

THE CORPORATION OF THE TOWNSHIP OF EAR FALLS

MINUTES

COMMITTEE OF ADJUSTMENT

**Public Meeting to Review a Consent Application – 2026-01, 2026-02 and
Minor Variance Application – 2026-01, 2026-02**

Ear Falls Municipal Council Chambers

May 7, 2026, at 2:00 p.m.

1. CALL TO ORDER

Mayor Kevin Kahoot called the meeting to order at 2:05 p.m.

2. ROLL CALL

Mayor Kevin Kahoot, Councillor Daniel Sutton (electronically), Councillor Kim Thain, Councillor Doug Woolsey, Acting Treasurer/Deputy Clerk Shannon Jeffries, Deputy Clerk Shawna Weston, Chris Jones-Municipal Planning Services Ltd. (electronically), Ben Reynolds – Kenora District Services Board (electronically) and 1 member of the public

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.

4. MINUTES OF PREVIOUS MEETING

4.1 Minutes of the February 4th, 2026 Committee of Adjustment Meeting

RESOLUTION NO. 004-26

Moved by Kim Thain. Seconded by Doug Woolsey.

RESOLVED THAT the Township of Ear Falls Committee of Adjustment accepts the Minutes of the previous meeting dated February 4, 2026.

Carried.

5. MATTERS FOR WHICH THE SPECIAL MEETING WAS CALLED

5.1 Consent Application – 2026-01

Acting Treasurer / Deputy Clerk Shannon Jeffries advised that the Notice of the Application and Public Meeting were posted and circulated as required by the Planning Act and included all property owners within 120 meters of the subject property.

Mayor Kahoot asked if the Applicant had any comments to make about the application. No additional comments were provided.

Mayor Kahoot asked if any member of Council had questions about the application. No one had any additional questions.

Mayor Kahoot asked if any member of the public had questions or wanted to speak about the application. No one had any additional questions. Shannon advised that as of 1:30pm today, the Township has received zero written submissions.

RESOLUTION NO. 005-26

Moved by Doug Woolsey. Seconded by Kim Thain.

THAT in the matter of Application 2026-01, wherein consent is sought to sever land for the purpose of facilitating a lot addition in such a manner as to sever a strip of land from Lot 10, Plan M-630 having an area of approximately 88.4 m² with a road frontage of approximately 2.29 metres and to allow the severed part to be transferred and merged with the abutting Lot 11, Plan M-630.

BE IT RESOLVED THAT said application is hereby "APPROVED" subject to the following conditions:

1. The applicant shall provide the Secretary to the Committee with three copies of a draft reference plan prepared by an Ontario Land Surveyor which identifies the severed lands and allows the Township to review and approve the plan prior to registration;
2. The applicant shall provide the Secretary with a plan of survey or a surveyor's written report which confirms the resultant side yards and road frontage of Lots 10 and 11;
3. The Township shall be provided with a .pdf file and a closed polygon vector file of the Part boundaries shown on the Reference Plan in an Autodesk DWG Windows readable format;
4. The owner shall apply for and obtain a deeming by-law for Lots 10 and 11, Plan M-630 to facilitate the merger of the lot additions;
5. The Secretary shall be provided with a draft transfer and legal description for the proposed lot additions together with a solicitor's undertaking that the mergers shall be submitted for registration within 30 days of the issuance of the Secretary's consent certificate;
6. The severed lot and resultant lot shall be rezoned to address zone compliance issues including deficient side yards and lot frontage; and,

The landowner shall be responsible for all costs associated fulfilling the conditions of this consent.

5.2 Consent Application – 2026-02

Acting Treasurer / Deputy Clerk Shannon Jeffries advised that the Notice of the Application and Public Meeting were posted and circulated as required by the Planning Act and included all property owners within 120 meters of the subject property.

Mayor Kahoot asked if the Applicant had any comments to make about the application. No additional comments were provided.

Mayor Kahoot asked if any member of Council had questions about the application. No one had any additional questions.

Mayor Kahoot asked if any member of the public had questions or wanted to speak about the application. No one had any additional questions. Shannon advised that as of 1:30pm today, the Township has received zero written submissions.

RESOLUTION NO. 006-26

Moved by Doug Woolsey. Seconded by Kim Thain.

THAT in the matter of Application 2026-02, wherein consent is sought to sever land for the purpose of facilitating a lot addition in such a manner as to sever a strip of land from Lot 12, Plan M-630 having an area of approximately 110 m² with a road frontage of approximately 3 metres and to allow the severed part to be transferred and merged with the abutting Lot 11, Plan M-630.

BE IT RESOLVED THAT said application is hereby "APPROVED" subject to the following conditions:

1. The applicant shall provide the Secretary to the Committee with three copies of a draft reference plan prepared by an Ontario Land Surveyor which identifies the severed lands and allows the Township to review and approve the plan prior to registration;
2. The applicant shall provide the Secretary with a plan of survey or a surveyor's written report which confirms the resultant side yards and road frontage of Lots 12 and 13;
3. The Township shall be provided with a .pdf file and a closed polygon vector file of the Part boundaries shown on the Reference Plan in an Autodesk DWG Windows readable format;
4. The owner shall apply for and obtain a deeming by-law for Lots 12 and 13, Plan M-630 to facilitate the merger of the lot additions;
5. The Secretary shall be provided with a draft transfer and legal description for the proposed lot additions together with a solicitor's undertaking that the mergers shall be submitted for registration within 30 days of the issuance of the Secretary's consent certificate;
6. The severed lot and resultant lot shall be rezoned to address zone compliance issues including deficient side yards and lot frontage; and,

The landowner shall be responsible for all costs associated fulfilling the conditions of this consent.

5.3 Minor Variance Application 2026-01

Acting Treasurer / Deputy Clerk Shannon Jeffries advised that the Notice of the Application and Public Meeting were posted and circulated as required by the Planning Act and included all property owners within 120 meters of the subject property.

Mayor Kahoot asked if any member of Council had questions about the application. No one had any additional questions.

Mayor Kahoot asked if any member of the public had questions or wanted to speak about the application. No one had any additional questions. Shannon advised that as of 1:30pm today, the Township has received zero written submissions.

RESOLUTION NO. 007-26

Moved by Doug Woolsey. Seconded by Kim Thain.

BE IT RESOLVED THAT Council hereby approves Application MV-2026-01, for lands located at 68 Birch Street, on lands legally described as Lot 19, Plan M-630 seeking relief from Zoning By-law 1010-02 for the following:

1. Relief from Section 4.28 of the Zoning By-Law to deem an unenclosed accessibility ramp as a structure similar to a deck for the purpose of permissible encroachments into the required side and front yard.
2. Relief from Section 4.28 of the Zoning By-Law to increase the permissible encroachment into the required front yard of an unenclosed accessory ramp from 2.5 metres (8.2 ft) to 5.1 m (16.7 ft).

AND FURTHER THAT this approval is subject to the following conditions:

That the accessibility ramp and stair shall be unenclosed and constructed in substantial compliance with the site plan and building plan (Drawing A1-1 prepared by Form Studio Architects, dated February 2026.)

5.4 Minor Variance Application 2026-02

Acting Treasurer / Deputy Clerk Shannon Jeffries advised that the Notice of the Application and Public Meeting were posted and circulated as required by the Planning Act and included all property owners within 120 meters of the subject property.

Mayor Kahoot asked if any member of Council had questions about the application. No one had any additional questions.

Mayor Kahoot asked if any member of the public had questions or wanted to speak about the application. No one had any additional

questions. Shannon advised that as of 1:30pm today, the Township has received zero written submissions.

RESOLUTION NO. 008-26

Moved by Kim Thain. Seconded by Doug Woolsey.

BE IT RESOLVED THAT Council hereby approves Application MV-2026-02, for lands located at 70 Birch Street, on lands legally described as Lot 20, Plan M-630 seeking relief from Zoning By-law 1010-02 for the following:

Relief from Section 4.28 of the Zoning By-Law to deem an unenclosed accessibility ramp as a structure similar to a deck for the purpose of permissible encroachments into the side and front yard.

Relief from Section 4.28 of the Zoning By-Law to increase the permissible encroachment into the required front yard of an unenclosed accessory ramp from 2.5 metres (8.2 ft) to 6.3 m (20.7ft).

Relief from Section 4.28 of the Zoning By-Law to the permit an encroachment into the required interior yard setback resulting in a minimum setback of 0.15 m (0.4 ft) to accommodate an unenclosed accessibility ramp.

AND FURTHER THAT this approval is subject to the following conditions:

That the accessibility ramp and stair shall be unenclosed and constructed in substantial compliance with the site plan and building plan (Drawing A1-1 prepared by Form Studio Architects, dated February 2026.)

6. ADJOURNMENT

6.1 RESOLUTION NO. 009-26

Moved by Kim Thain. Seconded by Doug Woolsey.

RESOLVED THAT this Committee of Adjustment Meeting adjourn at the hour of 2:16 p.m.

Carried.

Mayor

Clerk