



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

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

---

**Committee Members Present**

Ken Dakin, Vice-Chair  
Douglas Perkins  
Somnath Sinha (arrived to meeting at 5:40 p.m.)  
Jordan Tekenos-Levy

**Regrets**

Peter Skebo, Chair  
Gaurav Rehan  
Jeff Scott

**Staff Members Present**

Chris Booth, Senior Planner  
Annemarie Eusebio, Intermediate Planner  
Christine O'Connor, Committee Clerk  
Jason Partridge, Planner  
Meghan Robidoux, Supervisor, Development Approvals  
Jacob Slevin, Planner  
Lindsay Sthamann, Intermediate Planner & Secretary-Treasurer  
Iain Sullivan, Committee Clerk  
Chris Wicke, Senior Planner

**This is not a verbatim report.**

### **Introduction by the Vice-Chair**

The Vice-Chair reviewed the order of proceedings for the meeting and informed the public that any individuals with a personal interest in an application can receive written notice of a decision by emailing a request to the Secretary-Treasurer including their name, address, and the file number of the application.

### **Meeting to Order**

The Vice-Chair called the meeting to order at 5:35 p.m.

### **Approval of the Agenda**

Moved by Mr. Perkins

Seconded by Mr. Tekenos-Levy

**That** the agenda be amended to include the addendum, and as amended, be approved.

**Carried**

### **Confirmation of Minutes**

Moved by Mr. Perkins

Seconded by Mr. Tekenos-Levy

**That** the minutes of Committee of Adjustment Meeting Number 01-2024, held Monday, December 11, 2023, be approved.

**Carried**

### **Disclosure of Pecuniary Interest**

There were none.

### **Delegations**

There were none.

### **Request for Deferral**

**Note:** Business Item f) was deferred to the February 26, 2024 Committee of Adjustment Meeting via the approval of the Addendum.

### **Returning Deferral Items**

**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**

**Note:** Business Item 8a) was heard before Returning Deferral Item 7a).

**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.

**Withdrawn**

**Business**

- 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**

Ms. Sthamann introduced the application.

Neil Glenn, Applicant, was present. He indicated that he had nothing further to add.

The Committee did not provide comment.

The Vice-Chair afforded members of the public an opportunity to speak. There were no members of the public present.

Moved by Mr. Perkins

Seconded by Mr. Tekenos-Levy

**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.

**Carried**

**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**

Ms. Sthamann introduced the application.

Grant Snyder, Applicant, was present. He indicates that he had nothing further to add.

The Committee did not provide comment.

The Vice-Chair afforded members of the public an opportunity to speak. There were no members of the public present.

Moved by Mr. Tekenos-Levy

Seconded by Mr. Perkins

**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.

**Carried**

**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**

Ms. Sthamann introduced the application.

Pam Hogan, Applicant, was present. She indicated that she had nothing further to add.

Mr. Tekenos-Levy asked for confirmation on the future use of the retained lot. Ms. Hogan confirmed it would remain agricultural lands.

The Vice-Chair afforded members of the public an opportunity to speak. There were no members of the public present.

Moved by Mr. Sinha

Seconded by Mr. Tekenos-Levy

**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.

**Carried**

- d) Application for: Permission**  
**File Number: D13-066-2023**  
**Address: 831 Wartman Avenue**  
**District: District 4 – Lakeside**  
**Owner: Gay Booth**  
**Applicant: Rod Stokes**

Ms. Sthamann introduced the application.

Gay Booth, Owner, was present. They indicated that they had nothing further to add.

The Committee did not provide comment.

The Vice-Chair afforded members of the public an opportunity to speak. There were no members of the public present.

Moved by Mr. Perkins  
Seconded by Mr. Tekenos-Levy

**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.

**Carried**

**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**

Ms. Sthamann introduced the application.

Emma Stucke, Agent for the Applicant, was present. She indicated that she had nothing further to add.

The Committee did not provide comment.

The Vice-Chair afforded members of the public an opportunity to speak. There were no members of the public present.

Moved by Mr. Perkins

Seconded by Mr. Sinha

**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.

**Carried**

**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**

**Note:** Item f) was deferred to the February 26, 2024 Meeting of the Committee of Adjustment via the Addendum.

**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.

**Deferred**

**Motions**

There were none.

**Notices of Motion**

There were none.

**Other Business**

There was none.

**Correspondence**

See Addendum.

**Date and time of Next Meeting**

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

**Adjournment**

Moved by Mr. Sinha

Seconded by Mr. Perkins

**That** the meeting of the Committee of Adjustment adjourn at 5:50 p.m.

**Carried**