



THE CORPORATION OF THE  
TOWN OF GEORGINA  
Committee of Adjustment

Monday, March 17, 2025

7:30 PM

Pages

1. ROLL CALL

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of the Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

2. INTRODUCTION OF ADDENDUM ITEM(S)

3. DECLARATION OF PECUNIARY INTEREST

4. EXPLANATION OF HEARING PROCEDURE

5. REQUESTS FOR DEFERRAL OR WITHDRAWAL

6. APPLICATIONS FOR CONSENT

1. CONSENT APPLICATION CON-2025-0001  
371 LAKE DRIVE NORTH

4

1. That the Committee of Adjustment receive Report No. DS-2025-0020 prepared by the Development Planning Division, Development Services Department, dated March 17, 2025 respecting Consent Application CON-2025-0001, submitted by the owners for the property municipally addressed as 371 Lake Drive North, Keswick; and,
2. That in the event no public or Committee concerns are raised at the meeting warranting investigating and a further meeting, Staff recommend the following:
  - a. That the Committee of Adjustment approve Consent Application CON-2025-0001 as it pertains to the property

known as 371 Lake Drive North, Keswick, to sever and convey Severed Lands from Retained Lands, as shown in Attachment 3 to Report No. DS-2025-0020; and,

- b. That the approval of Consent Applications CON-2025-0001 be subject to the following condition(s):
  - i. Submission to the Secretary-Treasurer of two (2) white prints of a deposited reference plan of survey to conform substantially with the applications, as submitted;
  - ii. Submission to the Secretary-Treasurer of draft transfer documents, in duplicate, conveying Severed Land, as indicated on Attachment 3 to Report No. DS-2025-0020;
  - iii. That the Committee Reserve 2.78 persons equivalent of Sanitary Sewer and Water Allocation for the proposed development from Category 5- Willow Beach / Serviced Lakeshore Residential for a period of up to 2 years, and that the 'Reserved' servicing allocation be formally 'Committed' and assigned by the Director of Development Services upon the issuance of the Certificate of Official; and
  - iv. That the 'Reserved' servicing allocation be automatically rescinded in the event that conditions of provisional consent are not fulfilled prior to the two year lapsing date as specified in the Notice of Decision;
  - v. Submission to the Secretary-Treasurer of written confirmation from The Town of Georgina Development Planning Division that Severed Land has been assigned a tentative civic address;
  - vi. Submission to the Secretary-Treasurer of written confirmation from York Region that all matters identified in Attachment 4 to Report No. DS-2025-0020 have been addressed to the Region's satisfaction; and
  - vii. That the above-noted conditions be fulfilled within two (2) years of the date of the Notice of Decision.

## **7. APPLICATIONS FOR MINOR VARIANCE**

- 1. MINOR VARIANCE APPLICATION MV-2025-0003  
5661 LATIMER ROAD  
CONCESSION 5, PART OF LOT 2

21

- 1. That the Committee of Adjustment receive Report No. prepared by the Development Planning Division, Development Services Department, dated March 17, 2025, respecting Minor Variance Application MV-2025-0003, for the property municipally addressed as 5661 Latimer Road; and,



2. That in the event no public or Committee concerns are raised at the meeting warranting investigation and a further meeting, Staff recommend the following:
  - a. That the Committee of Adjustment approve Minor Variance Application MV-2025-0003 to permit relief from the following:
    - i. Section 6.1(i): To permit a maximum lot coverage of 14%, whereas a maximum lot coverage of 10% is permitted;
  - b. That the approval of Minor Variance Application MV-2025-0003 be subject to the following term:
    - i. That the proposed addition be constructed in general conformity with Attachment 2 to Report DS-2025-0019, in accordance with the relief recommended to be approved in Recommendation 2a);
  - c. That the approval of Minor Variance Application MV-2025-0003 be subject to the following conditions:
    - i. Submission to the Secretary-Treasurer of written confirmation from the Ministry of Transportation that all matters identified in Attachment 4 to Report No. DS-2025-0019 have been addressed to the satisfaction of the Ministry;
    - ii. Submission to the Secretary-Treasurer of written confirmation from the Development Engineering Division that all matters identified in Attachment 4 to Report No. DS-2025-0019 have been addressed to the satisfaction of the Division; and
    - iii. That the above-noted conditions be fulfilled within two (2) years of the date of the Notice of Decision.

8. POWER OF SALE/FORECLOSURE/VALIDATION OF TITLE APPLICATIONS

9. MINUTES OF PREVIOUS MEETING

1. March 3, 2025 Meeting Minutes

35

10. COMMUNICATIONS

11. OTHER BUSINESS

12. NEXT MEETING

The next meeting is March 31, 2025.

13. ADJOURNMENT

**THE CORPORATION OF THE TOWN OF GEORGINA**

**REPORT NO. DS-2025-0020**

**FOR THE CONSIDERATION OF  
THE COMMITTEE OF ADJUSTMENT  
March 17, 2025**

**SUBJECT: CONSENT APPLICATION CON-2025-0001  
371 LAKE DRIVE NORTH**

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**1. RECOMMENDATIONS:**

1. That the Committee of Adjustment receive Report No. DS-2025-0020 prepared by the Development Planning Division, Development Services Department, dated March 17, 2025 respecting Consent Application CON-2025-0001, submitted by the owners for the property municipally addressed as 371 Lake Drive North, Keswick; and,
2. That in the event no public or Committee concerns are raised at the meeting warranting investigating and a further meeting, Staff recommend the following:
  - a. That the Committee of Adjustment approve Consent Application CON-2025-0001 as it pertains to the property known as 371 Lake Drive North, Keswick, to sever and convey Severed Lands from Retained Lands, as shown in Attachment 3 to Report No. DS-2025-0020; and,
  - b. That the approval of Consent Applications CON-2025-0001 be subject to the following condition(s):
    - i. Submission to the Secretary-Treasurer of two (2) white prints of a deposited reference plan of survey to conform substantially with the applications, as submitted;
    - ii. Submission to the Secretary-Treasurer of draft transfer documents, in duplicate, conveying Severed Land, as indicated on Attachment 3 to Report No. DS-2025-0020;
    - iii. That the Committee Reserve 2.78 persons equivalent of Sanitary Sewer and Water Allocation for the proposed development from Category 5- Willow Beach / Serviced Lakeshore Residential for a period of up to 2 years, and that the 'Reserved' servicing allocation be formally 'Committed' and assigned by the Director of Development Services upon the issuance of the Certificate of Official; and
    - iv. That the 'Reserved' servicing allocation be automatically rescinded in the event that conditions of provisional consent

are not fulfilled prior to the two year lapsing date as specified in the Notice of Decision;

- v. Submission to the Secretary-Treasurer of written confirmation from The Town of Georgina Development Planning Division that Severed Land has been assigned a tentative civic address;
- vi. Submission to the Secretary-Treasurer of written confirmation from York Region that all matters identified in Attachment 4 to Report No. DS-2025-0020 have been addressed to the Region's satisfaction; and
- vii. That the above-noted conditions be fulfilled within two (2) years of the date of the Notice of Decision.

## **2. PURPOSE:**

The purpose of this report is to provide Staff's analysis and to outline comments received with respect to Consent applications CON-2025-0001, submitted by the owners for the property known as 371 Lake Drive North.

## **3. BACKGROUND:**

Property Description: (refer to Attachments 1 to 3)  
371 Lake Drive North  
Part of Lot 20, Concession 2 (N.G.)  
Roll No.: 976-620

### **3.1 PROPOSAL:**

The Applicant has applied for a consent to divide the subject property into two (2) separately conveyable parcels, as shown on Attachment 3. Severed Lands would have frontage on Metro Road, and Retained Lands would have frontage on Lake Drive North. Both of these streets are open and assumed public roads.

The created lot (Severed Land) is proposed to eventually be developed with a single detached dwelling. Retained Lands will retain its existing single detached dwelling.

The proposed consent plan is included as Attachment 3.

### **3.2 SUBJECT PROPERTY AND SURROUNDING AREA:**

The subject property is a through lot located in Keswick, South of Boyers Road. A summary of the property characteristics is below:

<b>Municipal Address</b>	371 Lake Drive North
<b>Zoning</b>	Residential (R) Zone
<b>Official Plan / Secondary Plan Land Use Designation</b>	Existing Neighbourhood (Keswick Secondary Plan)

<b>Regional Official Plan Land Use Designation</b>	Community Area
<b>Existing Structures</b>	Single Detached Dwelling and Accessory Structure
<b>Proposed Structures</b>	None
<b>Heritage Status</b>	Neither listed nor designated
<b>Regulated by LSRCA</b>	No

The subject property is located within the community of Keswick. It has a frontage of approximately 30.73 metres and a lot area of approximately 3,042 square metres. There is a single detached dwelling, and accessory structures located on the property.

The surrounding land uses are generally described as follows:

North: low-density residential uses;  
 East: low-density residential uses;  
 South: low-density residential uses;  
 West: low-density residential uses.

#### **4. PUBLIC CIRCULATION AND NOTICE REQUIREMENTS:**

##### **4.1 PUBLIC CIRCULATION**

As per the *Planning Act*, Notices of Hearing were sent by mail on February 25, 2025, to all landowners within 60 metres of the subject property. As of this report's writing, no comments from members of the public have been received.

##### **4.2 EXTERNAL AGENCY AND TOWN DEPARTMENT COMMENTS:**

Town departments and external agencies have been circulated for comments.

York Region has indicated no objection to the applications and required several conditions related to a road widening measuring 15 metres from the centre line of Metro Road being provided, servicing allocation, driveway access and requires a Phase One Environmental Site Assessment (See Attachment 4 for further details).

The Development Engineering Division has indicated no objection to the application and advises the applicant that prior to the issuance of a building permit, the applicant/owner shall provide a Lateral Application with initial payment of \$15,000 along with a professionally engineered site servicing plan indicating the existing and proposed water and sanitary lateral locations and inverts of the same.

The Development Engineering Division also advises the applicant / owners that a detailed lot grading and drainage plan including existing and proposed entrance prepared by a Professional Engineer or Ontario Land Surveyor will be required prior

to the issuance of a building permit and that the applicant / owner shall apply for an Entrance Permit through the applicable road authority.

The following internal departments and external agencies have indicated no concerns:

- Building Division
- Plumbing / Building Inspector – Building Division
- Enbridge Gas
- Ministry of Transportation
- Municipal Law Enforcement Division
- Tax and Revenue Division
- Georgina Fire Department

## **5. ANALYSIS:**

### 5.1 Provincial Planning Statement (PPS) (2024), Greenbelt Plan (GBP) (2017), and Lake Simcoe Protection Plan (LSPP) (2009)

The subject property is located in Keswick, a defined 'Settlement Area' under the Provincial Planning Statement, Greenbelt Plan, and the Lake Simcoe Protection Plan. Lot line adjustments and lot creation are permitted in Settlement Areas, provided that the overall economic, social, environmental and infrastructure policies of the aforementioned Provincial Plans are met.

Staff have reviewed the proposal against the above-noted Provincial Plans and are of the opinion that the proposal is consistent with the Provincial Planning Statement and conforms to the Provincial Greenbelt Plan, and Lake Simcoe Protection Plan. It is also noted that the Lake Simcoe Region Conservation Authority (LSRCA) did not raise any concerns with the proposal.

### 5.2 York Region Official Plan (YROP) (2022)

The subject property is designated 'Community Area' on Map 1a of the York Region Official Plan (YROP). Staff have reviewed the subject Consent applications against the document. Section 4.2.4 of the YROP states that municipalities will provide a balance of residential uses. Pursuant to Section 70.13 (2) of the *Planning Act* (as amended by Bill 23), the relevant policies of the YROP are deemed to constitute part of the Town of Georgina Official Plan until the Town either revokes or amends them to provide otherwise. In this regard, it is anticipated that the relevant policies of the YROP will be incorporated into the Town's Official Plan as part of a future comprehensive update. Staff have reviewed the proposal against the above-noted Regional Plan and are of the opinion that the proposal is consistent with the YROP.

### 5.3 Keswick Secondary Plan

The Keswick Secondary Plan (KSP) provides more specific policies that direct how development occurs within the Keswick Settlement Area.

The subject property is designated 'Existing Residential' on Schedule 'B' to the KSP.

Section 13.1.8.4.2 (b) specifies that Consents may be permitted for such reasons as the creation of a new lot, lot boundary adjustments, right-of-way, easements, or to convey additional lands to an abutting lot, provided an undersize lot is not created.

Section 13.1.8.4.2 (e) of the KSP also specified eight tests that specify Consents shall only be granted where:

*i. It is clearly not in the public interest that a plan of subdivision be registered;*

A plan of subdivision is not required for orderly development as only one (1) additional lot is proposed.

*ii. The lot can be adequately serviced by roads, municipal sanitary sewage disposal, municipal water supply, and storm drainage facilities;*

The proposed lot has access to full municipal sanitary services, storm ditches, and frontage on a public-assumed road.

*iii. No extension, improvement or assumption of municipal services is required;*

The Severed Land and Retained Land have access to full municipal water and sanitary services.

*iv. The lot will have adequate frontage on an open and assumed public road, and access will not result in traffic hazards;*

Both the Severed and Retained Lands front on existing public roads: Metro Road and Lake Drive North, respectively. No extension or expansion of the road is required, and it is not anticipated that the access will result in traffic hazards.

*v. The lot will not restrict the ultimate development of adjacent lands;*

As the neighbouring lands are already developed with single detached dwellings, it is not anticipated the lot will restrict the ultimate development of adjacent lands.

*vi. The size and shape of the lot conforms to the Zoning By-law, and is appropriate for the use proposed and is compatible with adjacent lots;*

Both the severed and retained lots are zoned Residential (R) Zone. The proposed use for the proposed lot, a single detached dwelling, is a permitted use in the Residential (R) zone.

Refer to Table 2 below for a summary of the proposed lot characteristics.

**Table 1 – Lot Frontage, Depth and Area Summary**

	<b>Frontage (m)</b>	<b>Depth (m)</b>	<b>Lot Area (m2)</b>
<b>Severed Land</b>	30.02	30.48	985
<b>Retained Land</b>	30.73	63.15	2057

The R zone permits a minimum lot frontage of 30.0 metres and a minimum lot area of 4,000 square metres. While the severance does not comply with the minimum lot frontage and lot area requirements for the R zone, Section 6 of Zoning By-law 500, as amended, does permit lesser lot areas and frontages for lots created by consent. Staff also note that the surrounding neighbourhood consists of lots with a variety of lot frontages areas. Staff are of the opinion that Severed and Retained Land have appropriate frontages and lot areas to permit single detached dwellings. Additionally, staff note that the proposed rear line aligns with the neighbouring properties' approved rear lot line to the North (refer to Consent application B18/23). Staff are of the opinion that Severed Land and Retained Land would be of adequate size for the existing and potential future single detached dwellings.

*vii. The consent complies with all relevant policies/provisions of this Secondary Plan;*

Staff are of the opinion that the Consent application complies with all relevant provisions of the Keswick Secondary Plan.

*viii. The area's natural features, values or ecological processes are not negatively affected.*

The proposed severed and retained lands do not contain any significant natural features, values or ecological processes.

*d) Lot creation will not be permitted within natural hazard areas (such as floodplains, erosion hazards, area of unstable soils, and/or steep slopes).*

The proposed development is not located within natural hazard areas.

Given the above, Staff believe that the proposal meets the relevant policies of Provincial and Regional policies, as well as the Town's Official Plan and Zoning By-law.

## **6. CONCLUSION:**

Staff are of the opinion that Consent application CON-2025-0001 is consistent with the relevant Provincial, Regional and Town planning policies and complies with the criteria under Section 51(24) of the *Planning Act*.

Staff recommend that Consent application CON-2025-0001 be approved, subject to the recommended conditions.

**APPROVAL**

Prepared By:                      Monika Sadler  
Planner I

Approved By:                     Jeff Healey, MCIP, RPP  
Supervisor of Development Planning

***Attachments:***

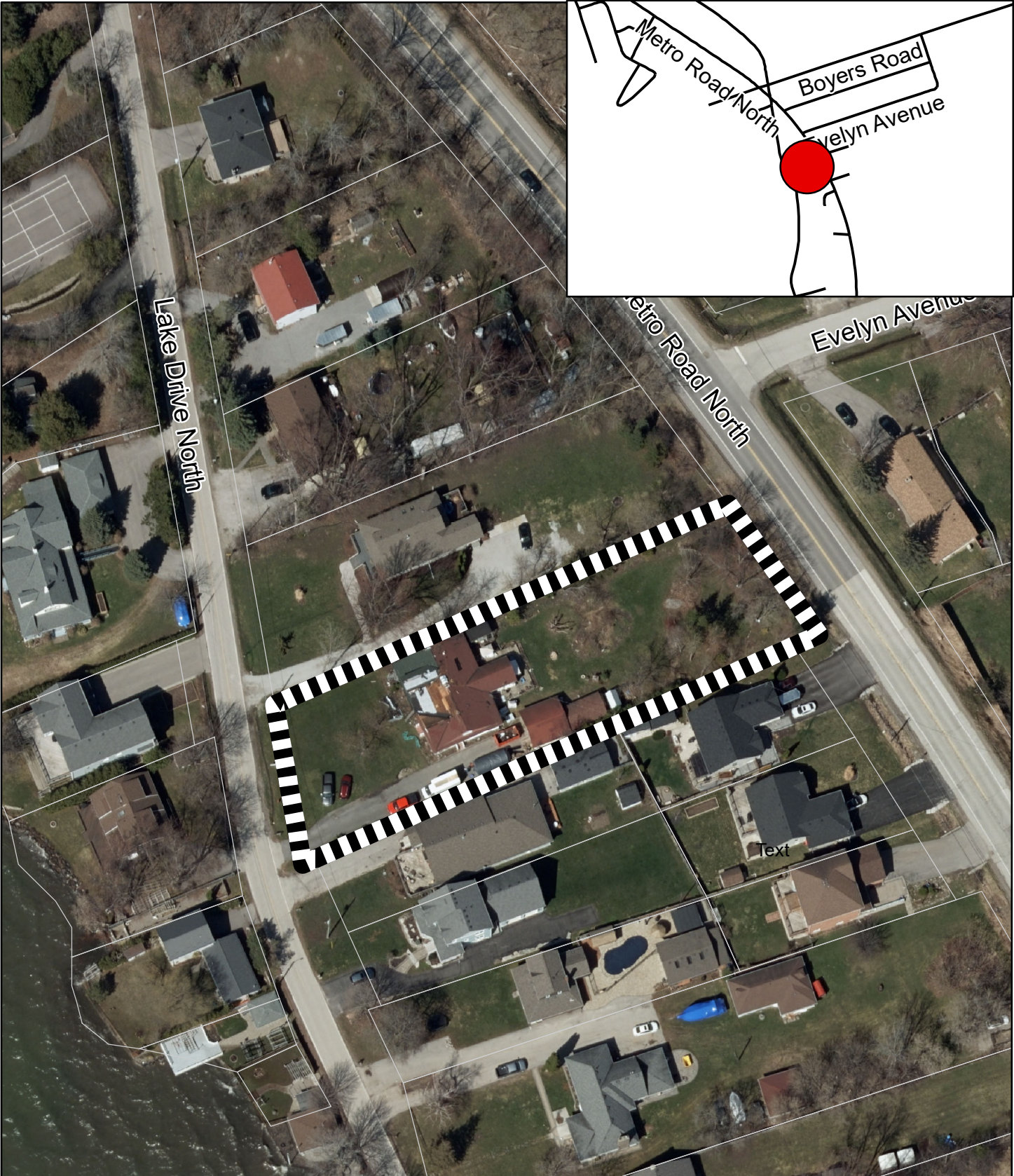
*Attachment 1 – Location Map*

*Attachment 2 – Site Photos*

*Attachment 3 – Site Sketch*

*Attachment 4 – Comments*

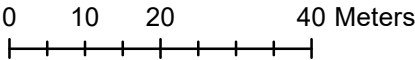




**LOCATION MAP**



**SUBJECT LAND**





# Site Photos

371 Lake Dr N  
Facing East



371 Lake Dr N  
Facing North





371 Lake Dr N  
Facing East



371 Lake Dr N  
Facing East





371 Lake Dr N  
Facing West



371 Lake Dr N  
Facing South West









**York Region Comments – CONS.25.G.0016**  
(CONS-2025-001/371 Lake Drive North)

We understand the purpose of this the above-noted application is to sever and convey a parcel of land to create one new residential lot with a proposed access on Metro Road North. The subject lands are municipally known as 371 Lake Drive North and are located on the east side of Metro Road North, south of Boyes Road, within the Town of Georgina

**Infrastructure Asset Management (IAM) Comments:**

IAM has reviewed the consent to sever application to facilitate a new residential lot for one single- detached dwelling, for a total of 2 residential lots. It is IAM's understanding the new lot will be serviced by local municipal water and wastewater infrastructure. IAM has no objection to the approval of this application, subject to the condition below.

**Development Engineering Comments:**

Metro Road North is a Regional Road. The Region will require a road widening along the frontage of Metro Road North to provide for a right-of-way width of 15 meters measured from the existing centerline of construction of Metro Road North. A Phase 1 ESA and 65R-Plan are required. The driveway will require York Region approval when the applicant is ready to move forward.

The Region has no objection to the consent application subject to the following conditions being satisfied:

1. Prior to final approval, the Town of Georgina must provide confirmation that adequate water supply and sewage capacity have been allocated for the proposed new lot.
2. The Owner shall provide a basic 30 metre right-of-way for this section of Metro Road North. As such, all municipal setbacks shall be referenced from a point 15 metres from the centreline of construction of Metro Road North and any additional lands required for turn lanes at intersections will be conveyed to York Region for public highway purposes, free of all costs and encumbrances, to the satisfaction of York Region Solicitor.

3. The Owner shall arrange for the preparation, review and deposit on title of a 65R plan, describing the lands identified below, to the satisfaction of the Region. The reference plan shall identify all the lands to be conveyed to the Region:
  - a. A basic 30 metre right-of-way for this section of Metro Road North. As such all municipal setbacks shall be referenced from a point 15 metres from the centerline of construction of Metro Road North.
4. The Owner shall convey the lands identified in the R Plan, pursuant to Condition 3, to the Region, for the purpose of road widenings and easements, free of all costs and encumbrances, to the satisfaction of the Regional solicitor.
5. The Owner shall provide a solicitor's certificate of title in a form satisfactory to the Regional Solicitor, at no cost to the Region, with respect to the conveyance of these lands to the Region.
6. Notwithstanding any lands that may have previously been expropriated by the Region, the Owner shall convey sufficient property to the Region for public highway purposes along the full frontage of the site(s) where it abuts Ninth Line to provide a 30 metre(s) right-of-way free of all cost and encumbrances. Conveyance of sufficient property shall be referenced from a point 15 metre(s) from the centerline of construction of Ninth Line.

Alternatively, the Owner shall submit documentation to the Region confirming that the existing streetline represents sufficient right-of-way as required by the Region Official Plan.

7. The Region requires the Owner submit a Phase One Environmental Site Assessment ("ESA") in general accordance with the requirements of the *Environmental Protection Act* and O. Reg. 153/04 Records of Site Condition, as amended ("O. Reg. 153/04"). The Phase One ESA must be for the Owner's property that is the subject of the application and include the lands to be conveyed to the Region (the "Conveyance Lands"). The Phase One ESA cannot be more than two (2) years old at: (a) the date of submission to the Region; and (b) the date title to the Conveyance Lands is transferred to the Region. If the originally submitted Phase One ESA is or would be more than two (2) years old at the actual date title of the Conveyance Lands is transferred to the Region, the Phase One ESA will need to be either updated or a new Phase One ESA submitted by the Owner. Any update or new Phase One ESA must be prepared to the satisfaction of the Region and in general accordance with the requirements of O. Reg. 153/04. The Region, at its discretion, may require further study, investigation, assessment, delineation and preparation of reports to determine whether any action is required regardless of the findings or conclusions of the submitted Phase One ESA. The further study, investigation, assessment, delineation and subsequent reports or documentation must be prepared to the satisfaction of the Region and in general accordance with the requirements of O. Reg. 153/04. Reliance on the Phase One ESA and any subsequent reports or

documentation must be provided to the Region in the Region's standard format and/or contain terms and conditions satisfactory to the Region.

The Region requires a certified written statement from the Owner that, as of the date title to the Conveyance Lands is transferred to the Region: (i) there are no contaminants of concern, within the meaning of O. Reg. 153/04, which are present at, in, on, or under the property, or emanating or migrating from the property to the Conveyance Lands at levels that exceed the MOECC full depth site condition standards applicable to the property; (ii) no pollutant, waste of any nature, hazardous substance, toxic substance, dangerous goods, or other substance or material defined or regulated under applicable environmental laws is present at, in, on or under the Conveyance Lands; and (iii) there are no underground or aboveground tanks, related piping, equipment and appurtenances located at, in, on or under the Conveyance Lands.

8. The Owner shall be responsible for all costs associated with the preparation and delivery of the Phase One ESA, any subsequent environmental work, reports or other documentation, reliance, and the Owner's certified written statement.
9. This application is subject to York Region's development applications processing fees as identified in By-law No. 2020-04. The review fee for Consent to Sever is \$1,300 + \$200 for each additional lot. The Review and approval of the Environmental Site Assessment Report fee is \$2,000. All payments shall be in the form of a cheque and made payable to "The Regional Municipality of York" and forwarded to Community Planning + Development Services. Development application fees are subject to annual adjustments and increases. Any unpaid fees, regardless of the year the application is submitted, will be subject to current fee requirements.
10. Regional approval will be required for the access driveway on Metro Road North.
11. Prior to final approval, the Planning and Economic Development Branch shall certify that Conditions 1-10 have been met to its satisfaction.

Please be advised the comments/conditions above are based upon the information provided as part of this application request. Should the scope of the proposal change and/or should it be determined that additional approvals are required under the *Planning Act*, our comments and requirements may be subject to change.

#### **York Region Remains a Commenting Agency**

Upon York Region becoming an upper-tier municipality without planning responsibilities, please note that the technical comments and conditions will continue to remain relevant. All technical matters must be addressed to the satisfaction of York Region.

Moving forward please continue to circulate all applications that we currently receive by addressing the circulation to [developmentservices@york.ca](mailto:developmentservices@york.ca). The Region will continue to



provide technical review and comments and conditions on matters of Regional interest, such as transportation, wellhead protection and water/wastewater.

Should this application be approved, we request a copy of the Notice of Decision, approved plan and conditions of approval be emailed to [developmentsservices@york.ca](mailto:developmentsservices@york.ca).

Best  
Gabrielle

**Gabrielle Hurst** | Associate Planner | [Community Planning & Development Services](#) | [Development Planning](#) | [Planning & Economic Development](#) | [Corporate Services Department](#)

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O: 1-877-464-9675 ext. 71538 | [Gabrielle.Hurst@york.ca](mailto:Gabrielle.Hurst@york.ca) | [www.york.ca/DevelopmentServices](http://www.york.ca/DevelopmentServices)

**To:** Brianna Raines, Secretary Treasurer - Committee of Adjustments

**From:** Michelle Gunn, Development Engineering Clerk

**cc:** Mike Iampietro, Manager, Development Engineering  
Cory Repath, Sr. Development Inspector  
Vikum Wegiriya, Jr. Development Technologist  
Matthew DeLuca, Jr. Development Inspector  
Laura Taylor, Operations Administrative Assistant

**Date:** March 4<sup>th</sup>, 2025

**Re:** CONSENT CON-2025-0001  
371 Lake Drive North  
PART LOT 20 CONCESSION 2 NORTH GWILLIMBURY  
AS IN R667577 (FIRSTLY); GEORGINA  
ROLL NO.: 979-620

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The Development Engineering Division has the following **comment(s)** for Consent Application No. CON-2025-0001:

1. The Owner is advised that, prior to the issuance of a building permit for development on Subject Land 'A', the applicant/owner shall provide a Lateral Application with initial payment of \$15,000 along with a Professionally Engineered Site Servicing Plan indicating the existing and proposed water and sanitary lateral locations and inverts of same.
2. The applicant/owner shall provide a detailed lot grading and drainage plan including existing and proposed entrance prepared by a Professional Engineer or Ontario Land Surveyor skilled and competent in such works and all in accordance with the requirements of Part 4 of By-law 2022-0038 (REG-1), as amended. The plan shall show existing conditions including grade elevations of the entire lot, to the satisfaction of the Town's Development Engineering Division.
  - A Professional Engineer is required to prepare drainage plans that contain any LID's (soakaway pit, infiltration gallery, French drain, etc.). Please contact the Development Engineering Division for any questions or concerns.
3. The applicant/owner shall apply for an Entrance Permit through the applicable road authority.

**THE CORPORATION OF THE TOWN OF GEORGINA**

**REPORT NO. DS-2025-0019**

**FOR THE CONSIDERATION OF  
COMMITTEE OF ADJUSTMENT**

**March 17, 2025**

**SUBJECT: MINOR VARIANCE APPLICATION MV-2025-0003**

**5661 LATIMER ROAD**

**CONCESSION 5, PART OF LOT 2**

---

**1. RECOMMENDATIONS:**

- 1) That the Committee of Adjustment receive Report No. DS-2025-0019 prepared by the Development Planning Division, Development Services Department, dated March 17, 2025, respecting Minor Variance Application MV-2025-0003, for the property municipally addressed as 5661 Latimer Road; and,
- 2) That in the event no public or Committee concerns are raised at the meeting warranting investigation and a further meeting, Staff recommend the following:
  - a) That the Committee of Adjustment approve Minor Variance Application MV-2025-0003 to permit relief from the following:
    - i) Section 6.1(i): To permit a maximum lot coverage of 14%, whereas a maximum lot coverage of 10% is permitted;
  - b) That the approval of Minor Variance Application MV-2025-0003 be subject to the following term:
    - i) That the proposed addition be constructed in general conformity with Attachment 2 to Report DS-2025-0019, in accordance with the relief recommended to be approved in Recommendation 2a);
  - c) That the approval of Minor Variance Application MV-2025-0003 be subject to the following conditions:
    - i) Submission to the Secretary-Treasurer of written confirmation from the Ministry of Transportation that all matters identified in Attachment 4 to Report No. DS-2025-0019 have been addressed to the satisfaction of the Ministry;
    - ii) Submission to the Secretary-Treasurer of written confirmation from the Development Engineering Division that all matters identified in

**Attachment 4 to Report No. DS-2025-0019 have been addressed to the satisfaction of the Division; and**

**iii) That the above-noted conditions be fulfilled within two (2) years of the date of the Notice of Decision.**

## **2. PURPOSE:**

The purpose of this report is to provide Staff's analysis concerning Minor Variance Application MV-2025-0003, for the property located at 5661 Latimer Road, regarding the construction of an addition to the existing dwelling.

## **3. BACKGROUND:**

Property Description: (refer to Attachments 1 to 3)  
5661 Latimer Road  
Concession 5, Part of Lot 2  
Roll #: 030-320

### **PROPOSAL**

The owner of the subject property is proposing to construct a side addition to the existing single detached dwelling to accommodate an additional dwelling unit.

A Minor Variance application has been submitted concerning the proposal, requesting the following relief:

- i) Section 6.1(i): To permit a maximum lot coverage of 14%, whereas a maximum lot coverage of 10% is permitted.

A Site Sketch and building plans showing the proposal and the requested relief are included as Attachment 2.

### **3.1 SUBJECT PROPERTY AND THE SURROUNDING AREA:**

The subject property is located at 5661 Latimer Road. A summary of the characteristics of the property is as follows:

<b>General Property Information</b>	
<b>Municipal Address</b>	5661 Latimer Road
<b>Zoning By-law 500</b>	Rural (RU) Zone
<b>Zoning By-law 600</b>	Agricultural Protection (AP) Zone
<b>Frontage</b>	67.06 Metres
<b>Area</b>	4087.76 Square Metres
<b>Official Plan /</b>	Agricultural Protection Area

Secondary Plan Land Use Designation		
Regional Official Plan Land Use Designation	Agricultural Area	
Related Applications	None	
Land Use and Environmental Considerations		
Existing Structures	Single Detached Dwelling and two sheds	
Proposed Structures	Addition to the single detached dwelling	
Heritage Status	Neither listed nor designated	
Regulated by LSRCA	No	
Key Natural Heritage Features	None	
Natural Hazards	None	
Servicing		
	Existing	Proposed
Water	Private	Private
Sanitary	Private	Private
Access	Existing driveway	Existing driveway

#### 4. **PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:**

##### 4.1 **PUBLIC CIRCULATION**

In accordance with the provisions of the *Planning Act*, the Notice of Hearing for the subject application was sent by mail on February 25, 2025, to all landowners within 60.0 metres of the subject property.

As of the date of writing this report, Town Staff have not received any submissions from the general public.

##### 4.2 **EXTERNAL AGENCY AND TOWN DEPARTMENT COMMENTS**

All Town department and external agency comments for Minor Variance Application MV-2025-0003 are outlined below.

The Ministry of Transportation (MTO) has indicated no objections and has advised the Applicant that the site is within the MTO permit control area; therefore, as a condition of the minor variance, the additional dwelling will require an MTO building and land use permit (Attachment 4).

The Development Engineer Division has indicated no objections and requires, as a condition of the minor variance, that the applicant / owner provide a detailed grading and drainage plan, including existing and proposed entrances, prepared by a Professional Engineer or an Ontario Land Surveyor (Attachment 4).

The following Town departments / divisions and external agencies have indicated no objections to the Minor Variance:

- Building Division
- Plumbing / Building Inspector
- Georgina Fire Department
- Municipal Law Enforcement Division
- Tax and Revenue
- York Region

A number of external agencies and Town departments / divisions have not provided comments.

## 5. **ANALYSIS:**

The following evaluation of Minor Variance Application MV-2025-0003 is based on the four (4) prescribed tests as set out in Section 45(1) of the *Planning Act*:

### *i. Is the general intent and purpose of the Official Plan maintained? – Yes*

The subject property is designated Agricultural Protection Area in the Official Plan. Single detached dwellings and accessory buildings, structures and uses thereto are permitted in this designation.

Staff are of the opinion that the proposal maintains the general intent and purpose of the Official Plan.

### *ii. Is the general intent and purpose of the Zoning By-law maintained? – Yes*

The subject property is zoned Rural (RU) Zone on Map 1 of Schedule 'A' to Zoning By-law No. 500, as amended. Single-detached dwelling and accessory structures are permitted in the RU zone.

Zoning By-law 600 is an update to Zoning By-law 500 for the countryside area. This by-law is currently under appeal before the OLT. Should the Tribunal issue a decision approving Zoning By-law 600, it would come into force and effect as of the date of passing by Council. The Subject Property is zoned Agricultural Protection (AP) Zone on Schedule 13 of Zoning By-law 600, as amended. Single detached dwellings and accessory buildings, structures and uses thereto are permitted in the AP zone.

The proposed variance is only seeking relief from Zoning By-law 500 for lot coverage.

#### **a. Lot Coverage**

Section 6.1 (i) of Zoning By-law No. 500, as amended, permits a maximum lot coverage of 10% for lots 4,000 square metres or greater. The Applicant has requested relief to allow a maximum lot coverage of 14%.

The intent of lot coverage requirements is to ensure consistency and compatibility with the surrounding lots with respect to overall massing and to ensure sufficient open space.

Staff note that if the subject property is to be zoned Agricultural Protection (AP) Zone in Zoning By-law 600, as amended. The AP zone allows for a maximum lot coverage of 20%. The requested relief is less than what is permitted in the Zoning By-law 600, which means that it would not require a variance. The applicant wishes to proceed with building the addition and does not wish to wait for Zoning By-law 600 to come into force and effect.

Staff are of the opinion that the requested relief maintains the general intent and purpose of the Zoning By-law 500, as amended.

*iii) Is the Minor Variance desirable for the appropriate development of the property or use of land, building or structure? – Yes*

The proposed addition is in keeping with the existing physical character of the neighbourhood, as the area generally consists of various lot sizes with single detached dwellings and accessory structures.

Staff are satisfied that the proposal is desirable for the appropriate development of the subject land and surrounding neighbourhood.

*iv) Is the relief sought minor in nature? – Yes*

In considering whether the relief sought is minor, Staff note that this test is not simply a question of numerical value. The principal consideration is that of the potential impact the variance may have, and whether those impacts are minor or acceptable. In light of the above evaluation of the application, Staff are of the opinion that the requested variance is minor in nature.

## **6. CONCLUSION:**

Subject to the recommendations by Staff in Section 1 of this report, Staff are of the opinion that Minor Variance Application MV-2025-0003, as it pertains to the proposed addition, meets the four (4) prescribed tests as set out in Section 45(1) of the Planning Act, R.S.O. 1990 and represents good planning.

## **APPROVALS:**

Prepared by:

Monika Sadler  
Planner I

Approved By:

Jeff Healey, MCIP, RPP  
Supervisor of Development Planning

***Attachments:***

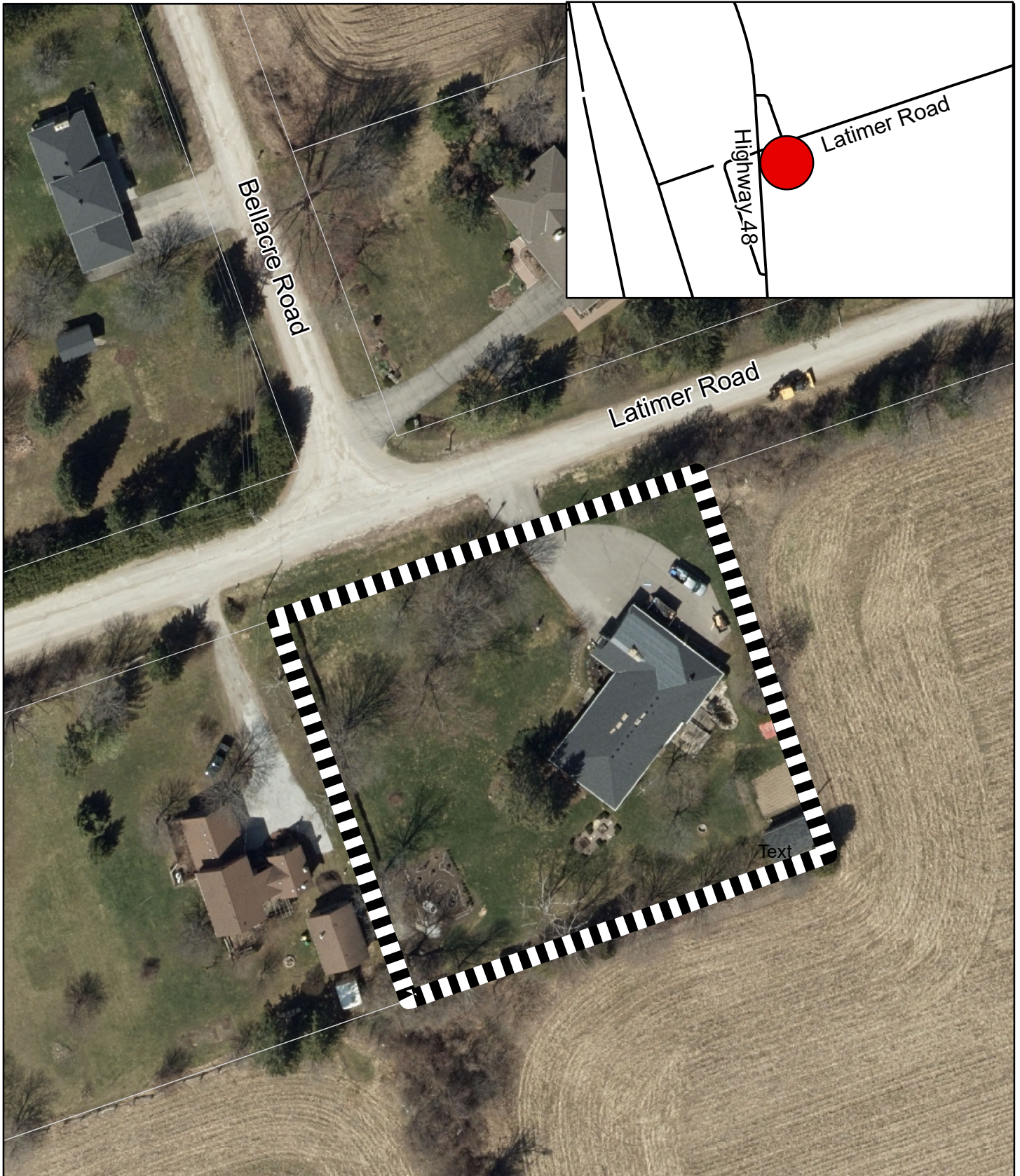
*Attachment 1 – Location Map*

*Attachment 2 – Site Plan*

*Attachment 3 – Site Photos*

*Attachment 4 – Consolidated Comments Chart*





## LOCATION MAP

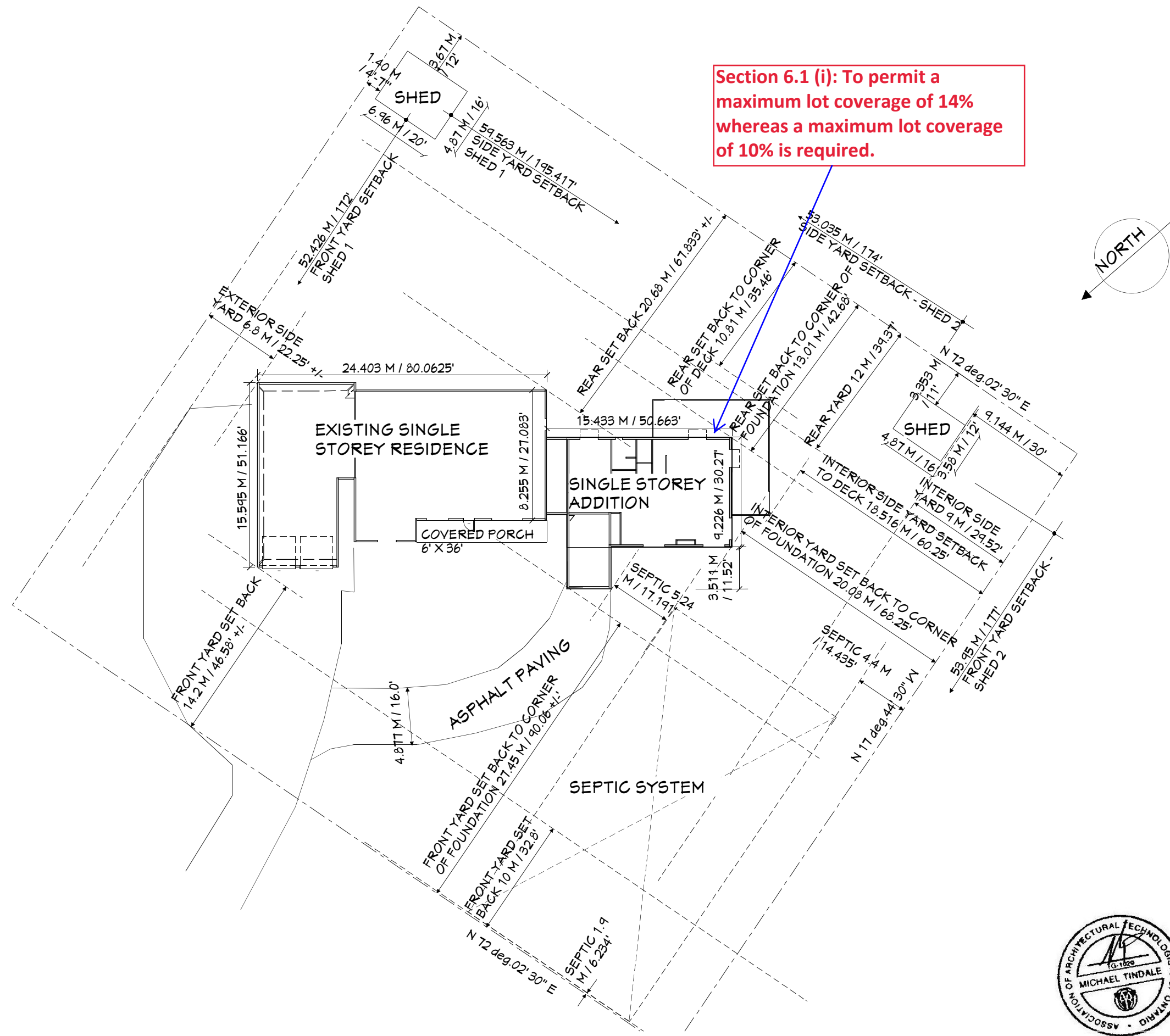


**SUBJECT LAND**

0 5 10 20 Meters  
|-----|







Attachment 2  
MV-2025-0003 5661 Latimer Rd  
Page 1 of 1

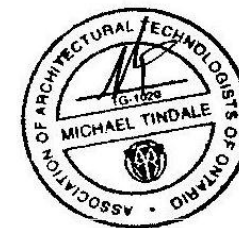
4047 POLLOCK ROAD, SUTTON, ON L0E 1R0 FIRM BCI 30240  
905 722-4183 C (905) 717-7055 FAX (905) 722-8121 INDV. BCIN 24245

REV.	DATE	DESCRIPTION
4	2025-01-22	REV. 3 - MINOR VARIANCE
3	2024-12-18	REV. 2 - ZONING
2	2024-11-02	REV. 1 - ISSUED FOR PERMIT
1	2024-09-30	ISSUED FOR PERMIT

PROJECT: ADDITION TO  
**CRONSBERRY RESIDENCE**  
FOR SHONA CRONSBERRY  
5661 LATIMER ROAD, GEORGINA, ON

TITLE: SITE ORIENTATION PLAN

PROJ. No.: 2024-01		SCALE: 1 : 350	
DWN BY: MT	DATE: AUGUST 2024	DWG. No.: A 1	





# Site Photos

566 Latimer Road  
Facing South



5661 Latimer Road  
Facing South





5661 Latimer Road  
Facing West

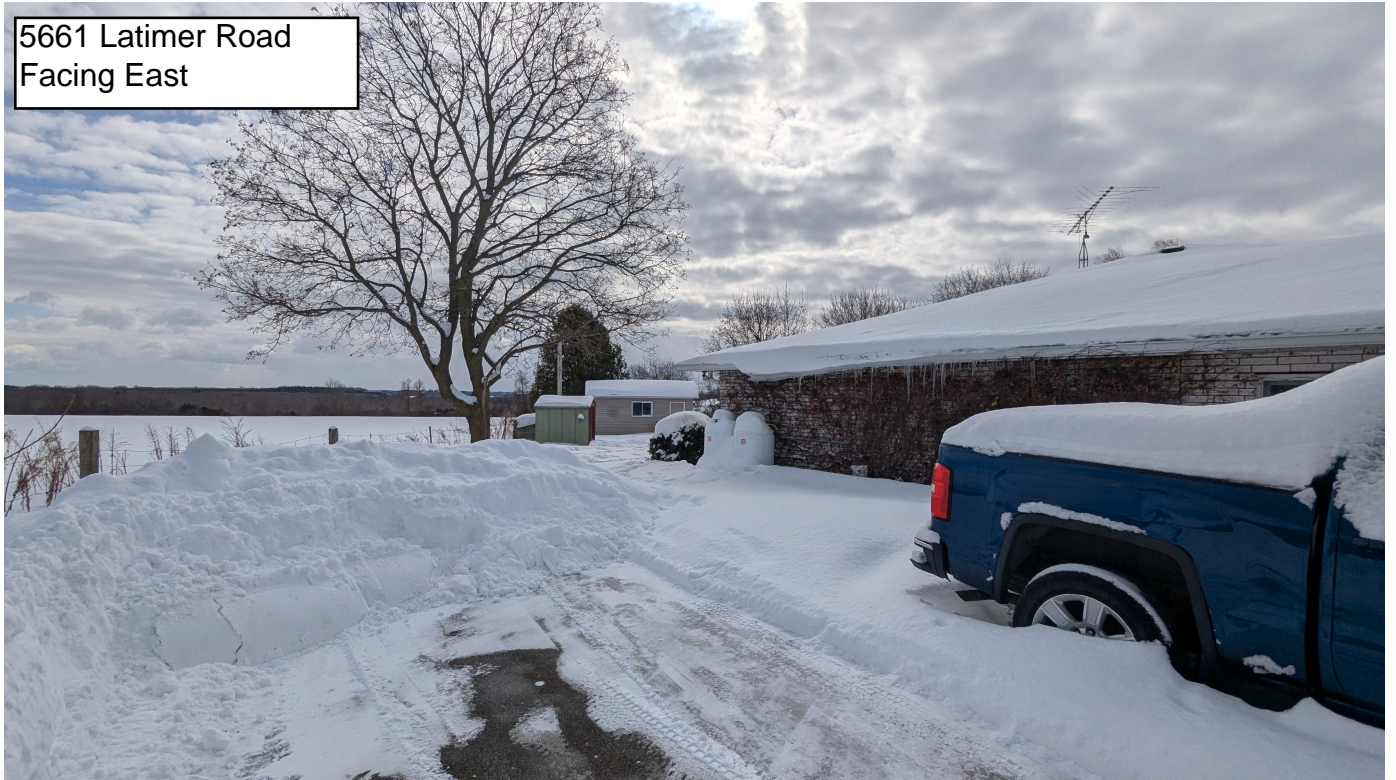


5661 Latimer Road  
Facing West





5661 Latimer Road  
Facing East



Department/Agency	Date Received	Response:
Building Division	March 3, 2025	No Concerns
Building/Plumbing Inspector	February 13, 2025	No Objection. -Septic will need to be increased in size -Application for a new septic has been made.
Clerks Division		
Community Services		
Development Engineering	March 4, 2025	See attached
Economic Development		
Georgina Fire Department	February 13, 2025	No Objections
Municipal Law	February 19, 2025	No comments
Operations & Infrastructure		
Tax & Revenue	February 12, 2025	No tax concerns
Bell Canada		
Bell Canada		
Canada Post Corporation (CPC)		
Chippewas of Georgina		
C.N. Business Development & Real Estate		
Enbridge Gas		
Hydro One		
Lake Simcoe Region Conservation Authority (LSRCA)	February 12, 2025	Not regulated, no review
Ministry of the Environment		
Ministry of Health and Long-term Care		
Ministry of Municipal Affairs & Housing		
Ministry of Transportation	February 12, 2025	Site is within MTO permit control area. Additional dwelling will require MTO building and land use permit.
Monavenir Catholic School Board		
MPAC		
Ontario Power Generation		

Rogers		
Southlake Regional Health Centre		
York Catholic Separate District School Board		
York Region - Community Planning & Development Services	February 13, 2025	No comments
York Region District School Board		
York Regional Police		

**To:** Brianna Raines, Secretary Treasurer - Committee of Adjustments

**From:** Michelle Gunn, Development Engineering Clerk

**cc:** Mike Iampietro, Manager, Development Engineering  
Cory Repath, Sr. Development Inspector  
Vikum Wegiriya, Jr. Development Technologist  
Matthew DeLuca, Jr. Development Inspector  
Laura Taylor, Operations Administrative Assistant

**Date:** March 3<sup>rd</sup>, 2025

**Re:** MINOR VARIANCE MV-2025-0003  
5661 Latimer Road  
CONCESSION 5 PART LOT 2  
ROLL NO.: 030-320

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The Development Engineering Division has the following **condition(s)** for Minor Variance Application No. MV-2025-0003:

1. The applicant/owner shall provide a detailed lot grading and drainage plan including existing and proposed entrance prepared by a Professional Engineer or Ontario Land Surveyor skilled and competent in such works and all in accordance with the requirements of Part 4 of By-law 2022-0038 (REG-1), as amended. The plan shall show existing conditions including grade elevations of the entire lot, to the satisfaction of the Town's Development Engineering Division.
  - A Professional Engineer is required to prepare drainage plans that contain any LID's (soakaway pit, infiltration gallery, French drain, etc.). Please contact the Development Engineering Division for any questions or concerns.





**THE CORPORATION OF THE  
TOWN OF GEORGINA  
Committee of Adjustment Minutes**

Date: Monday, March 3, 2025  
Time: 7:30 PM

Members of  
Committee Present:

John Rogers, Chair  
Karen Whitney  
Lynda Rogers  
Joseph Bonello

Members of  
Committee Absent:

Chris Burns

Staff Present:

Jeff Healey, Supervisor of Development Planning  
Brittany Dobrindt, Planner II  
Monika Sadler, Planner I  
Brianna Flatt, Secretary-Treasurer

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**1. ROLL CALL**

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of the Mayor and Council and Committee, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

As noted above.

**2. INTRODUCTION OF ADDENDUM ITEM(S)**

There was one addendum item, which was the February 19, 2025 meeting minutes.

**3. DECLARATION OF PECUNIARY INTEREST**

No pecuniary interests were declared.

**4. EXPLANATION OF HEARING PROCEDURE**

Brianna Flatt, Secretary-Treasurer read the explanation of hearing procedure.

**5. REQUESTS FOR DEFERRAL OR WITHDRAWAL**

None.

**6. APPLICATIONS FOR CONSENT**

None.

**7. APPLICATIONS FOR MINOR VARIANCE**

1. MINOR VARIANCE APPLICATION A21-24  
5 BIRCH ROAD  
JUDGES PLAN 602, PART LOT 12 AND 13

The agent Michael Smith, Michael Smith Planning Consultants Inc. gave a brief presentation on the application.

Brittany Dobrindt, Planner II, gave a presentation on the application.

There were no public speakers or comments.

Committee Chair John Rogers asked the agent Michael Smith if the lots across the road are non-related ownerships or is there a relationship with the church. Mr. Smith advised that there is a property on the south end of the road on the west side that is owned by the church, the closing of the end of the road will only affect the one lot that is owned by the church.

Committee Chair John Rogers asked Mr. Smith that if they are successful with the purchase of the road, will there be an issue with the setback of the summer pavilion. Mr. Smith advised that no they do not believe there will be.

Following the vote, Committee Chair John Rogers advised that the application is approved subject to a 20-day appeal period and two years to meet all conditions.

Moved By Karen Whitney  
Seconded By Lynda Rogers

1. **That the Committee of Adjustment receive Report No. DS-2025-0016 prepared by the Development Planning Division, Development Services Department, dated March 3, 2025, respecting Minor Variance Application A21-24, submitted by Michael Smith Planning Consultants Ltd. on behalf of the owner for the property municipally addressed as 5 Birch Road.**

2. Staff recommend the following:
- a. That the Committee of Adjustment approve Minor Variance Application A21-24 to permit relief from the following:
    - i. **Section 5.31:** To permit a 1.8-metre planting strip, whereas a minimum planting strip width of 3 metres when abutting a residential lot is required.
    - ii. **Sections 5.1d):** To permit an interior side yard setback of nil for the accessory structure (Summer Pavilion) whereas a minimum interior side yard setback of 3 metres is required for accessory structures.
    - iii. **Section 5.30:** To permit the minimum front yard setback to be applied from the existing front lot line, whereas Section 5.30 requires the minimum front yard setback to be applied from the planned width of street allowance where it lies within the lot.
    - iv. **Section 28.4 b):** To permit a lot area of 2,500 square metres, whereas a minimum lot area of 8,000 square metres is required.
    - v. **Section 5.45:** To permit an unenclosed porch (portico) to encroach 4.6 metres into the front yard, whereas unenclosed porches are permitted to encroach a maximum of 2 metres into a front yard
    - vi. **Section 28.4 c):** To permit a front yard setback of nil for an accessory structure (Summer Pavilion), whereas a front yard of 15 metres is required.
    - vii. **Section 28.4 c):** To permit a front yard setback of 5.5 metres, whereas a front yard of 15 metres is required.
    - viii. **Section 28.4 e):** To permit a rear yard setback of 3 metres for an accessory structure (the Chapel), whereas a rear yard setback of 9 metres is required.
    - ix. **Section 28.4 e):** To permit a rear yard setback of 4.9 metres for an accessory structure (the Shed), whereas a rear yard setback of 9 metres is required.
    - x. **Section 28.4 f):** To permit an interior side yard setback of 8.26 metres, whereas an interior side yard setback of 9 metres is required.
      - i. Submission to the Secretary-Treasurer of written confirmation from the Lake Simcoe Regional Conservation Authority that all matters identified in Attachment 4 to Report No. DS-2025-0016 have been

**addressed to the satisfaction of the Lake Simcoe Region Conservation Authority;**

- ii. Submission to the Secretary-Treasurer of written confirmation from the Development Engineering Division that all matters identified in Attachment 4 to Report No. DS-2025-0016 have been addressed to the satisfaction of the Development Engineering Division;**
- iii. That the portion of the accessory structure (Summer Pavilion) that encroaches into Birch Road be removed, or the applicant enter into an encroachment agreement with the Town, or that this portion of the road be purchased by the applicant, to the satisfaction of the Development Planning Division;**
- iv. That the portion of the accessory structure (Summer Pavilion) that encroaches into the neighbouring property to the south be removed, to the satisfaction of the Development Planning Division; and**
- v. That the above-noted conditions be fulfilled within two (2) years of the date of the Notice of Decision**
- xi. That the approval of Minor Variance Application A21-24 be subject to the following term(s):**
  - i. That the proposed addition be constructed in general conformity with Attachment 2 to Report DS-2025-0016, in accordance with the relief recommended to be approved in Recommendation 2a)**

**Carried Unanimously**

- 2. MINOR VARIANCE APPLICATION A32-24  
15 NEWLANDS AVENUE  
PLAN 65M-2772, PART OF LOT 12, PLAN 65R-14134, PARTS 51 AND 52**

The Agent, Sihong (Henry) Xu provided a brief overview of the application.

Monika Sadler, Planner I, provided a presentation on the application.

There were no public speakers or comments.

Committee Member, Karen Whitney, asked Monika Sadler, Planner I if Development Engineering considered the increase in hard surface in the front or if they are using permeable pavers. Monika Sadler, Planner I advised that the applicant is using the existing walkway that is already paved over, there will only be an increase of approximately twenty centimetres of hard scaping. Ms. Sadler indicated that Development Engineering provided no objections to the application.

Committee Chair, John Rogers, asked if the Mature tree in the yard will remain. Sihong (Henry) Xu advised that it will remain.

Following the vote, Committee Chair John Rogers advised that the application is approved subject to a 20-day appeal period and two years to meet all conditions.

Moved By Joseph Bonello

Seconded By Lynda Rogers

1. **That the Committee of Adjustment receive Report No. prepared by the Development Planning Division, Development Services Department, dated March 3, 2025, respecting Minor Variance Application A32-24, for the property municipally addressed as 15 Newlands Avenue; and,**
2. **Staff recommend the following:**
  - a. **That the Committee of Adjustment approve Minor Variance Application A32-24 to permit relief from the following:**
    - i. **Section 5.28 (a): To permit one (1) parking space located in the driveway private to the dwelling and within the front yard, measuring 3.0 metres in width and 5.5 metres in length, whereas a minimum parking space of 5.7 metres in length is required;**
    - ii. **Section 5.28 (b): To permit a linked dwelling with an accessory apartment with a minimum of 2 parking spaces, whereas a minimum of 3 parking spaces is required;**
    - iii. **Section 5.28 (i): To permit a maximum driveway or parking area of 58% of the lot frontage, whereas a maximum of 55% is permitted;**
  - b. **That the approval of Minor Variance Application A32-24 be subject to the following term(s):**
    - i. **That the proposed parking area be constructed in general conformity with Attachment 2 to Report DS-2025-0014, in accordance with the relief recommended to be approved in Recommendation 2a);**

Carried Unanimously

3. MINOR VARIANCE APPLICATION MV-2025-0001  
7 NASELLO AVENUE  
PLAN 73 BLOCK 75E PART OF LOTS 36 AND 37

The Agent, Rod Larmer, Larmer Design, provided a brief overview of the application.

Monika Sadler, Planner I, provided a presentation on the application.

There were no public speakers or comments.

Committee Member, Karen Whitney, asked the agent Rod Larmer if there will be a new access on the side street (De Geer Street), or maintained on Nasello Avenue. Mr. Larmer advised that access will be on Nasello Avenue and four spots are proposed with access to the backyard. Committee Member, Karen Whitney asked if they would require temporary access to bring the building in through the side yard. Mr. Larmer advised that it will be the contractor's decision, as the accessory structure can come down the driveway as it is wide enough, only maneuvering the structure in the backyard will be complicated. Mr. Larmer further advised that if the structure does need to come off De Geer Street that the appropriate permits will be pulled with the Town.

Following the vote, Committee Chair John Rogers advised that the application is approved subject to a 20-day appeal period and two years to meet all conditions.

Moved By Lynda Rogers

Seconded By Joseph Bonello

1. **That the Committee of Adjustment receive Report No. prepared by the Development Planning Division, Development Services Department, dated March 3, 2025, respecting Minor Variance Application MV-2025-0001, for the property municipally addressed as 7 Nasello Avenue; and,**
2. **Staff recommend the following:**
  - a. **That the Committee of Adjustment approve Minor Variance Application MV-2025-0001 to permit relief from the following:**
    - i. **Section 5.1(f): To permit a detached accessory building with a height to the eaves of 3.8 metres, whereas detached accessory buildings may have a maximum height to the eaves of 3 metres;**

b. That the approval of Minor Variance Application MV-2025-0001 be subject to the following term(s):

i. That the proposed accessory structure be constructed in general conformity with Attachment 2 to Report DS-2025-0013, in accordance with the relief recommended to be approved in Recommendation 2a);

Carried Unanimously

**8. POWER OF SALE/FORECLOSURE/VALIDATION OF TITLE APPLICATIONS**

None.

**9. MINUTES OF PREVIOUS MEETING**

1. February 19, 2025 meeting minutes

The minutes from the February 19, 2025 meeting were adopted.

Moved By Lynda Rogers

Seconded By Joseph Bonello

Carried Unanimously

**10. COMMUNICATIONS**

None.

**11. OTHER BUSINESS**

None.

**12. NEXT MEETING**

The next meeting is March 17, 2025.

**13. ADJOURNMENT**

The meeting was adjourned.

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John Rogers, Chair

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Brianna Flatt, Secretary-Treasurer