlot property (Severed Lot) and to add it to a waterfront property (Benefitting Lot), subject to conditions of consent. [Staff Report PLAN-2024-139](#) provides further background information on the application.

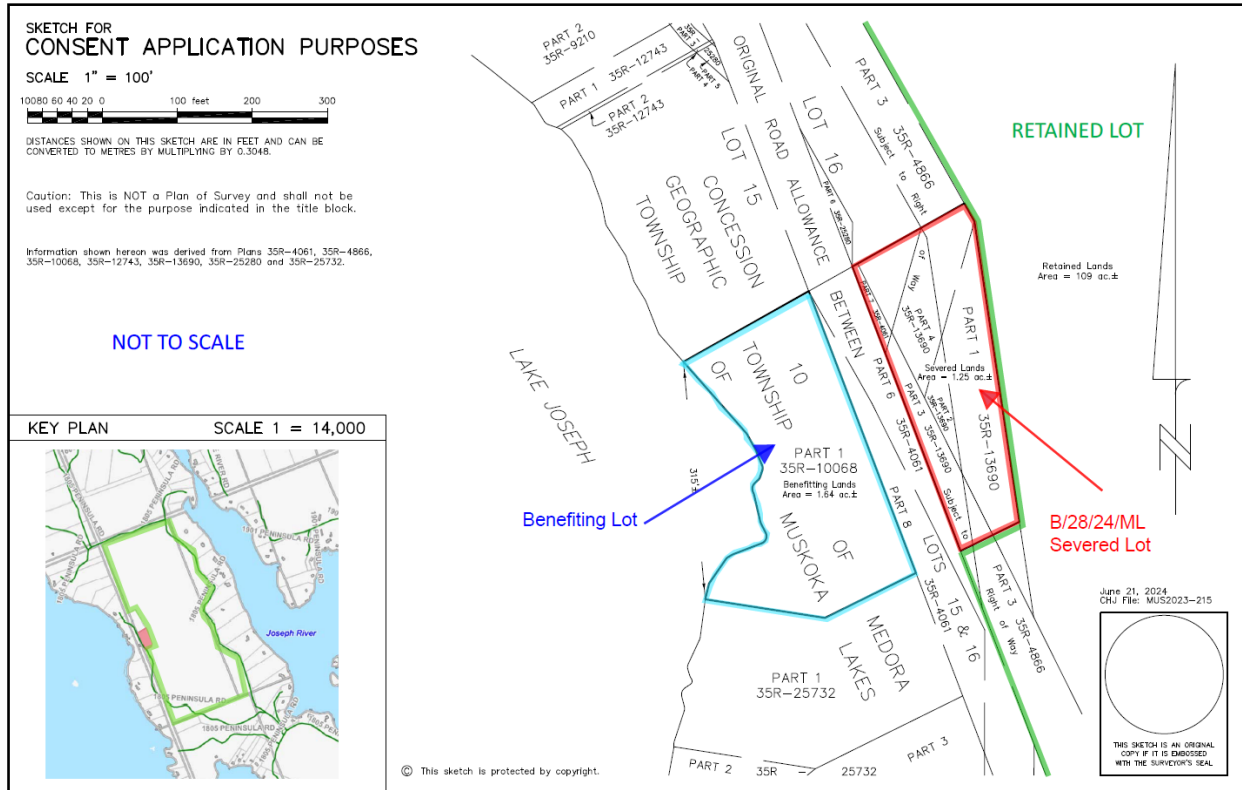


Figure 1: Consent Sketch approved by Committee of Adjustment, September 2024.

## ANALYSIS

As the applicants were in the process of fulfilling their conditions of consent, it was discovered that Condition ii. should be amended as the Consent Agreement is not the appropriate tool to accomplish the intent to ensure the waterfront and backlot parcels cannot be separately conveyed/transferred. Instead, it is recommended that a Section 118 Land Titles Act restriction be placed on title wherein the owner agrees that neither parcel be transferred separately by the owner without the consent of a designated official of the Township. Through this process, the owner could seek to consolidate the individual parcels in the Land Registry Office (LRO) system to ensure all parcels would be under one Property Identification Number (PIN).

To this effect, under the direction of the Township's Solicitor, Staff recommend that a resolution be passed to make this change. This will simply substitute the requirement for a Consent Agreement with the Land Titles Act restriction.

Staff have no concerns with the approval of the amended condition of consent.

## Next Steps

Under Section 53(23) of the Planning Act, Township Council (or in this case Committee of Adjustment, who has been delegated authority by Council to grant consents) can

amend conditions of consent after a Notice of Decision is given and is not required to provide a further written Notice of Decision, if, in the Committee's opinion, the changes are minor. It is Staff's opinion the recommended change is minor.

## PREPARATION

Original signed by C. Ward

**Prepared By**

Chelsea Ward  
Committee of Adjustment Coordinator &  
Secretary-Treasurer  
Planning Division  
(705) 765-3156 ext. 233  
[CWard@muskokalakes.ca](mailto:CWard@muskokalakes.ca)

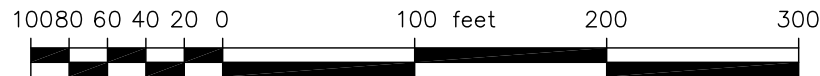
Original signed by S. Stone

**Prepared By**

Steve Stone  
Manager of Planning  
Planning Division  
(705) 765-3156 ext. 235  
[SStone@muskokalakes.ca](mailto:SStone@muskokalakes.ca)

# SKETCH FOR CONSENT APPLICATION PURPOSES

SCALE 1" = 100'



DISTANCES SHOWN ON THIS SKETCH ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048.

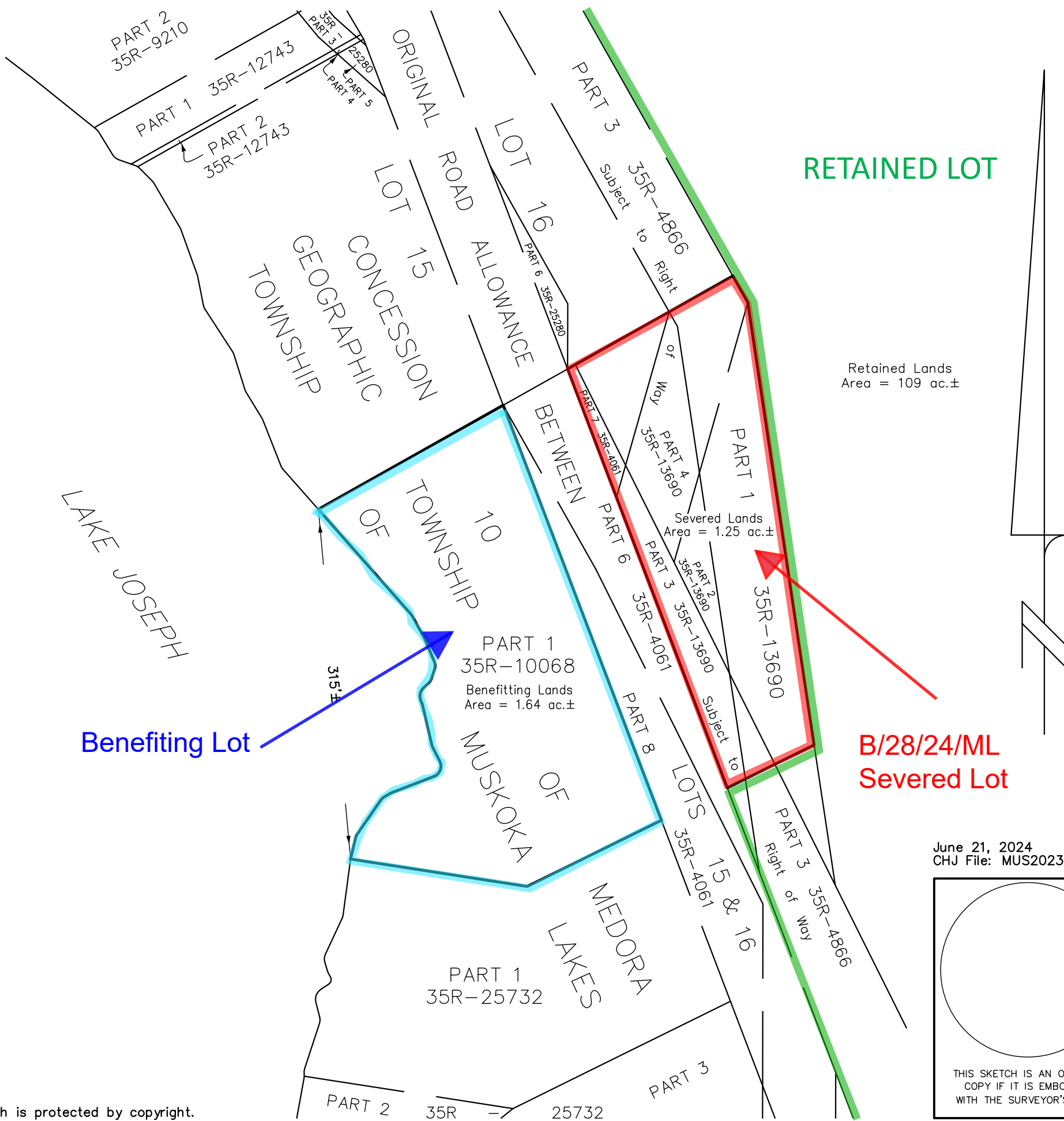
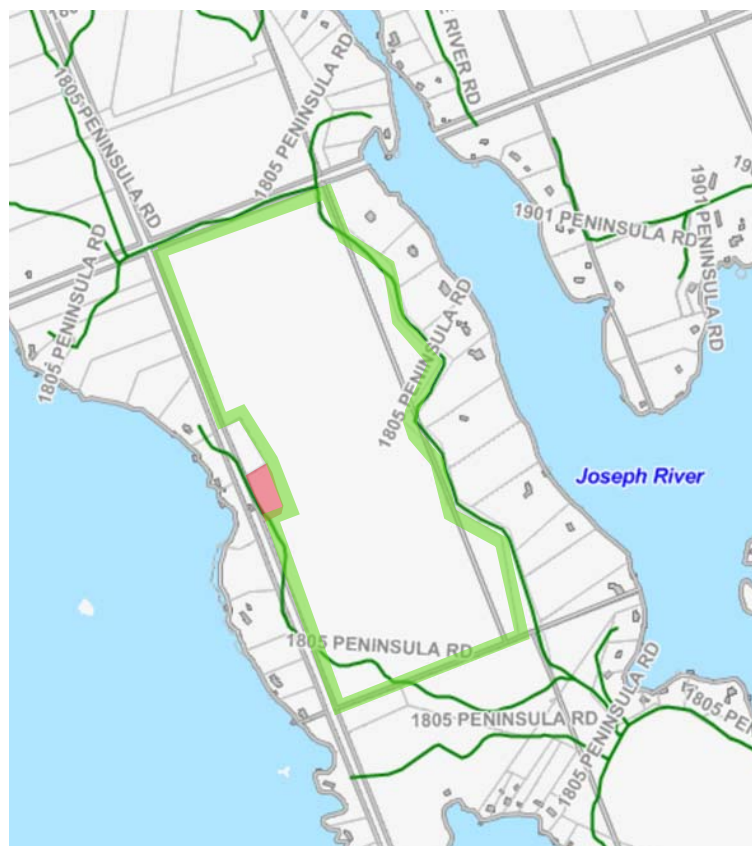
Caution: This is NOT a Plan of Survey and shall not be used except for the purpose indicated in the title block.

Information shown hereon was derived from Plans 35R-4061, 35R-4866, 35R-10068, 35R-12743, 35R-13690, 35R-25280 and 35R-25732.

NOT TO SCALE

## KEY PLAN

SCALE 1" = 14,000



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June 21, 2024  
CHJ File: MUS2023-215

