



**City of Kingston  
Committee of Adjustment  
Meeting Number 02-2024  
Agenda**

**Monday, January 22, 2024 at 5:30 p.m.  
Hosted at City Hall in Council Chamber**

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Please provide regrets to Iain Sullivan, Committee Clerk at 613-546-4291, extension 1864 or [isullivan@cityofkingston.ca](mailto:isullivan@cityofkingston.ca)

**Committee Composition**

Peter Skebo, Chair  
Ken Dakin  
Douglas Perkins  
Gaurav Rehan  
Jeff Scott  
Somnath Sinha  
Jordan Tekenos-Levy

- 1. Meeting to Order**
- 2. Approval of the Agenda**
- 3. Confirmation of Minutes**
  - a) **That** the minutes of Committee of Adjustment Meeting Number 01-2024, held Monday, December 11, 2023, be approved.
- 4. Disclosure of Pecuniary Interest**
- 5. Delegations**
- 6. Request for Deferral**

## 7. Returning Deferral Items

**Note:** Returning Deferral Item 7 a) will be considered immediately after Business Item 8 a).

a) **Application for: Minor Variance**

**File Number: D13-059-2023**

**Address: 5 York Street**

**District: District 11 – Kingston’s Town**

**Owner: Neil Glenn**

**Applicant: Neil Glenn**

The Report of the Commissioner of Growth & Development Services (COA-24-001) is attached.

Schedule Pages 1 – 20

Recommendation:

**That** minor variance application, File Number D13-059-2023, for the property located at 5 York Street to permit the construction of a front porch, be approved, as described below:

**Variance Number 1:**

By-Law Number 2022-62: Table 4.20.4.2

- Requirement: 3.5 metres
- Proposed: 0.25 metres
- Variance Requested: 3.25 metres

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-24-001.

## 8. Business

**Note:** Business Item 8 a) will be considered immediately prior to Returning Deferral Item 7 a).

- a) **Subject: Supplemental Report**  
**File Number: D13-059-2023**  
**Address: 5 York Street**  
**District: District 11 – King’s Town**  
**Owner: Neil Glenn**  
**Applicant: Neil Glenn**

The Report of the Commissioner of Growth & Development Services (COA-24-018) is attached.

Schedule Pages 21 – 34

Recommendation:

**That** minor variance application, File Number D13-059-2023, for the property located at 5 York Street to facilitate the construction of a front porch, be approved, as described below:

**Variance Number 1:**

By-Law Number 2022-62: Table 4.20.4.2

- Requirement: 3.5 metres
- Proposed: 0.25 metres
- Variance Requested: 3.25 metres

**Variance Number 2:**

By-Law Number 2022-62: Table 4.20.4.3(a)

- Requirement: 0.6 metres, except along a common party wall where it may be 0.0 metres if there is a common privacy fence a minimum of 1.5 metres tall
- Proposed: 0.0 metres without a 1.5 metre tall common privacy fence
- Variance Requested: 1.5 metre tall common privacy fence; and

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-24-001.

**b) Application for: Minor Variance**

**File Number: D13-070-2023**

**Address: 423 Earl Street**

**District: District 10 – Sydenham**

**Owner: Robert Baker and Leslie Galbraith**

**Applicant: Grant Snyder**

The Report of the Commissioner of Growth & Development Services (COA-24-016) is attached.

Schedule Pages 35 – 60

Recommendation:

**That** minor variance application, File Number D13-070-2023, for the property located at 423 Earl Street to modify a single detached dwelling to enclose two thirds of an existing porch on the first floor and to enclose the entire balcony on the second floor be approved, as described below:

**Variance Number 1:**

By-Law Number 2022-62: Table 11.6.1.4: Minimum front setback

- Requirement: 3.0 metres
- Proposed: 1.2 metres
- Variance Requested: 1.8 metres; and

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-24-016.

**c) Application for: Minor Variance and Consent**

**File Number: D13-067-2023 & D10-048-2023**

**Address: 3718 Brewers Mills Road**

**District: District 1 – Countryside**

**Owner: Pam Hogan, Nicholas Hogan, Gregory Hogan, Erica Hogan, Brenda Hogan**

**Applicant: Pam Hogan**

The Report of the Commissioner of Growth & Development Services (COA-24-012) is attached.

Schedule Pages 61 – 85

Recommendation:

**That** minor variance application, File Number D13-067-2023 for the property located at 3718 Brewers Mills Road to provide relief from the minimum lot frontage requirement to sever one parcel of land, be approved, as described below:

**Variance Number 1:**

By-Law Number: 2022-62 Section 8.3.1 (2) Minimum Lot Frontage

- Requirement: 90 metres
- Proposed: 60 metres
- Variance Requested: 30 metres

**That** approval of the minor variance application be subject to the conditions attached as Exhibit A (Recommended Conditions – Minor Variance) to Report Number COA-24-012; and,

**That** Consent application, File Number D10-048-2023, for the property located at 3718 Brewers Mills Road to sever an approximately 1.07 hectare parcel of land with approximately 60 metres of frontage along Brewers Mills Road, be provisionally approved subject to the conditions included in in Exhibit B (Recommended Conditions – Consent) to Report Number COA-24-012.

**d) Application for: Permission**

**File Number: D13-066-2023**

**Address: 831 Wartman Avenue**

**District: District 4 – Lakeside**

**Owner: Gay Booth**

**Applicant: Rod Stokes**

The Report of the Commissioner of Growth & Development Services (COA-24-017) is attached.

Schedule Pages 86 – 106

Recommendation:

**That** the application for permission, File Number D13-066-2023, for the property located at 831 Wartman to construct a 30 square metre rear deck on the existing dwelling be approved; and,

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-24-017.

**e) Application for: Minor Variance**

**File Number: D13-068-2023**

**Address: 1177 Montreal Street**

**District: District 7 – Kingscourt-Rideau**

**Owner: James Peach**

**Applicant: Rogers & Trainor**

The Report of the Commissioner of Growth & Development Services (COA-24-015) is attached.

Schedule Pages 107 – 138

Recommendation:

**That** minor variance application, File Number D13-068-2023, for the property located at 1177 Montreal Street to increase the permitted unit count, reduce the parking requirement, and reduce the interior side yard setback for the northeastern apartment building, be approved, as described below:

**Variance Number 1:**

By-Law Number 2022-62: E117, Subsection (b) Building A, Subsection (iii)

- Requirement: Maximum of 63 dwelling units
- Proposed: Maximum of 85 dwelling units
- Variance Requested: 22 dwelling units

**Variance Number 2:**

By-Law Number 2022-62: E117, Subsection (c) Building B, Subsection (iii)

- Requirement: Maximum of 63 dwelling units
- Proposed: Maximum of 85 dwelling units
- Variance Requested: 22 dwelling units

**Variance Number 3:**

By-Law Number 2022-62: E117, Subsection (b) Building B, Subsection (v)

- Requirement: Minimum setback of 7.0 metres to the western interior lot line
- Proposed: Minimum setback of 6.0 metres to the western interior lot line
- Variance Requested: 1.0 metre

**Variance Number 4:**

By-Law Number 2022-62: Table 7.1.1 (1) (a) (i)

- Requirement: Minimum of 0.8 parking spaces per dwelling unit
- Proposed: Minimum of 0.6 parking spaces per dwelling unit
- Variance Requested: 0.2 parking spaces per dwelling unit; and

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-24-015.

**f) Application for: Minor Variance**

**File Number: D13-071-2023**

**Address: 300 Bayfield Lane**

**District: District 8 – Meadowbrook-Strathcona**

**Owner: Frontenac Shopping Centre Inc.**

**Applicant: Patry Group**

The Report of the Commissioner of Growth & Development Services (COA-24-013) is attached.

Schedule Pages 139 – 158

Recommendation:

**That** minor variance application, File Number D13-071-2023, for the property located at 300 Bayfield Lane to reduce the minimum rear setback and minimum visitor parking setback to support redevelopment of the site with a 6-storey residential building, be approved, as described below:

**Variance Number 1:**

By-Law Number 2022-62: 21.1.1.E122.(h) – Minimum rear setback

- Requirement: 20 metres
- Proposed: 18.75 metres
- Variance Requested: 1.25 metres

**Variance Number 2:**

By-Law Number 2022-62: 7.4.9.3(a) – Minimum visitor parking setback

- Requirement: 3.0 metres from any lot line
- Proposed: 2.25 metres from rear lot line
- Variance Requested: 0.75 metres; and

**That** approval of the application be subject to the conditions attached as Exhibit A (Recommended Conditions) to Report Number COA-24-013.

**9. Motions**

**10. Notices of Motion**

**11. Other Business**

**12. Correspondence**

**13. Date of Next Meeting**

The next meeting of the Committee of Adjustment is scheduled for Monday, February 26, 2024 at 5:30 p.m.

**14. Adjournment**