



**MUNICIPALITY OF NORTH GRENVILLE
COMMITTEE OF ADJUSTMENT
AGENDA**

Wednesday, April 15, 2026, 6:30 p.m. - 7:30 p.m.
Held in Council Chambers, 285 County Road 44

Pages

A. OPEN MEETING

B. LAND ACKNOWLEDGMENT

The Municipality of North Grenville acknowledges that the Municipality operates on the territory of the Anishnabek.

We recognize all First Nations, Métis, and Inuit peoples who now call North Grenville their home. We respect and support the need for cultivating a strong relationship, and we commit to Indigenous-informed decision making to foster the path towards reconciliation.

C. APPROVAL OF MINUTES

RECOMMENDATION

THAT the minutes of the Committee of Adjustment meeting on February 18, 2026 be adopted, as presented.

D. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

E. PUBLIC HEARING - APPLICATION FOR MINOR VARIANCE

1

1. PD-2026-017 - A-02-26 37 Kimberly Avenue

4

THAT the Committee of Adjustment grant relief for the properties located at 37 Kimberly Avenue, Plan 15M1131, Lot 23, former Township of South Gower, now the Municipality of North Grenville from the following sections of Comprehensive Zoning By-law 50-12:

1. To provide relief from Section 6.1.7 to increase the maximum height of an accessory structure from 4.5 metres to 5.1 metres.

because the request is minor, the intent of the Comprehensive Zoning By-law and Official Plan are being maintained, and the increased accessory structure height is desirable and appropriate in the Rural Residential Designation.

2. PD-2026-018 - A-03-26 450 Main Street

33

THAT the Committee of Adjustment grant relief for the properties located at 450 Main Street, Lot 17, Concession 5, former Township of Oxford-on-Rideau, now the Municipality of North Grenville from the following sections of Comprehensive Zoning By-law 50-12.

1. To provide relief from Section 6.38.11 (f)(i) to permit 1 (one) additional driveway within the first 30 metres (98.4 feet) of frontage measured along the street line.

because the request is minor, the intent of the Comprehensive Zoning By-law and Official Plan are being maintained, and the additional driveway is desirable and appropriate in the Hamlet Designation.

F. ADJOURNMENT

RECOMMENDATION

THAT we do now adjourn at ____p.m. to meeting again at the call of the Chair.



MUNICIPALITY OF NORTH GRENVILLE
COMMITTEE OF ADJUSTMENT MINUTES

February 18, 2026, 6:30 p.m.
Held in Council Chambers, 285 County Road 44

MEMBERS PRESENT Deputy Mayor John Barclay
Councillor Doreen O'Sullivan
Councillor Kristin Strackerjan
Councillor Deb Wilson

MEMBERS ABSENT Mayor Nancy Peckford

STAFF PRESENT Amy Martin, Director of Planning & Development
Mary Remmig, Deputy Clerk
Debbie Wood, Planning Technician
Kyra Vellinga, Secretary Treasurer / Planning Clerk

A. OPEN MEETING

Acting Chair, Deputy Mayor John Barclay, declared the meeting open at 6:36 p.m.

B. LAND ACKNOWLEDGMENT

Councillor Kristin Strackerjan read the land acknowledgement.

C. APPROVAL OF MINUTES

#COA-2026- 1

Moved by Councillor Doreen O'Sullivan

Seconded by Councillor Kristin Strackerjan

THAT the Committee of Adjustment Meeting Minutes for October 15, 2025 are approved as presented.

APPROVED without Conditions

D. DISCLOSURE OF INTEREST

There were no disclosures of pecuniary interest of general nature thereof.

E. PUBLIC HEARING - APPLICATION FOR MINOR VARIANCE

1. PD-2026-008 - A-01-26 for 871 Render Road

Deputy Mayor John Barclay welcomed everyone to the public hearing and asked if members of the public were in attendance. Agent Jesse Jones, of 7A Hoy Street in Cardinal, acknowledged presence for the public hearing.

Director of Planning and Development Amy Martin gave an overview of the subject property and explained the application was seeking relief from the following section of Comprehensive Zoning By-law 50-12:

- From Section 6.14 to allow construction of a dwelling on an unopened road allowance (described as an unmaintained municipal road allowance) as a condition of consent application B-122-24.

Director Martin explained relief would permit the severance to move forward and the presence of a single-detached dwelling.

Director Martin noted the location of the property along Render Road, towards Hunter Lane – both unmaintained road allowances. Pre-existing development exists along Render Road. An existing dwelling exists on the proposed retained parent parcel. An agreement for the parent parcel exists.

Director Martin explained the creation of a new property and new dwelling under the severance application constitutes new development. The existing agreement for the property does not apply to new development. Thus, Director Martin outlined that in order to develop a new dwelling, a minor variance for access without formal frontage on a maintained road is required.

Director Martin indicated the severance application was originally approved in 2024, and the road access agreement would come forward at the March 3, 2026, Council meeting. Director Martin clarified the road access agreement is not a requirement for minor variance approval.

Director Martin established that the application was circulated, in accordance with *Planning Act* requirements, to neighbours within 60m, municipal staff and agencies. No comment was received from By-law and Emergency and Protective Services. A formal comment from Building was received, outlining that access must be maintained to the property and a building permit must be acquired. A formal comment from Public Works was also received, outlining that municipal curbside garbage and recycling services will not be provided and no entrance policy will be provided by the municipality.

Committee members asked questions which were answered by staff and the agent.

#COA-2026- 2

Moved by Councillor Kristin Strackerjan

Seconded by Councillor Doreen O'Sullivan

THAT the Committee of Adjustment grant relief for the property located at 871 Render Road, Part Lot 11, Concession 8, former Township of Oxford-on-Rideau, now the Municipality of North Grenville from Section 6.14 of Comprehensive Zoning By-law 50-12 to allow construction of a dwelling on an unopened road allowance (described as an unmaintained municipal road allowance) as a condition of consent application B-122-24 because the request is minor, the intent of the Comprehensive Zoning By-law and Official Plan are being maintained, and the variance is within the parameters for dwellings in the Rural designation.

APPROVED without Conditions

F. ADJOURNMENT

#COA-2026- 3

Moved by Councillor Deb Wilson

Seconded by Councillor Kristin Strackerjan

THAT the meeting of the Municipality of North Grenville Committee of Adjustment do now adjourn at 6:53 p.m.

APPROVED without Conditions



Municipality of North Grenville

To: Council

Meeting Date: April 15, 2026

Report Number: PD-2026-017

Report Title: **A-02-26 for 37 Kimberly Avenue**

Prepared by: Debbie Wood

Recommendation

THAT the Committee of Adjustment grant relief for the properties located at 37 Kimberly Avenue, Plan 15M1131, Lot 23, former Township of South Gower, now the Municipality of North Grenville from the following sections of Comprehensive Zoning By-law 50-12:

1. To provide relief from Section 6.1.7 to increase the maximum height of an accessory structure from 4.5 metres to 5.1 metres.

because the request is minor, the intent of the Comprehensive Zoning By-law and Official Plan are being maintained, and the increased accessory structure height is desirable and appropriate in the Rural Residential Designation.

Executive Summary

Purpose

- **To seek relief from Section 6.1.7 of Comprehensive Zoning By-law 50-12 to allow construction of a detached accessory structure, with loft space for storage, with an increased height of 5.1 metres, whereas the requirement is 4.5 metres.**

Key Findings

- **The subject property is designated Rural Residential by the Municipality's Official Plan and zoned Rural Residential (RR) according to By-law 50-12.**
- **Pre-consultation with staff identified that the proposed development exceeds the maximum height permitted for an accessory building within the applicable rural residential zoning. The applicant revised the proposal to reduce the overall height; however, the revised design continues to exceed the maximum permitted height.**

- **As a result, an application for a minor variance has been submitted.**

Financial Implications

- There are no financial implications with respect to this application. All costs for the application are borne by the applicant.

Background

The applicant's agent (designer/builder) pre-consulted with municipal staff prior to the submission of a building permit application. The homeowner desires 10-foot-high garage doors to accommodate taller vehicles and sufficient headroom to stand upright within the loft area.

Through discussions with staff, it was identified that a minor variance would be required to proceed with the proposed building height. In response, the overall height was reduced from 6.23 metres to 5.1 metres, which staff considered to be supportable.

A final version of the development proposal was subsequently submitted, together with an application for minor variance. The application notes that both the agent and the homeowner prefer the garage height as originally designed, citing the desire to match the architectural character of the principal dwelling and achieve an improved aesthetic outcome.

The subject property is designated as Rural Lands as per Schedule A of the United Counties of Leeds and Grenville Official Plan, designated as Rural Residential in the Municipality of North Grenville Official Plan. The subject lot is zoned Rural Residential – exception zone (RR) with respect to the Comprehensive Zoning By-law 50-12.

The Property

- The subject property is located in a plan of subdivision off County Road 43 and east of Highway 416.
- The subject property is located within Lot 8, Concession 7 of the geographic Township of South Gower.
- The property has a frontage and depth of 61 metres and 93 metres respectively. The area is indicated as 5,665.6 m² (1.4 acres).
- Surrounding land uses are predominantly rural residential with some traditional rural lands located to the east.

Analysis

Provincial Policy Statement

The Provincial Planning Statement 2024 (PPS) provides overarching policies for growth and development in Ontario. While largely silent on this type of application, the subject

lands are not located within any identified natural or human-made hazard area or natural heritage area.

United Counties of Leeds and Grenville Official Plan

The subject site is designated as Rural Lands pursuant to Schedule “A” of the Counties’ Official Plan. Although the United Counties’ Official Plan does not prescribe specific height limits for accessory structures, Section 3.1 – Rural Area provides policy direction that development be compatible with the rural character and scale of surrounding uses. The proposed variance is considered consistent with this intent.

Staff are of the opinion that the proposed variance is supported by the Rural Lands policies of the United Counties’ Official Plan.

North Grenville Official Plan

With respect to the Official Plan of the Municipality of North Grenville, the subject lot is designated Rural Residential pursuant to Section 3.1, which limits the scale and form of development permitted.

The proposal conforms with Section 3.1, as the requested height variance maintains low-density residential use and is compatible with the rural character contemplated by the Rural Residential designation.

In the opinion of staff, the subject application is consistent with North Grenville’s Official Plan policies.

Comprehensive Zoning By-law 50-12

The subject property is within the Rural Residential (RR) Zone as per Land Use Schedule “A-4” of the Comprehensive Zoning By-law.

The applicant is requesting an increase to the maximum permitted height from 4.5 metres to 5.1 metres, representing a 0.5-metre increase over the current zoning standard for accessory dwellings in a residential area.

Staff are of the opinion that the requested variances are in keeping with the Municipal Zoning By-law.

The Four Tests

Minor Variances must satisfy the four tests as outlined in the *Planning Act* to be permitted. It is the opinion of Staff that the four tests are met in the following ways:

- 1) The application is minor in nature: The request seeks an increase in the height of the accessory structure to 5.1 metres, representing an increase of approximately 0.5 metres (just under two feet).
- 2) The application meets the intent of the Zoning By-law: Except for the requested height relief, the proposal complies with all applicable zone standards and meets the intent of the Zoning By-law.
- 3) The application meets the intent of the Official Plan: The proposed accessory structure is not expected to result in visual impacts that would detract from the existing rural character or surrounding open space.
- 4) The application is appropriate and represents good land use planning. Other than the proposed height increase, the structure complies with all applicable zoning provisions and maintains conformity with the Official Plan.

Relevance to Strategic Priorities

Strategic Pillar	Pillar #2 - A Strong, Connected, and Vibrant Community
Goal	Goal #2.3 - Build and Grow in a Connected Way
Key Action	Action #2.3.3 - Promote development policies that incorporate connectivity and coordination with the surrounding area

Existing Policy/By-Law

- Comprehensive Zoning By-law 50-12
- Municipal Official Plan (2018)
- United Counties Official Plan (2016)
- Provincial Policy Statement (2020)

Options and Discussion

1. Approve the recommendation
2. Do not approve the recommendation

Financial Impact

This item has been identified in the current budget: Yes No N/A

This item is within the budgeted amount: Yes No N/A

Staffing implications, as they relate to implementing Council’s decision on this matter, are limited to the existing staff complement and applicable administrative policies as

approved by Council.

Public Input

This application has been circulated to all persons and agencies prescribed by the *Planning Act* regulations. At the time this report was written the Municipality had not received any public comments.

Internal/External Consultation

Public agencies are circulated in accordance with the Planning Act.

Comments received after the report is published will be circulated to members of the Committee and summarized at the public hearing.

Planning Division circulates all Planning Act applications internally for further review by Municipal Departments and comments have been incorporated into the report. At the time of writing, the following had been received:

- A no comment email from Public Works.

Any comments received after the report will be circulated to members of the Committee.

Communications

Implementing the decision of the Committee is subject to the provisions of the Planning Act and will not require further communication resources to implement the decision of the Committee.

Conclusion

The proposed development satisfies the four tests for a minor variance under the Planning Act. The variance is minor in nature, maintains the general intent and purpose of the Zoning By-Law and the Official Plan, and is desirable for the appropriate development and use of the land. Accordingly, staff recommend that the application be approved. Staff are of the opinion that no conditions are required to be imposed on the approval of this application.

Attachments

- Attachment 1 – Subject Property / Official Plan Designation
- Attachment 2 – Zoning
- Attachment 3 – Site Plan

A-03-26

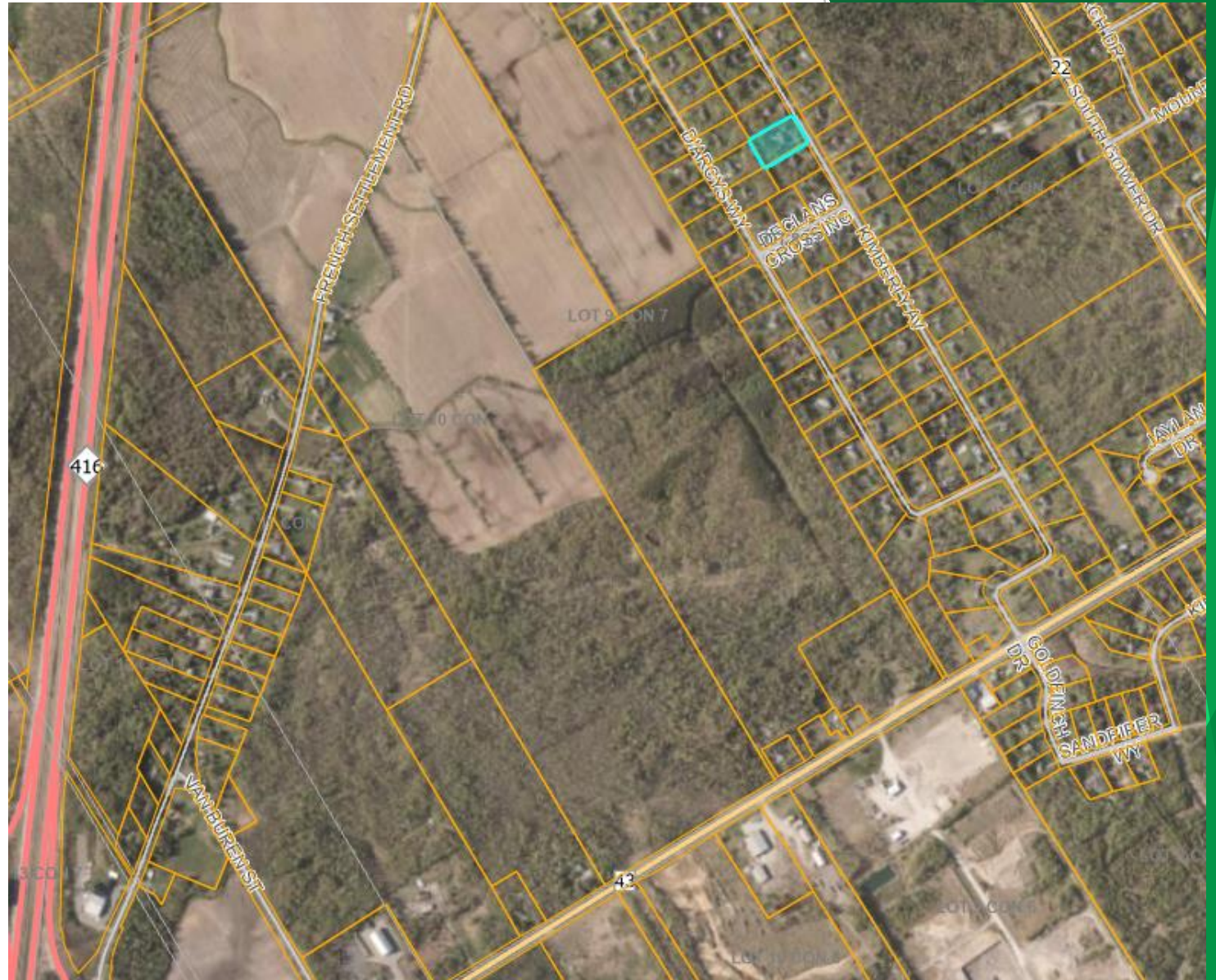
450 Main Street

April 15, 2026

Minor Variance Request

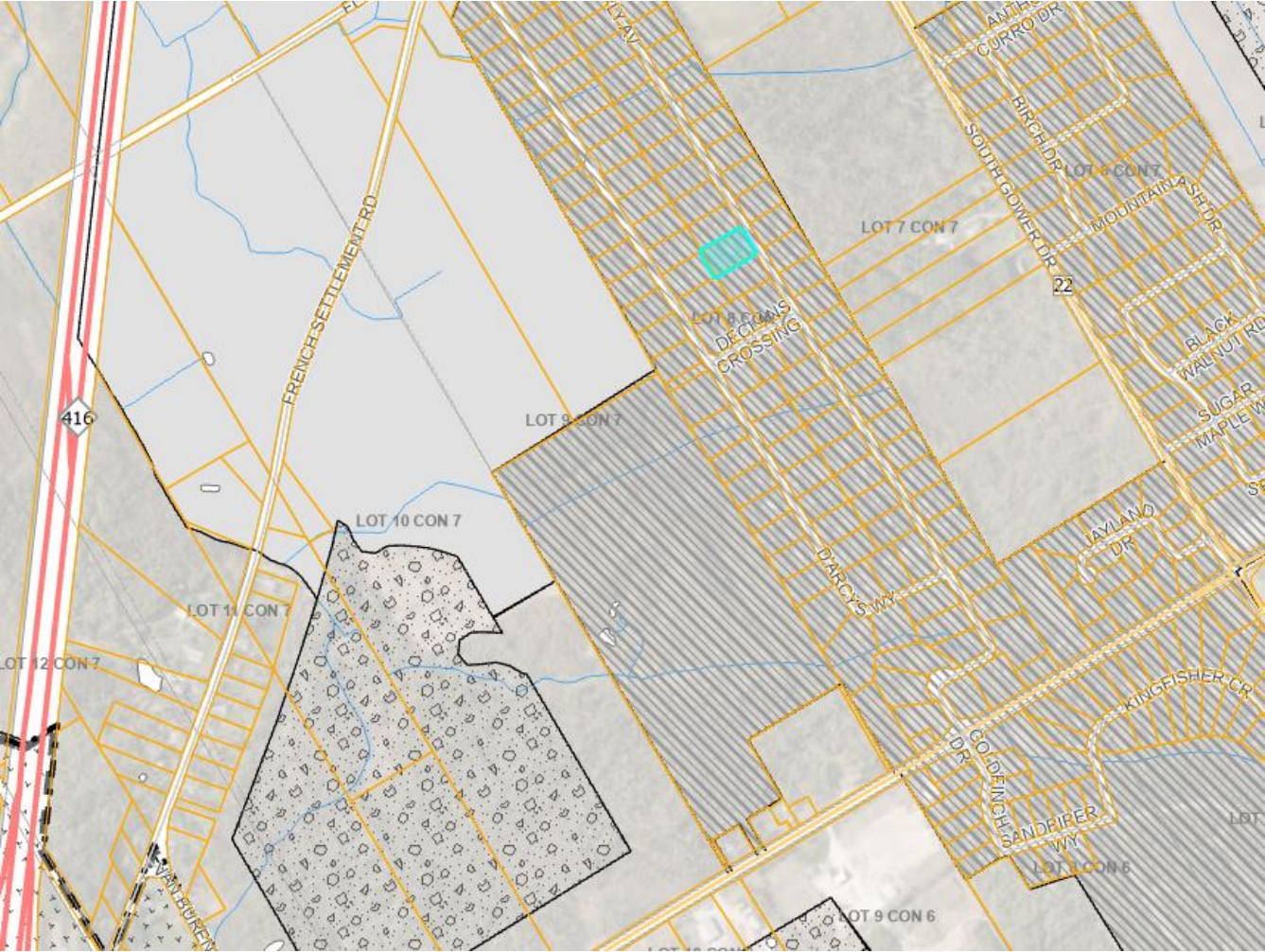
- ▶ **To increase the maximum height of an accessory structure from 4.5 metres to 5.1 metres.**

Property Location / Aerial Image



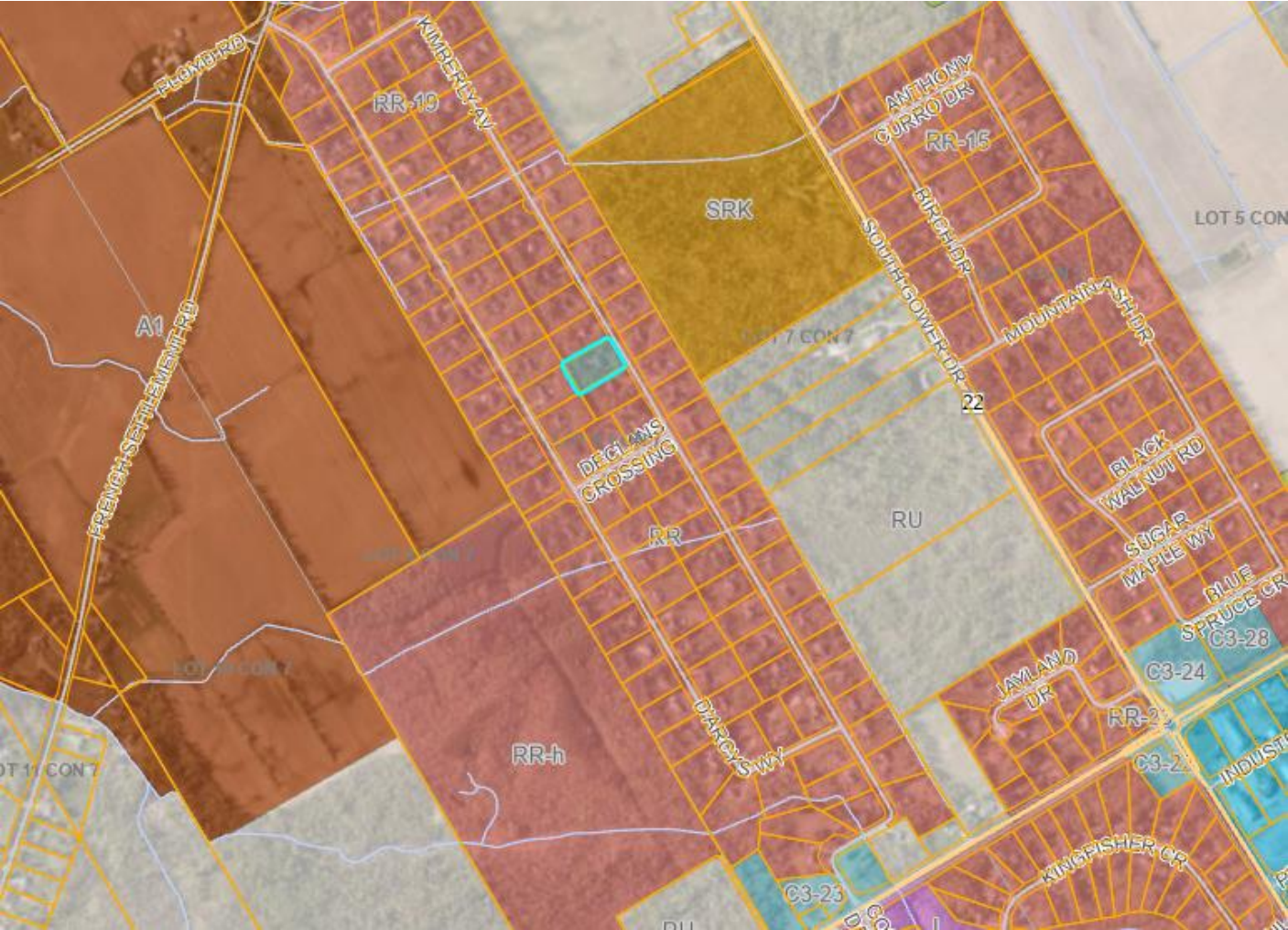
Department: Planning and Development

North Grenville Official Plan



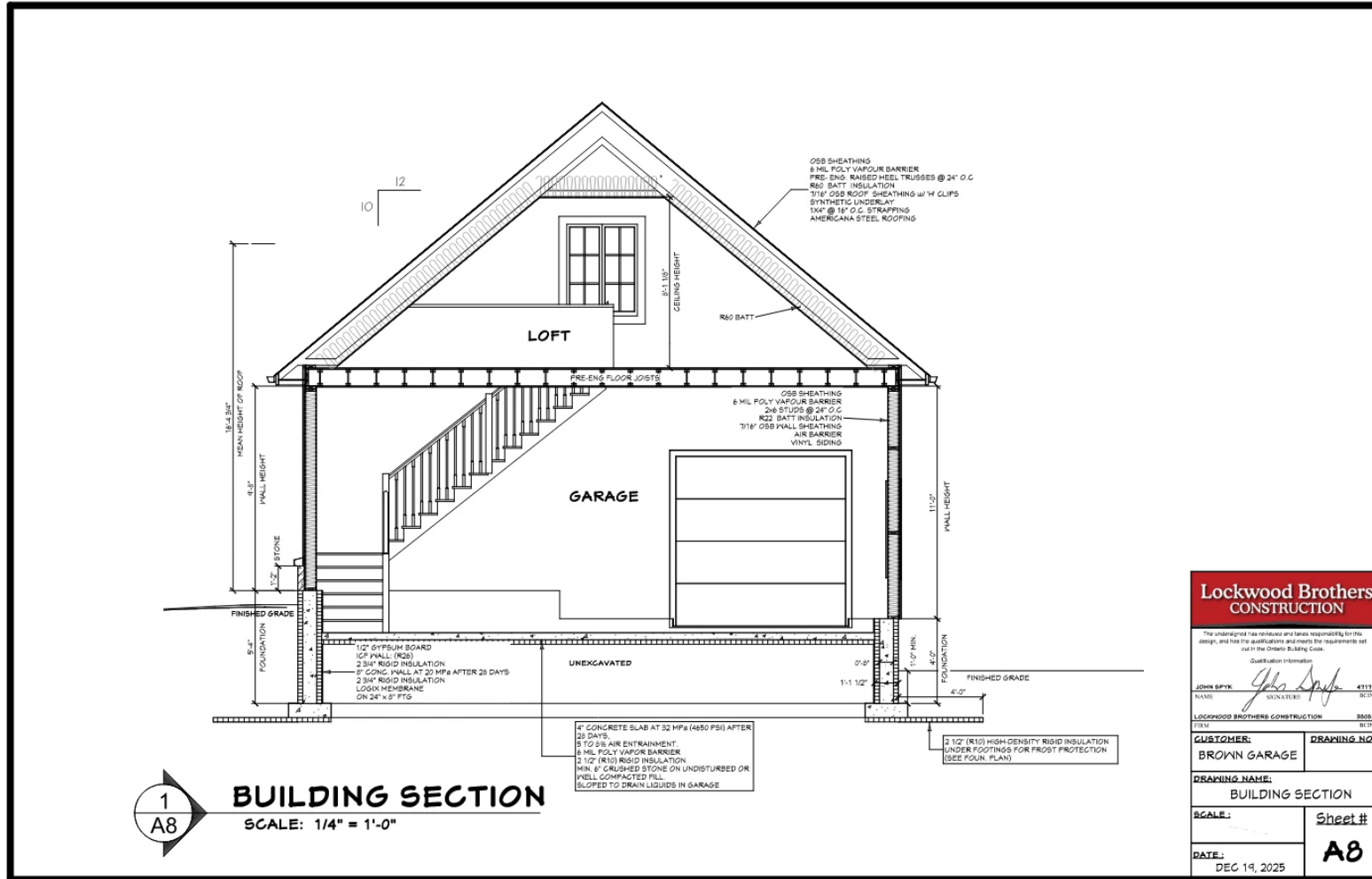
Department: Planning and Development

North Grenville Zoning



Department: Planning and Development

Building Section



Department: Planning and Development

Site Development Considerations

- ▶ **The property is zoned Rural Residential (RR) according to By-Law 50-12.**
- ▶ **Surrounding land uses are predominantly rural residential with some traditional rural lands located to the east.**
- ▶ **Pre-consultation identified that the proposal exceeds the maximum permitted accessory building height, and despite revisions, the height remains non-compliant.**

Conditions not required

- ▶ **Staff are of the opinion that no conditions are required to be imposed on the approval of this application.**

Comments Received

- ▶ **The Public Works Department provided an email of no comment.**

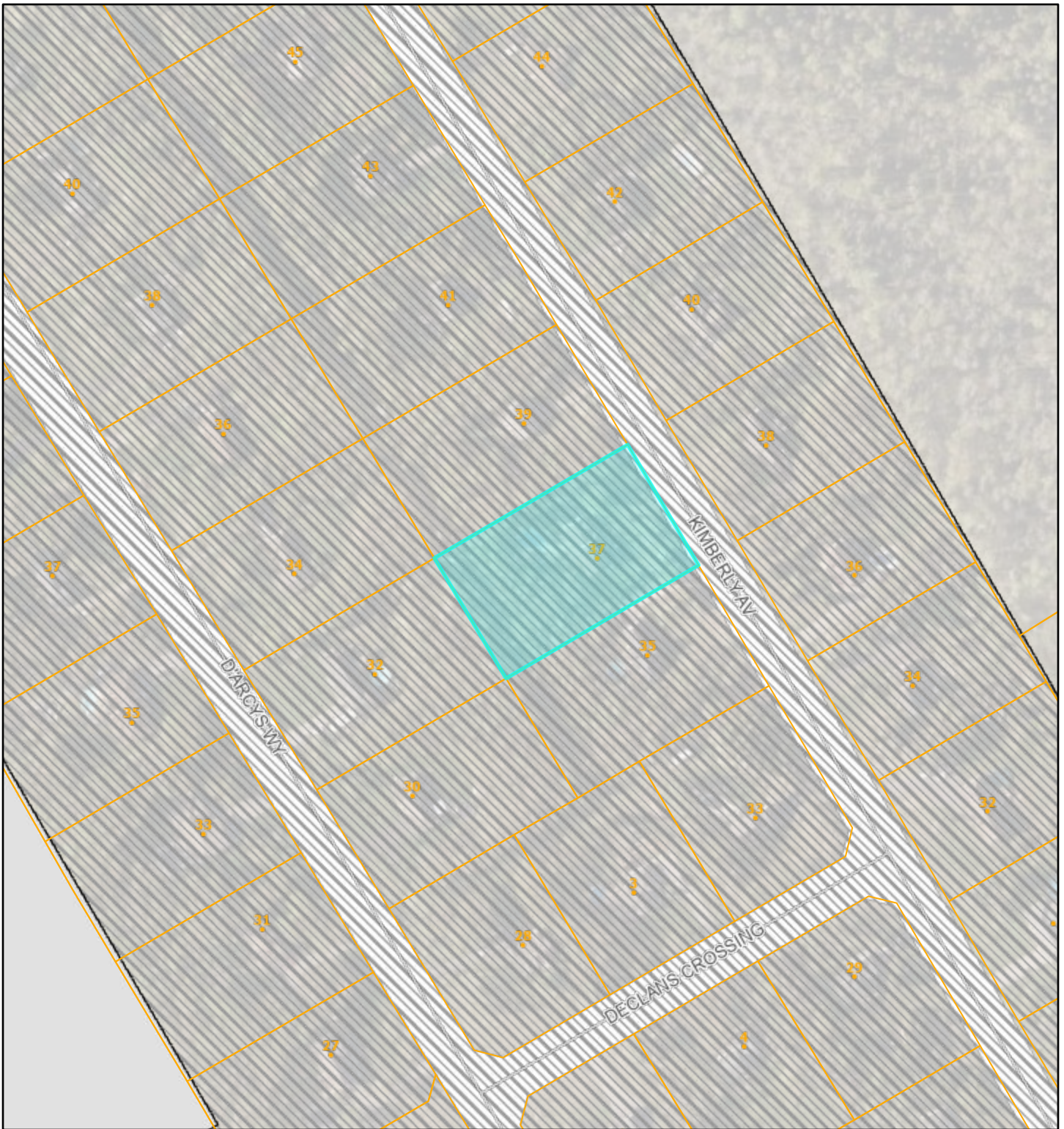
Staff recommend supporting the proposed variance

- ▶ **The request seeks an increase in height of approximately 0.5 metres (just under two feet).**
- ▶ **Except for the requested height relief, the proposal complies with all applicable zone standards and meets the intent of the Zoning By-law.**
- ▶ **The proposed accessory structure is not expected to result in visual impacts that would detract from the existing rural character or surrounding open space.**
- ▶ **The application is appropriate and represents good land use planning.**

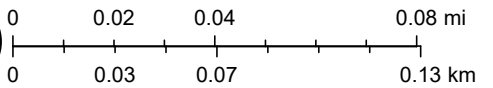
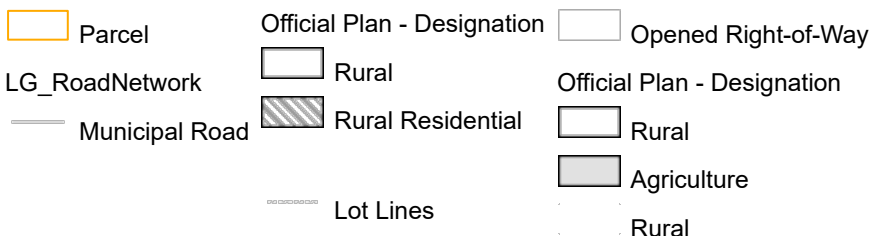
Recommendation

- ▶ **To provide relief from Section 6.1.7 to increase the maximum height of an accessory structure from 4.5 metres to 5.1 metres because the requested variance is minor, the intent of the Comprehensive Zoning By-law and Official Plan are being maintained, and the accessory structure height increase is desirable and appropriate in the Rural Residential Designation.**

37 Kimberly Ave - OP Land Use

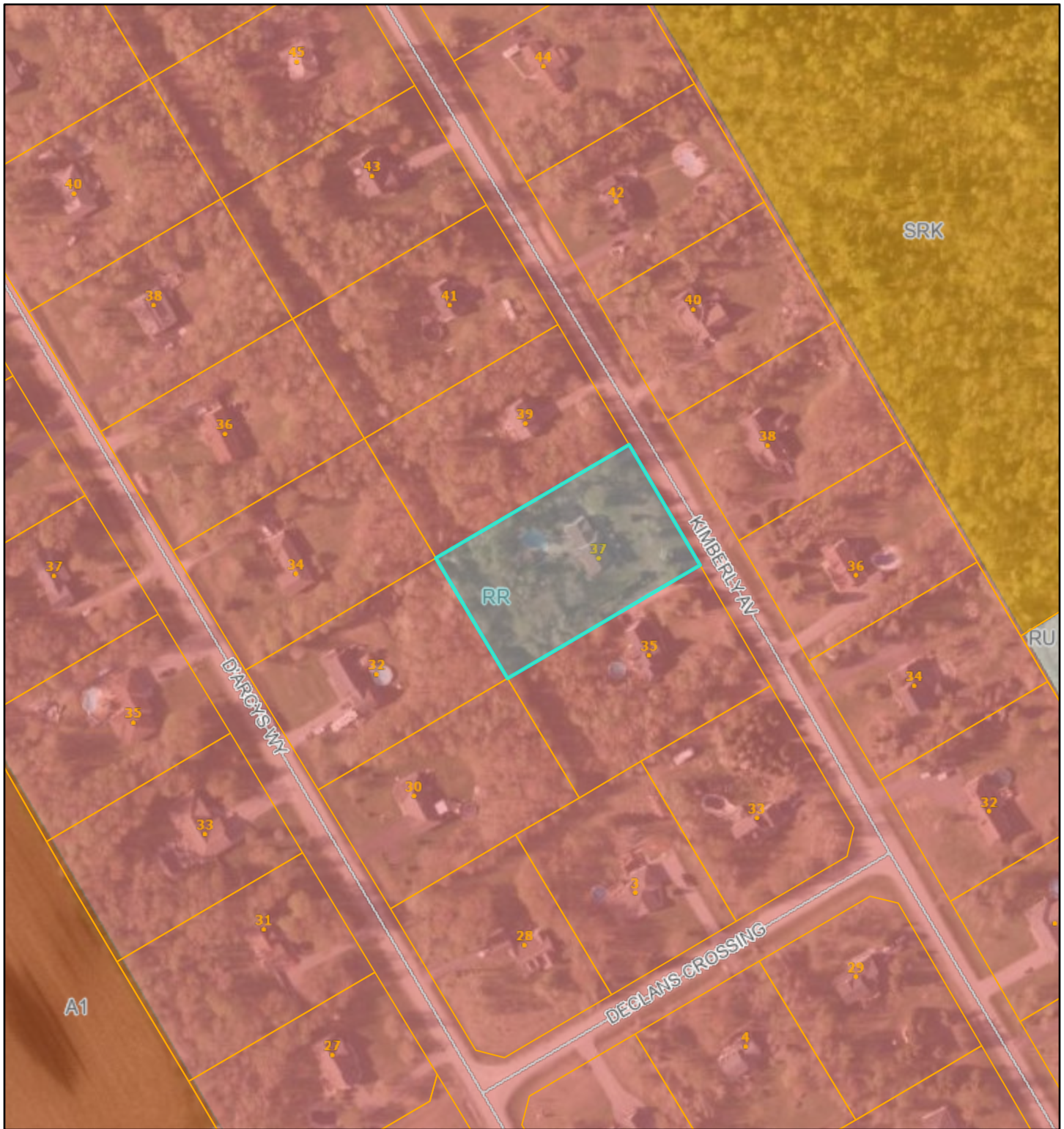


2026-03-31, 2:21:09 p.m.

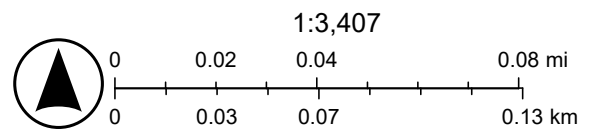
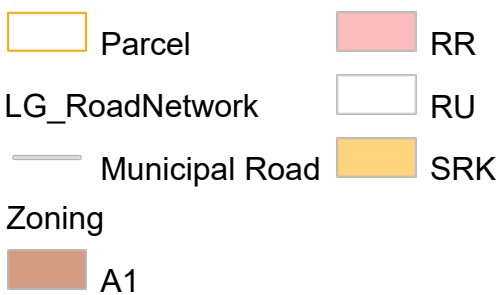


Teranet Inc., Municipal Property Assessment Corporation (MPAC), and Geographic Information System (GIS) the United Counties of Leeds and Grenville., Natural Resources and Forestry, United Counties of Leeds and Grenville, United Counties of Leeds and Grenville

37 Kimberly Ave - Zoning




2026-03-31, 2:20:33 p.m.



Teranet Inc., Municipal Property Assessment Corporation (MPAC), and Geographic Information System (GIS) the United Counties of Leeds and Grenville., Natural Resources and Forestry, United Counties of Leeds and Grenville



Please note that renderings are for illustration purposes only and may not reflect exact choices & inclusions in project contract.

Lockwood Brothers CONSTRUCTION	
The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.	
Qualification Information	
JOHN SPYK NAME	41179 BCIN
	
LOCKWOOD BROTHERS CONSTRUCTION FIRM	98098 BCIN
CUSTOMER:	DRAWING NO.
BROWN GARAGE	
DRAWING NAME:	
SCALE:	Sheet #
1/8" = 1'-0"	A1
DATE:	
DEC 19, 2025	

OWNER & BUILDER'S NOTE

THESE PLANS SHALL NOT BE USED FOR CONSTRUCTION UNTIL STAMPED AND SIGNED BY A QUALIFIED DESIGNER & THE LOCAL BUILDING DEPARTMENT. THE BUILDER IS EXPECTED TO FOLLOW THESE PLANS, APPLICABLE BUILDING CODES AND LOCAL ORDINANCES. HE SHALL VERIFY THAT SITE CONDITIONS ARE CONSISTENT WITH THESE PLANS BEFORE STARTING CONSTRUCTION. WHILE THESE PLANS ARE DRAWN TO SHOW THE PROPOSED WORK AS ACCURATELY AS POSSIBLE, SCHEMATIC DETAILS MAY BE USED IN SOME CASES FOR CLARITY. WORK NOT SPECIFICALLY DETAILED SHALL BE CONSTRUCTED TO THE SAME QUALITY AS SIMILAR WORK THAT IS DETAILED.

WRITTEN DIMENSIONS AND SPECIFIC NOTES SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS AND GENERAL NOTES. THE DESIGNER SHALL BE CONSULTED FOR CLARIFICATION IF SITE CONDITIONS ARE ENCOUNTERED THAT ARE DIFFERENT THAN SHOWN, IF DISCREPANCIES ARE FOUND IN THE PLANS OR NOTES, OR IF A QUESTION ARISES OVER THE INTENT OF THE PLANS OR NOTES.

THE DESIGNER ASSUMES NO RESPONSIBILITY FOR SCHEDULING, FABRICATION, CONSTRUCTION TECHNIQUES OR MATERIALS, OR QUANTITIES USED IN THE WORK. THE DESIGNER ASSUMES NO RESPONSIBILITY FOR FIELD CHANGES, SITE VARIANCES OR DISCREPANCIES NOT BROUGHT TO HIS/HER ATTENTION FOR CLARIFICATION

THE INFORMATION SHOWN ON THIS

SITE PLAN WAS PROVIDED BY THE

OWNER. FIELD SURVEY OR

VERIFICATION WAS NOT MADE.

OWNER:

PROJECT ADDRESS:

JURISDICTION:

ZONING:

APN:

SITE AREA:

PERMIT #:

SOIL PARAMETERS:

BASED ON SOILS INDIGENOUS TO THE AREA:
BEARING PRESSURE - 1600 PSF
LATERAL ACTIVE PRESSURE 35 PSF
FLUID EQUIVALENT
SOIL-CONCRETE COEFFICIENT 0.35
SOIL PROFILE SD

EXTERIOR FINISH NOTES

EXTERIOR FINISH TO BE SIDING AND TYPAR OVER 7/16 OSB. MATERIAL AND COLOR BY OWNER.

ROOFING TO BE LIGHT WEIGHT SHINGLES OVER 5/8" OSB w/ H CLIPS

CHIMNEY HEIGHT SHALL BE DETERMINED USING A 10' RADIUS PLANE AND SHALL BE 2' HIGHER THAN ANY ROOF SURFACE 10' FROM THE CHIMNEY.

DOWNSPOUTS TO BE COLLECTED AND ROOF RUN OFF TO BE DIRECTED AWAY FROM STRUCTURE.

FINISH GRADE SHALL SLOPE AWAY FROM STRUCTURE MIN. 1/2" PER FOOT OF RUN FOR 4' MIN.

WINDOWS AND GLAZING

WINDOWS SHALL BE DOUBLE PANE WITH VINYL FRAMES AND CONFORM TO CAN/CSA-A440 MANUFACTURER AND COLOR TO BE DETERMINED BY OWNER.

EVERY BEDROOM SHALL BE PROVIDED WITH AN EGRESS WINDOW WITH FINISH SILL HEIGHT NOT GREATER THAN 39" ABOVE THE FINISH FLOOR HEIGHT (EXCLUDING BASEMENTS) AND SHALL HAVE A MINIMUM OPENABLE AREA OF 3.8 SQ. FT. EGRESS WINDOWS SHALL NOT HAVE AN OPENABLE AREA LESS THAN 15" WIDE OR 24" HIGH.

SAFETY GLAZING SHALL BE PROVIDED IN DOORS AND ENCLOSURES FOR HOT TUBS, WHIRLPOOLS, SAUNAS, STEAM ROOMS, BATHTUBS, AND SHOWERS.

ALL EXTERIOR DOORS AND WINDOWS SHALL BE FINISHED WITH WEATHER RESISTANT COATINGS AND WEATHER STRIPPED.

GENERAL NOTES

ALL WORK SHALL BE DONE IN ACCORDANCE WITH 2024 ONTARIO BUILDING CODE AND LOCAL CODES.

FOUNDATION AND TRUSS DESIGN SHALL BE VERIFIED BY A QUALIFIED ENGINEER FOR COMPLIANCE WITH SITE REQUIREMENTS.

DIMENSIONS AND NOTES SHALL TAKE PRECEDENCE OVER THE SCALING OF DRAWINGS.

WALL DIMENSIONS ARE TO THE EXTERIOR OF FRAMING UNLESS NOTED OTHERWISE.

LUMBER COMING IN CONTACT WITH CONCRETE OR MASONRY SHALL BE TREATED OR PROTECTED WITH AN APPROVED VAPOR BARRIER.

CONTINUOUS CONTACT WITH THE GROUND SHALL BE TREATED TO A MINIMUM OF .60 CCA.

ALL FRAMING LUMBER TO BE #2 OR BETTER DF OR EQUIVALENT, UNLESS NOTED OTHERWISE.

EXTERIOR AND INTERIOR MATERIALS AND FINISHES TO BE DETERMINED BY OWNER.

ALL REQUIRED SMOKE ALARMS NEED A VISUAL COMPONENT.

BLOCKING FOR NON-LOAD BEARING INTERIOR WALLS PARALLEL TO FLOOR JOISTS SHALL BE MIN. 2x4 @ 4'-0" O.C.

BUILDING PERFORMANCE

HEAT LOSS CALCULATIONS SHALL COMPLY WITH THE REQUIREMENTS OF REGIONAL AND LOCAL CODES. SEE CALCULATIONS.

PORCHES AND GARAGE AREAS NOT INCLUDED IN LIVING AREA.

ALL EXHAUST FANS TO BE VENTED DIRECTLY TO THE EXTERIOR.

ALL PENETRATIONS OF THE BUILDING ENVELOPE SHALL BE SEALED WITH POLYURETHANE FOAM.

ALL COMBUSTION APPLIANCES WILL BE VENTED DIRECTLY TO THE EXTERIOR.

FURNACE FIREBOX SHALL HAVE OUTSIDE COMBUSTION AIR SUPPLY PURSUANT TO REGIONAL AND LOCAL CODES.

ATTIC ACCESS SHALL BE:

A MINIMUM OF 22" X 36". THERE SHALL BE 30" MIN. CLEARANCE AT OR ABOVE THE OPENING.

LOCATED IN A CORRIDOR, HALLWAY OR OTHER READILY ACCESSIBLE LOCATION. ATTICS WITH A MAXIMUM VERTICAL HEIGHT OF LESS THAN 30" WILL NOT REQUIRE ACCESS OPENINGS

HATCHWAYS TO ATTIC OR ROOF SPACES SHALL BE FITTED WITH DOORS OR COVERS

VENTILATION:

WHERE INSULATION IS INSTALLED BETWEEN A CEILING AND THE UNDERSIDE OF THE ROOF SHEATHING, A SPACE SHALL BE PROVIDED BETWEEN THE INSULATION AND THE SHEATHING, AND VENTS SHALL BE INSTALLED TO PERMIT THE MOVEMENT OF AIR FROM THE SPACE TO THE EXTERIOR.

ATTIC SHALL HAVE VENTILATION EQUAL TO 1 SQ. FOOT PER 150 SQ. FEET OF ATTIC SPACE. VENTILATION SHALL BE PROTECTED FROM SNOW AND RAIN. OPENINGS SHALL BE LOCATED TO PROVIDE CROSS VENTILATION.

UNDER FLOOR SPACES SHALL HAVE VENTILATION EQUAL TO ONE SQ. FOOT PER 150 SQ. FEET OF FLOOR SPACE. VENTS SHALL BE CAST INTO THE CONCRETE STEM WALLS AND COVERED WITH GALVANIZED WIRE SCREEN. VENTS SHALL BE LOCATED TO PROVIDE CROSS VENTILATION.

RAILING NOTES:

STAIRWAYS SHALL HAVE A MIN. WIDTH OF 35" MEASURED BETWEEN WALL FACES OR GUARDS.

TREADS SHALL HAVE A MIN. TREAD OF 11" AND MIN. RUN OF 10". STAIR TREADS MUST BE UNIFORM AND CAN NOT VARY FROM THE LARGEST TO THE SMALLEST BY MORE THAN 1/4".

STAIRWAYS SHALL HAVE MIN. 6'-5" OF HEADROOM AT THE NOSE OF THE STAIR.

STAIRWAYS SHALL HAVE AT LEAST ONE HANDRAIL LOCATED 34" TO 38" ABOVE THE NOSING OF TREADS AND LANDINGS. THE HAND GRIP PORTION OF HANDRAILS SHALL NOT BE LESS THAN 1-1/2" OR GREATER THAN 2" IN CROSS-SECTIONAL DIMENSION.

HANDRAILS SHALL BE CONTINUOUS THE FULL LENGTH OF THE STAIRS. THE ENDS OF HANDRAILS SHALL RETURN TO WALL OR TERMINATE INTO A NEWEL POST OR SAFETY TERMINAL.

STAIRWAYS HAVING LESS THAN 2 RISERS DO NOT REQUIRE A HAND RAIL.

36" MIN. HEIGHT GUARDRAILS SHALL BE PROVIDED FOR AT PORCHES, DECKS, BALCONIES, STAIRWAYS AND LANDINGS WHERE THE ADJACENT SURFACE IS MORE THAN 24" BELOW.

RAILING AND GUARDRAIL BALUSTER SPACING SHALL BE NO GREATER THAN 4".

THE TRIANGULAR OPENINGS FORMED BY THE RISER, TREAD, AND BOTTOM OF GUARDRAIL SHALL NOT ALLOW A 4" DIAMETER SPHERE TO PASS THROUGH.

MIN. 77" HEADROOM HEIGHT OVER LANDINGS AS PER O.B.C. 9.8.6.4.(1)

DOORS

DOORS BETWEEN GARAGE AND LIVING AREA SHALL BE 1-3/4" TIGHT FITTING SOLID CORE DOORS WITH A RATING OF 20 MINUTES. DOOR SHALL BE SELF CLOSING.

MAIN ENTRANCE DOORS TO DWELLING UNITS SHALL BE PROVIDED WITH, A DOOR VIEWER OR TRANSPARENT GLAZING IN THE DOOR, OR A SIDELIGHT

INTERIOR DOORS TO BE PRE-PRIMED MDF. STYLE AND FINISH BY OWNER.

GARAGE DOORS TO BE SECTIONAL, OVERHEAD DOORS, MATERIALS AND FINISH TO BE DETERMINED BY OWNER.

							DOOR SCHEDULE		
NUMBER	QTY	FLOOR	WIDTH	HEIGHT	R/O	DESCRIPTION	AREA, ACTUAL (SQ FT)	COMMENTS	
D01	2	1	120"	120"	123"X122"	GARAGE-GARAGE DOOR P03	100	R16	
D02	1	1	36"	80"	39"X83 3/4"	EXT. HINGED-DOOR E02	20		
D03	1	1	46"	96"	49"X98"	GARAGE-GARAGE DOOR P03	64		
TOTALS:							284		

							WINDOW SCHEDULE		
NUMBER	QTY	FLOOR	SIZE	WIDTH	HEIGHT	R/O	DESCRIPTION	AREA, ACTUAL (SQ FT)	COMMENTS
W01	3	1	21040	34"	48"	35"X49"	SINGLE CASEMENT-HL	11.33	
W02	2	2	3646	42"	54"	43"X55"	DOUBLE CASEMENT-LHL/RHR	15.75	
TOTALS:								65.41	

NOTES: DOUBLE PANE WINDOWS / DOORS GRIDS AS PER ELEVATIONS

REVISIONS		DATE
1.	JOB MEETING REVISIONS	JAN 09/26
2.	BUILDING REVISED: 11' WALL, 10/12 PITCH	JAN 27/26
3.	MB NOTES ADDED	JAN 27/26
4.	SEPTIC ADDED TO SITE PLAN	JAN 27/26
5.	ROOF THICKNESS REVISED	JAN 29/26
6.	INSULATION NOTES REVISED A4	FEB 02/26
7.		
8.		
9.		
10.		

Lockwood Brothers CONSTRUCTION

The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.

Qualification Information

JOHN SPYK		471174
NAME	SIGNATURE	BCIN
LOCKWOOD BROTHERS CONSTRUCTION		38088
FIRM		BCIN

CUSTOMER:	DRAWING NO.
BROWN GARAGE	

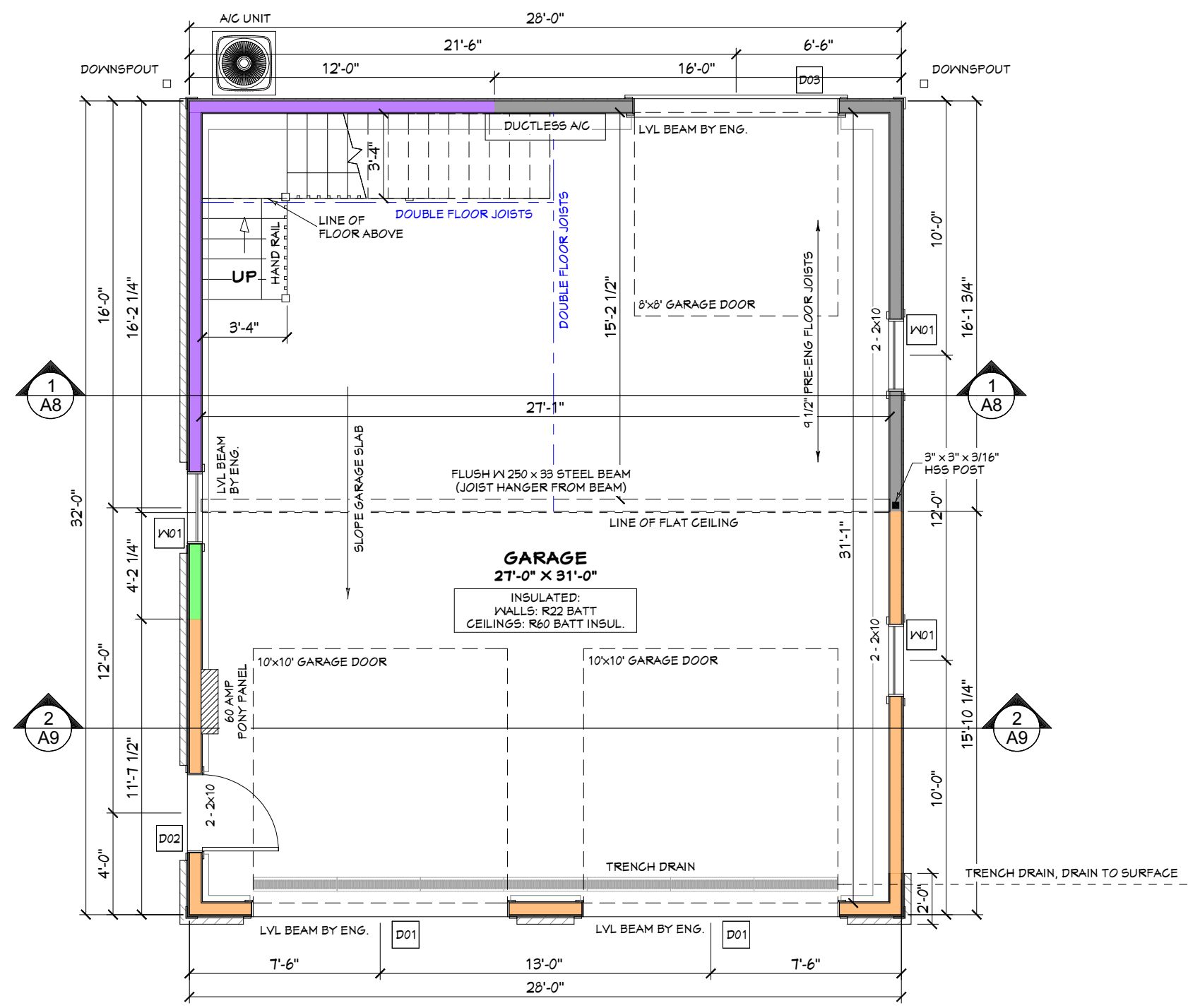
DRAWING NAME:
GENERAL NOTES

SCALE:	Sheet #
1/8" = 1'-0"	A2

DATE:	
DEC 19, 2025	

ALL OUTSIDE DIMENSIONS ARE FROM FRAMING

ALL INTERIOR DIMENSIONS ARE FROM FRAMING



DOOR SCHEDULE									
NUMBER	QTY	FLOOR	WIDTH	HEIGHT	R/O	R/O	DESCRIPTION	AREA, ACTUAL (SQ FT)	COMMENTS
D01	2	1	120"	120"	123"X122"		GARAGE-GARAGE DOOR P03	100	R16
D02	1	1	36"	80"	39"X83 3/4"		EXT. HINGED-DOOR E02	20	
D03	1	1	46"	46"	49"X48"		GARAGE-GARAGE DOOR P03	64	
TOTALS:								284	

WINDOW SCHEDULE										
NUMBER	QTY	FLOOR	SIZE	WIDTH	HEIGHT	R/O	R/O	DESCRIPTION	AREA, ACTUAL (SQ FT)	COMMENTS
W01	3	1	21040	34"	48"	35"X49"		SINGLE CASEMENT-HL	11.33	
W02	2	2	3646	42"	54"	43"X55"		DOUBLE CASEMENT-LHL/RHR	15.75	
TOTALS:								65.44		

LEGEND	
	9'-8" WALL HEIGHT
	11'-0" WALL HEIGHT TALL WALLS (SOLID BLOCKING @ 48" O.C.)
	11'-11 3/4" WALL HEIGHT TALL WALLS (SOLID BLOCKING @ 48" O.C.)
	10'-7 3/4" WALL HEIGHT TALL WALLS (SOLID BLOCKING @ 48" O.C.)

GROUND FLOOR PLAN - 896 SQ.FT.

Lockwood Brothers CONSTRUCTION

The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.

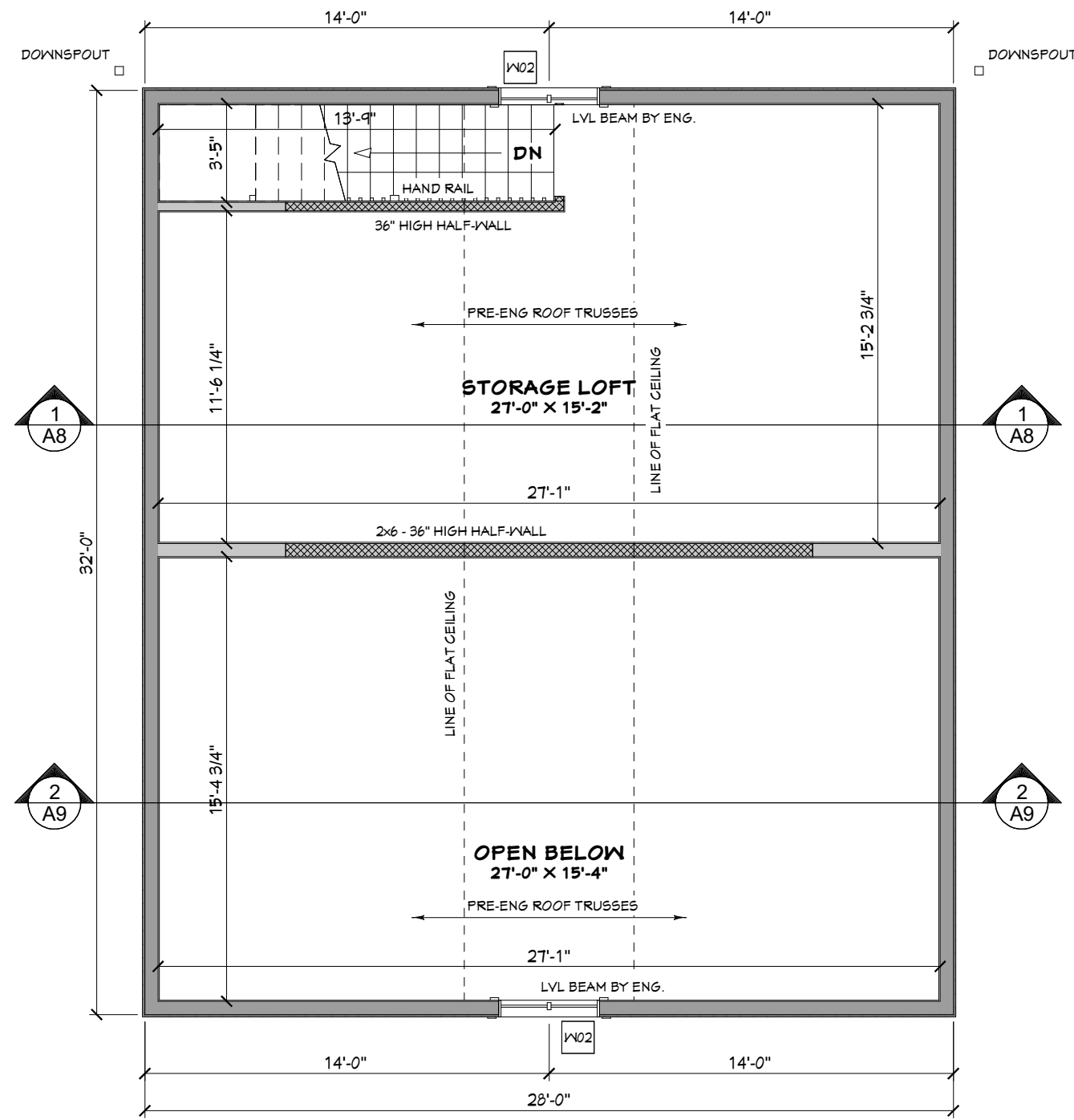
Qualification Information

NAME		47179
	SIGNATURE	BCIN
FIRM	LOCKWOOD BROTHERS CONSTRUCTION	38098
		BCIN

CUSTOMER: BROWN GARAGE	DRAWING NO.:
DRAWING NAME: GROUND FLOOR PLAN	
SCALE: 3/16" = 1'-0"	Sheet # A4
DATE: DEC 19, 2025	

ALL OUTSIDE DIMENSIONS ARE FROM FRAMING

ALL INTERIOR DIMENSIONS ARE FROM FRAMING



DOOR SCHEDULE									
NUMBER	QTY	FLOOR	WIDTH	HEIGHT	R/O	DESCRIPTION	AREA, ACTUAL (SQ FT)	COMMENTS	
D01	2	1	120"	120"	123"X122"	GARAGE-GARAGE DOOR P03	100	R16	
D02	1	1	36"	80"	39"X83 3/4"	EXT. HINGED-DOOR E02	20		
D03	1	1	96"	96"	99"X98"	GARAGE-GARAGE DOOR P03	64		
TOTALS:							284		

WINDOW SCHEDULE									
NUMBER	QTY	FLOOR	SIZE	WIDTH	HEIGHT	R/O	DESCRIPTION	AREA, ACTUAL (SQ FT)	COMMENTS
W01	3	1	21040	34"	48"	35"X49"	SINGLE CASEMENT-HL	11.33	
W02	2	2	3646	42"	54"	43"X55"	DOUBLE CASEMENT-LHL/RHR	15.75	
TOTALS:							65.41		

LOFT FLOOR PLAN - 452 SQ.FT.

Lockwood Brothers CONSTRUCTION

The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.

Qualification Information

JOHN SPYK *John Spyk* 47179
NAME SIGNATURE BCIN

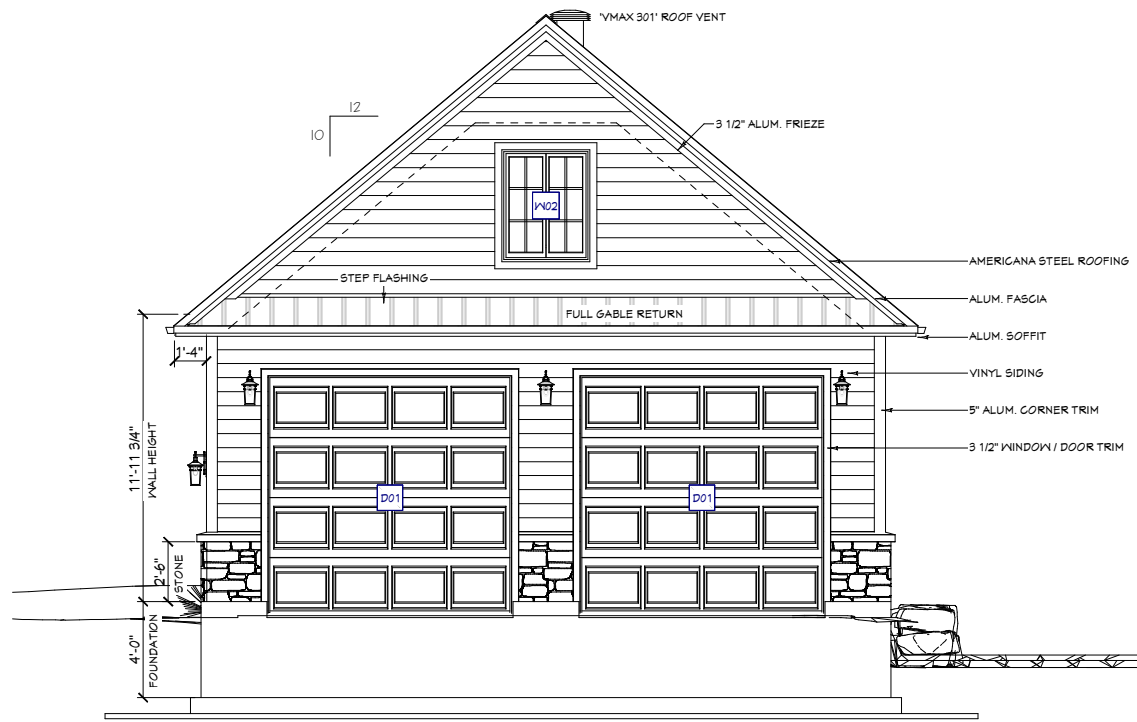
LOCKWOOD BROTHERS CONSTRUCTION 38098
FIRM BCIN

CUSTOMER: BROWN GARAGE
DRAWING NO.:

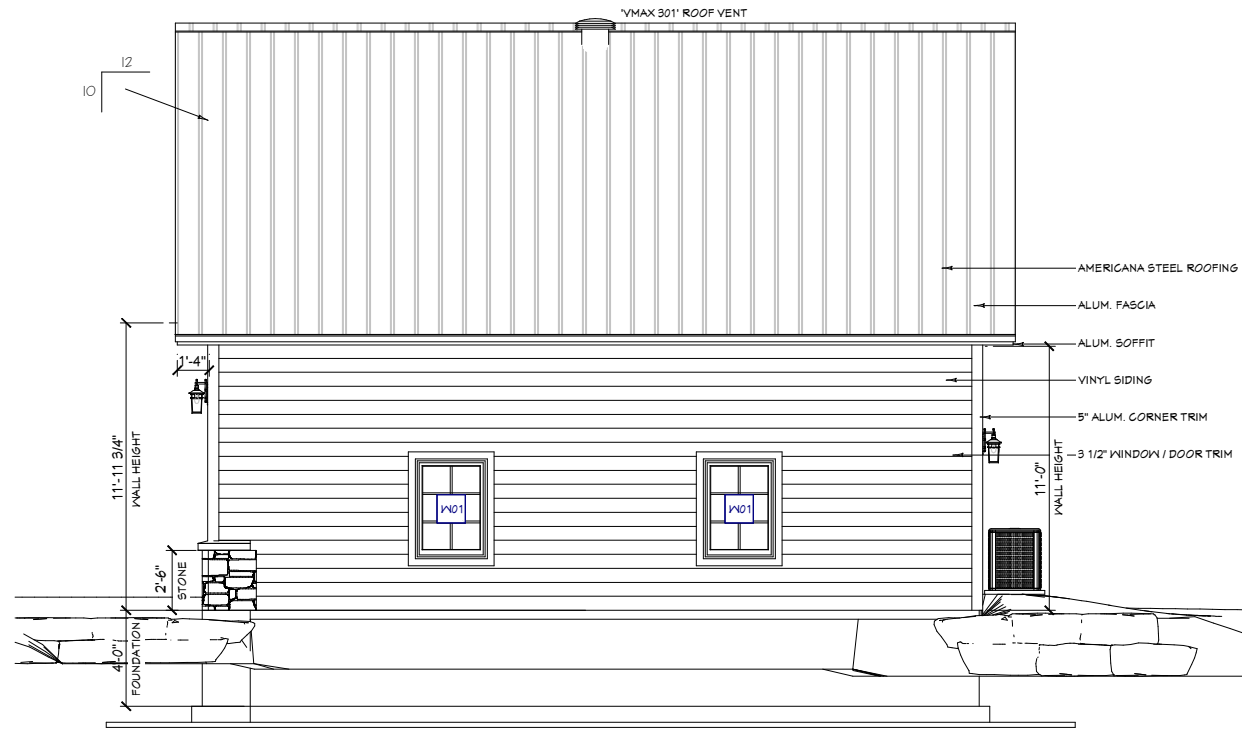
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SCALE: 3/16" = 1'-0"
Sheet # A5

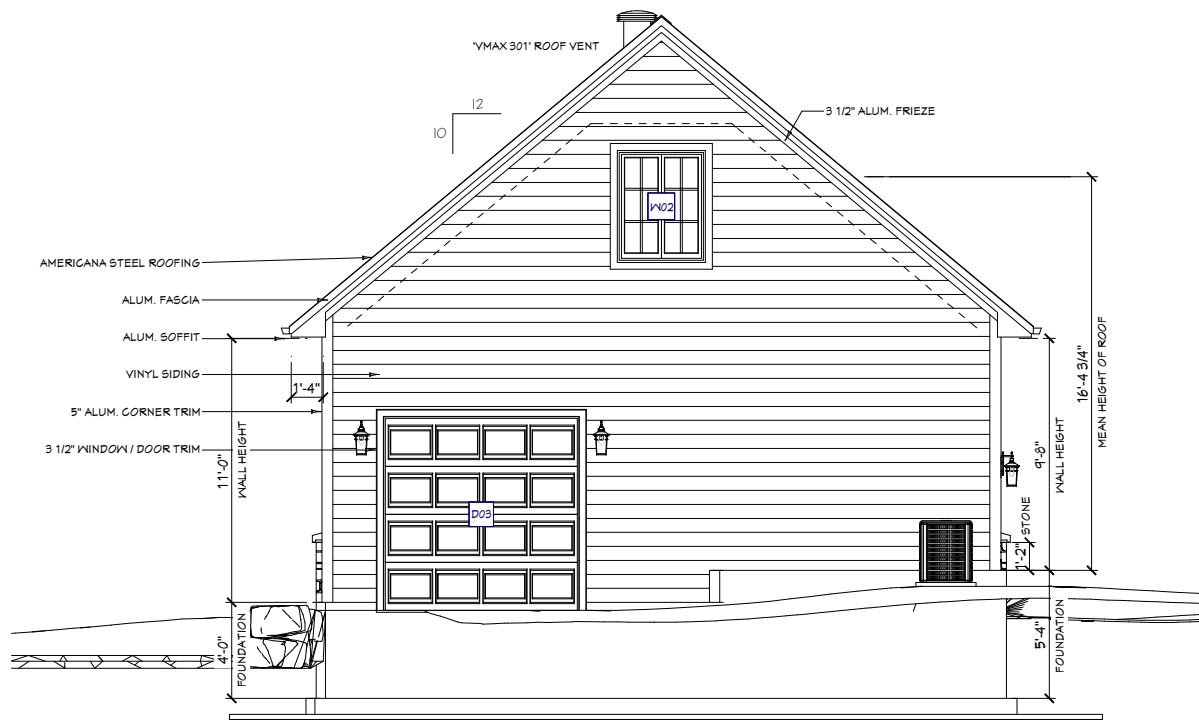
DATE: DEC 19, 2025



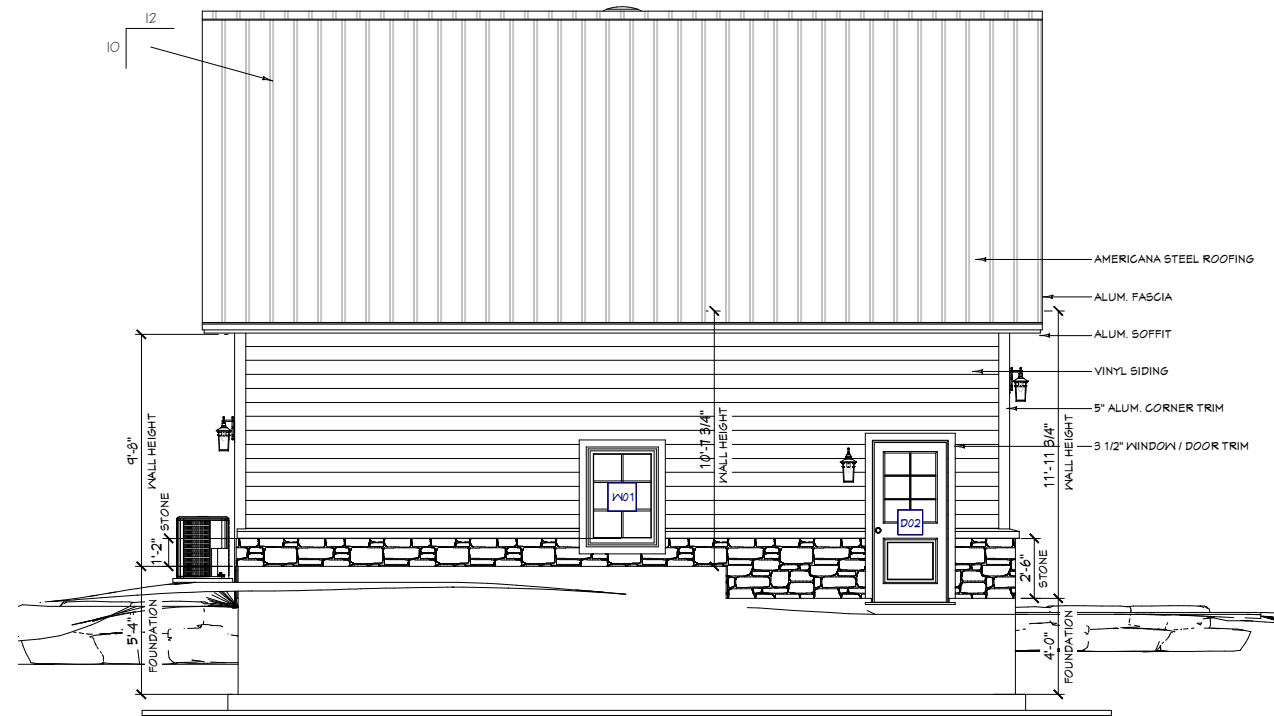
FRONT ELEVATION




RIGHT ELEVATION



REAR ELEVATION

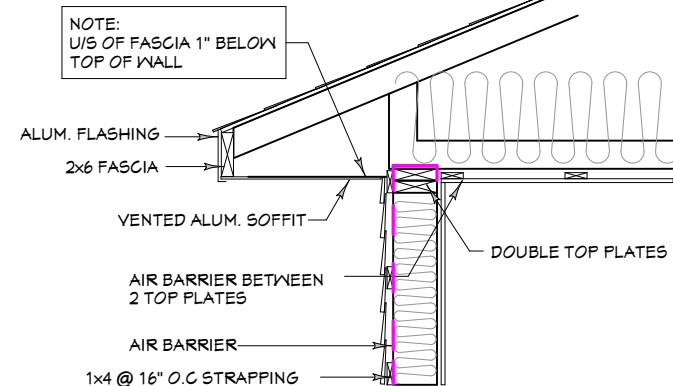


LEFT ELEVATION

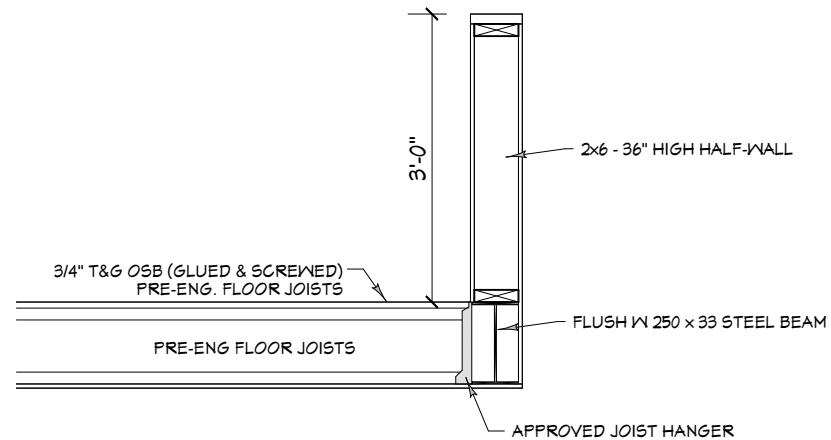
Lockwood Brothers CONSTRUCTION	
The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.	
Qualification Information	
JOHN SPYK NAME	471179 BCIN
	
LOCKWOOD BROTHERS CONSTRUCTION FIRM	38098 BCIN
CUSTOMER: BROWN GARAGE	DRAWING NO.
DRAWING NAME: ELEVATIONS	
SCALE: 1/8" = 1'-0"	Sheet # A6
DATE: DEC 19, 2025	

EAVE PROTECTION AS PER O.B.C. 9.26.5.1.(1)
900mm MUST BE INSTALLED STARTING FROM ROOF
EDGE WITH NOT LESS THAN 300mm FROM THE INSIDE
OF THE INNER FACE OF THE EXTERIOR WALL.

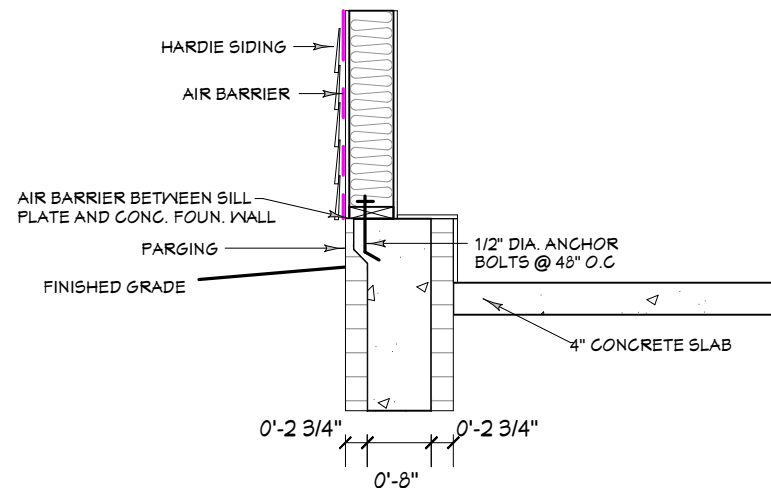
ROOF VENT:
MIN. UNOBSTRUCTED
AREA 1/300 OF INSULATED
CEILING AREA.



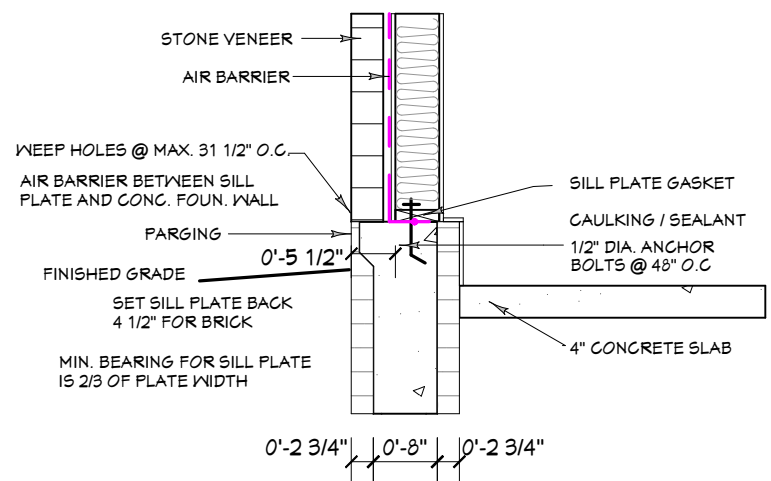
ROOF OVERHANG DETAIL



FLUSH STEEL BEAM DETAIL



GARAGE WALL DETAIL



GARAGE WALL w/ STONE VENEER DETAIL

**Lockwood Brothers
CONSTRUCTION**

The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.

Qualification Information

JOHN SPYK
NAME SIGNATURE 47179
BCIN

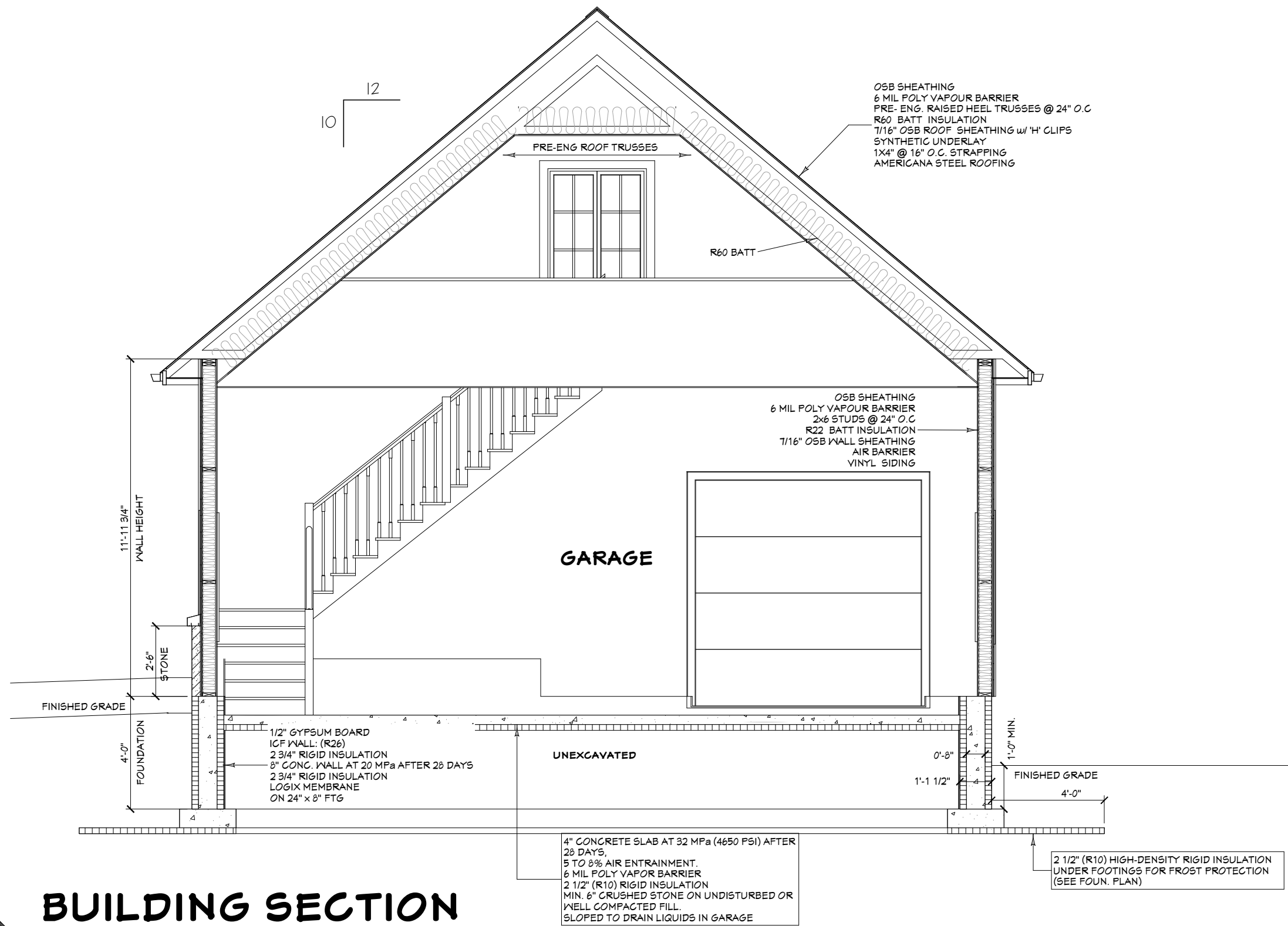
LOCKWOOD BROTHERS CONSTRUCTION 38088
FIRM BCIN

CUSTOMER: BROWN GARAGE
DRAWING NO.

DRAWING NAME: DETAILS


SCALE: Sheet #

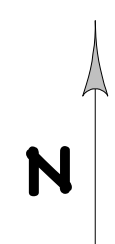
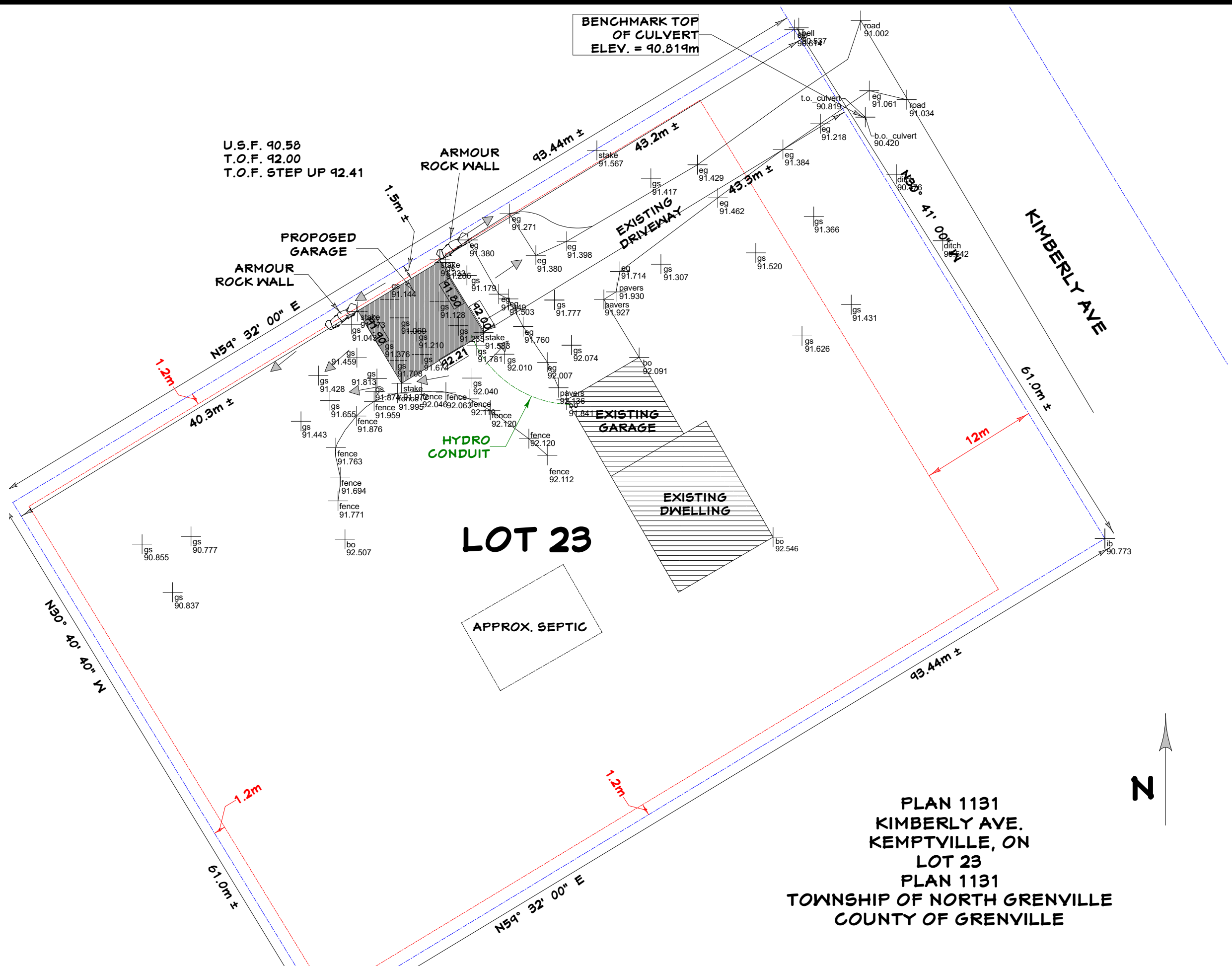
DATE: DEC 19, 2025
A7



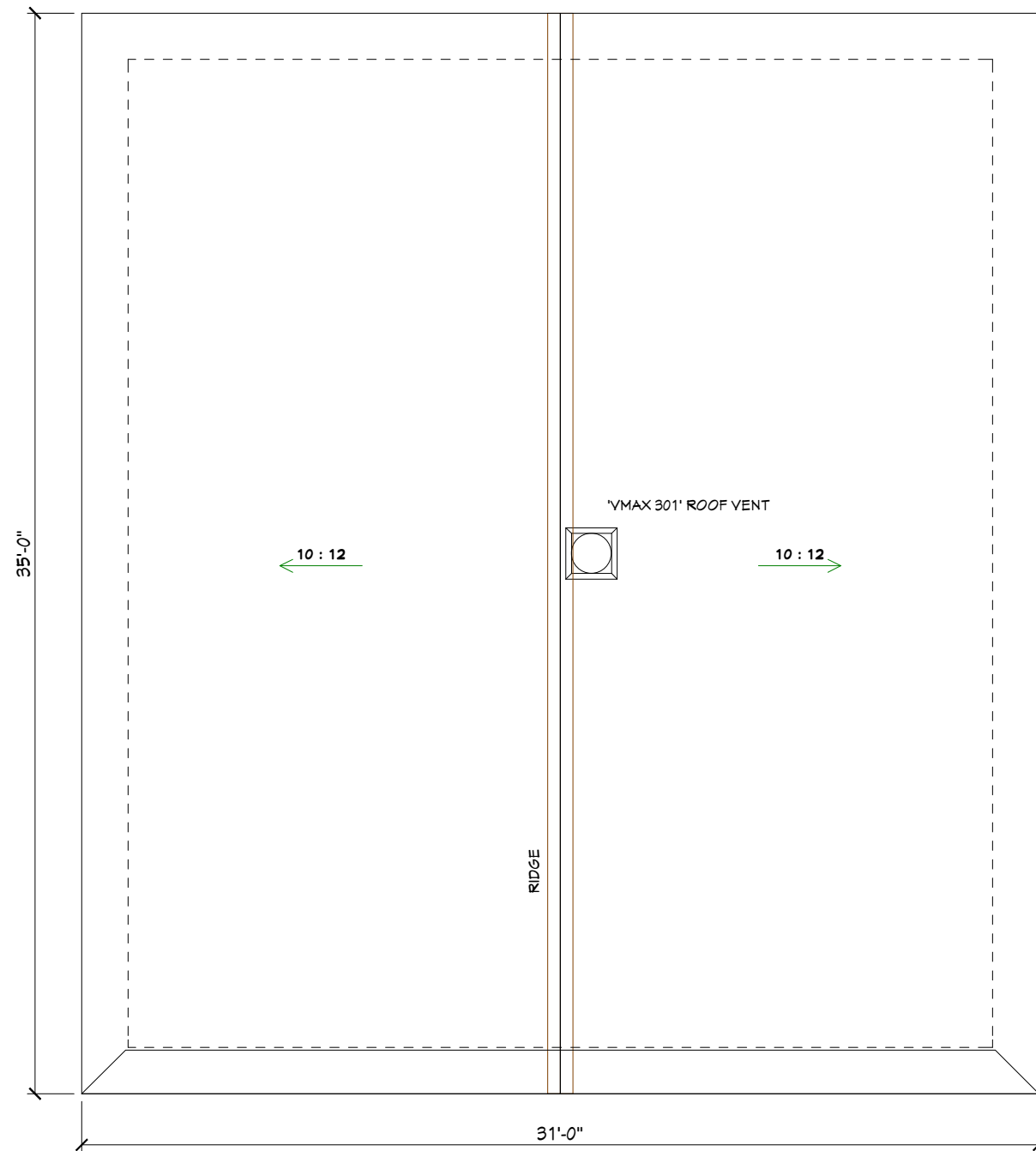
2
A9

BUILDING SECTION
SCALE: 1/4" = 1'-0"


Lockwood Brothers CONSTRUCTION	
The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.	
Qualification Information	
JOHN SPYK NAME	47119 BCIN
	
LOCKWOOD BROTHERS CONSTRUCTION FIRM	38098 BCIN
CUSTOMER: BROWN GARAGE	DRAWING NO.:
DRAWING NAME: BUILDING SECTION	
SCALE:	Sheet #
DATE: DEC 19, 2025	A9



Lockwood Brothers CONSTRUCTION	
The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.	
Qualification Information	
JOHN SPYK NAME	41119 BCIN
<i>John Spyk</i> SIGNATURE	
LOCKWOOD BROTHERS CONSTRUCTION FIRM	38098 BCIN
CUSTOMER: BROWN GARAGE	DRAWING NO.:
DRAWING NAME: SITE PLAN	
SCALE:	Sheet # A10
DATE: DEC 19, 2025	



LOFT FLOOR PLAN - 1412 SQ.FT.

Lockwood Brothers CONSTRUCTION	
The undersigned has reviewed and takes responsibility for this design, and has the qualifications and meets the requirements set out in the Ontario Building Code.	
Qualification Information	
JOHN SPYK NAME	47179 BCIN
	
LOCKWOOD BROTHERS CONSTRUCTION FIRM	38098 BCIN
CUSTOMER: BROWN GARAGE	DRAWING NO.:
DRAWING NAME: ROOF PLAN	
SCALE: 3/16" = 1'-0"	Sheet #
DATE: DEC 19, 2025	A11



Municipality of North Grenville

To: Committee of Adjustment

Meeting Date: April 15, 2026

Report Number: PD-2026-018

Report Title: A-03-26 for 450 Main Street – Additional Driveway

Prepared by: Debbie Wood

Recommendation

THAT the Committee of Adjustment grant relief for the properties located at 450 Main Street, Lot 17, Concession 5, former Township of Oxford-on-Rideau, now the Municipality of North Grenville from the following sections of Comprehensive Zoning By-law 50-12.

1. To provide relief from Section 6.38.11 (f)(i) to permit 1 (one) additional driveway within the first 30 metres (98.4 feet) of frontage measured along the street line.

because the request is minor, the intent of the Comprehensive Zoning By-law and Official Plan are being maintained, and the additional driveway is desirable and appropriate in the Hamlet Designation.

Executive Summary

Purpose

- To seek relief from Section 6.38.11 (f) (i) of Comprehensive Zoning By-law 50- 12 to allow one additional driveway within the first 30 metres of lot frontage.

Key Findings

- The subject property is designated Hamlet by the Municipality's Official Plan and zoned Residential First Density – with a specific exception (R1-30) according to By-law 50-12.
- Pre- consultation with staff identified that relief is required to permit an additional driveway within the first 30 metres of frontage due to site constraints, including the location of existing hydro infrastructure and other physical limitations of the lot.
- As a result, an application for a minor variance has been submitted.

Financial Implications

- There are no financial implications with respect to this application. All costs for the application are borne by the applicant.

Background

The subject property is designated as Rural Settlement Areas as per Schedule A of the United Counties of Leeds and Grenville Official Plan, designated as Hamlet in the Municipality of North Grenville Official Plan. The subject lot is zoned Residential First Density – exception zone (R1-30) with respect to the Comprehensive Zoning By-law 50-12.

The homeowner pre-consulted with municipal staff in September 2025 regarding a proposed detached garage prior to purchasing the property. The proposal included a request for a culvert to be installed for an additional driveway due to the setback requirements of the hydro box located at the front of the property and other limitations – including the septic bed location and reduced lot depth and frontage.

The Property

- The subject property is located on a cul-de-sac in the Hamlet of Oxford Mills.
- The subject property is located within Lot 17, Concession 5 of the geographic Township of Oxford-on-Rideau.
- The property has a frontage of 45 metres and an irregular depth of approximately 36 metres. The area is indicated as 4,168.26m² (1.03 acres).

Surrounding land uses are predominantly residential with the Kemptville Creek located to the west.

Analysis

Provincial Policy Statement

The Provincial Planning Statement 2024 (PPS) provides overarching policies for growth and development in Ontario. The request is consistent with the Provincial Planning Statement, 2024, which supports safe and efficient transportation systems and access management while allowing flexibility to address site constraints through appropriate local planning controls (Section 3.2 – Transportation Systems). Furthermore, the subject lands are not located within any identified natural or human-made hazard area or natural heritage area.

United Counties of Leeds and Grenville Official Plan

The subject site is designated as Rural Settlement Areas pursuant to Schedule “A” of the Counties’ Official Plan. The proposal represents a minor, site-specific adjustment to address access constraints related to the location of an existing hydro box and does not alter the planned function or character of the area. The request is consistent with Section 2.2 (Settlement Areas) of the UCLG Official Plan, which supports development

and infill within Settlement Areas, the efficient use of existing infrastructure, and compatibility with surrounding development patterns. As the property fronts a municipal road, access and entrance matters are appropriately addressed through municipal policies and standards.

Staff are of the opinion that the proposed variance is consistent with the United Counties' Official Plan because it maintains appropriate development within the Hamlet.

North Grenville Official Plan

The subject property is located in Oxford Mills, and is designated Hamlet by the North Grenville Official Plan. The application seeks a minor, site-specific variance to permit a second entrance within the first 30 metres of frontage due to constraints associated with the location of an existing hydro box. The proposal is consistent with the intent of Section 8 (Hamlets) of the Official Plan, which supports appropriate development and infill within Hamlets while recognizing that site-specific considerations may be required to facilitate orderly and functional development that is compatible with the surrounding area.

In the opinion of staff, the subject application is consistent with North Grenville's Official Plan Hamlet policies because the proposal does not alter the planned character or function of the area.

Comprehensive Zoning By-Law 50-12

The subject property is zoned Residential First Density with a site-specific exemption (R1-30). The application seeks relief from Section 6.38.11(f)(i) of the North Grenville Comprehensive Zoning By-Law to permit one additional entrance within the first 30 metres of frontage measured along the street line. The requested variance is minor and site-specific, arising from the location of an existing hydro box that restricts feasible access options. The proposal maintains the general intent and purpose of both the R1-30 zone and the Zoning By-law as it continues to provide safe and functional access without altering the permitted use or development potential of the lands.

Furthermore, the entrances remain subject to municipal engineering and public works requirements, ensuring the access arrangement functions safely and appropriately.

Staff are of the opinion that the requested variance maintains the intent of the zone and the Zoning By-Law

The Four Tests

Minor Variances must satisfy the four tests as outlined in the *Planning Act* to be permitted. It is the opinion of Staff that the four tests are met in the following ways:

- 1) The application is minor in nature: The request seeks a site-specific modification to an entrance standard and does not result in adverse impacts to adjacent properties or the broader streetscape, nor does it alter permitted use or development intensity.
- 2) The application meets the intent of the Zoning By-law: The variance maintains the intent of the Zoning By-law and the R1-30 zone, as it is a minor adjustment to an access standard to address a site constraint and does not change the permitted residential use or development potential of the lands.
- 3) The application meets the intent of the Official Plan: The proposal supports appropriate development within the Hamlet of Oxford Mills and represents a minor, site-specific adjustment that does not alter the planned character or function of the area.
- 4) The application is appropriate and represents good land use planning: The requested variance is desirable as it provides a practical and safe access solution for the residential property given the location of existing hydro infrastructure.

Relevance to Strategic Priorities

Strategic Pillar	Pillar #5 - A Caring Community
Goal	Goal #5.3 - Continue to Improve Equity, Diversity, and Inclusion, and Reconciliation
Key Action	Action #5.3.3 - Increase engagement with equity deserving groups including but not limited to, people with disabilities, francophones, Indigenous people, newcomers, older adults, racialized community members, rural residents, 2SLGBTQIA+, those facing socio

Existing Policy/By-Law

Comprehensive Zoning By-law 50-12

Municipal Official Plan (2018)

United Counties Official Plan (2016)

Provincial Policy Statement (2020)

Options and Discussion

1. Approve the recommendation

2. Do not approve the recommendation

Financial Impact

This item has been identified in the current budget: Yes No N/A

This item is within the budgeted amount: Yes No N/A

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

Public Input

This application has been circulated to all persons and agencies prescribed by the *Planning Act* regulations. At the time this report was written the Municipality had not received any public comments.

Internal/External Consultation

Public agencies are circulated in accordance with the Planning Act.

Comments received after the report is published will be circulated to members of the Committee and summarized at the public hearing.

Planning Division circulates all Planning Act applications internally for further review by Municipal Departments and comments have been incorporated into the report. At the time of writing, the following had been received:

- A no comment email from By-law services.
- A letter of no objection from the Rideau Valley Conservation Authority.

Communications

Implementing the decision of the Committee is subject to the Provisions of the Planning Act and will not require further communication resources to implement the decision of the Committee.

Conclusion

The proposed development satisfies the four tests for a minor variance under the Planning Act. The requested variance is desirable for the appropriate development and use of the lands as it provides a practical access solution in light of the location of existing hydro infrastructure, enabling safe and functional access consistent with low-density residential use. Accordingly, staff recommend that the application be approved. While variance decisions can include conditions, none are necessary in this case because the additional driveway is subject to review and approval through the Municipality's Public Works entrance permit process.

Attachments

- Attachment 1 – Subject Property / Official Plan Designation

- Attachment 2 – Zoning
- Attachment 3 – Site Plan

A-03-26

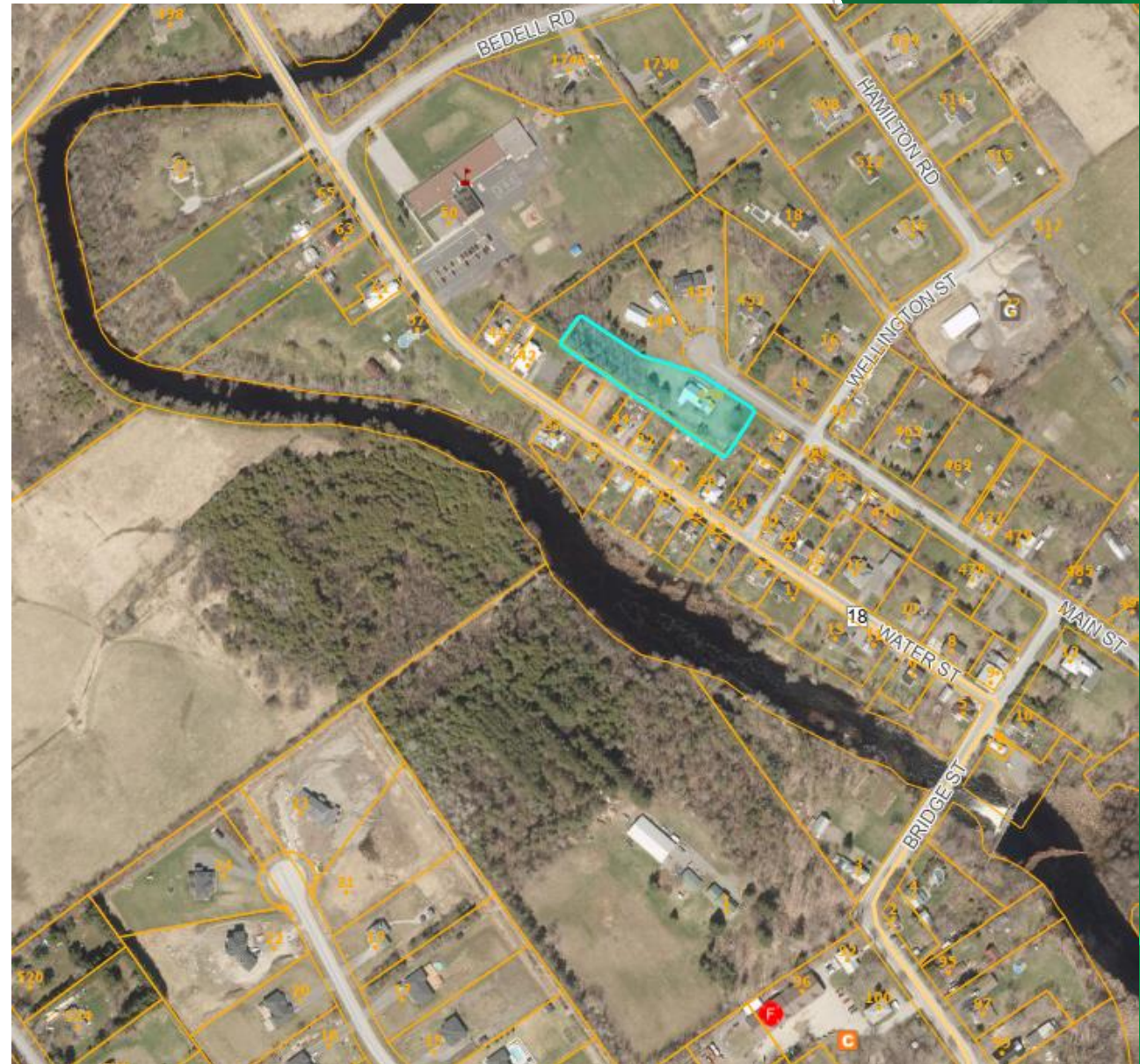
450 Main Street

April 15, 2026

Minor Variance Request

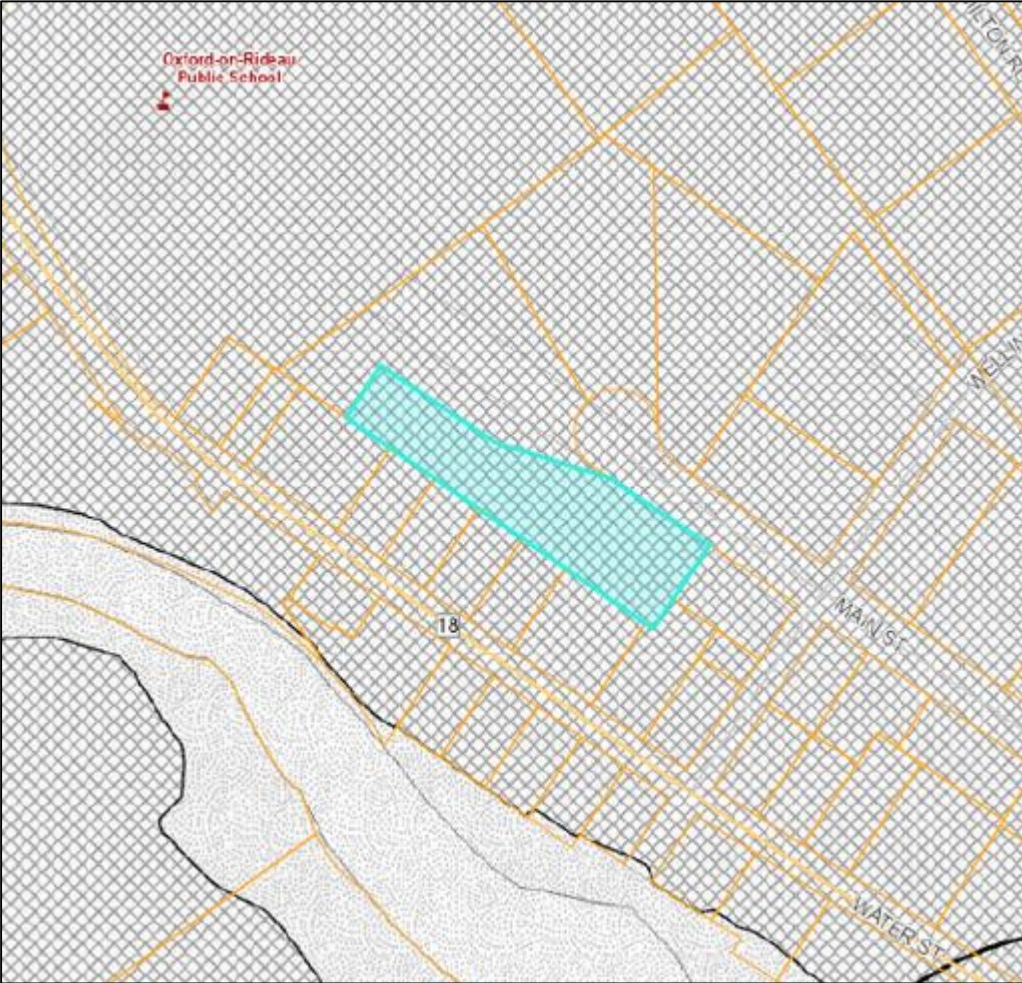
- ▶ **To permit 1 (one) additional driveway within the first 30 metres (98.4 feet) of frontage measured along the street line.**

Property Location / Aerial Image



Department: Planning and Development

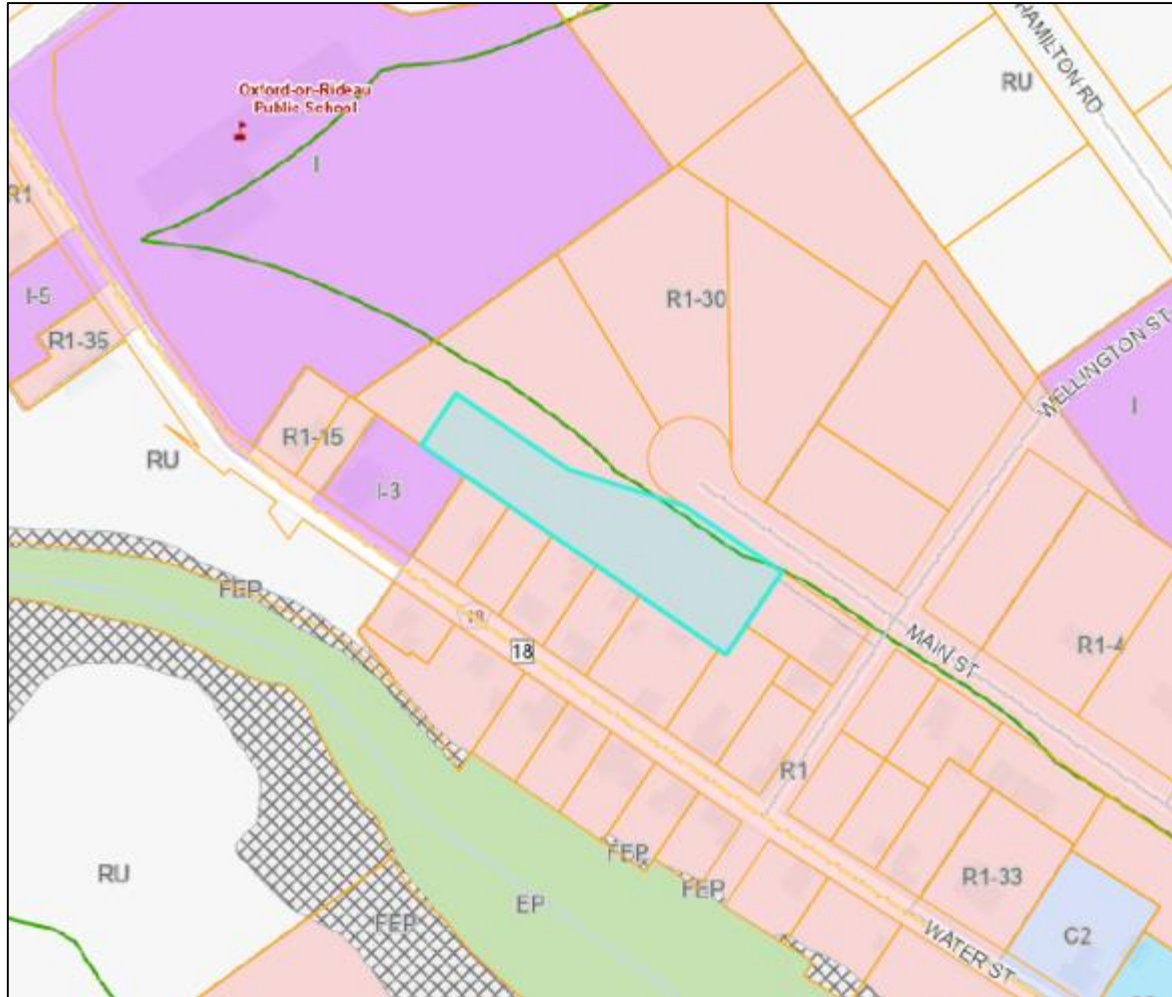
North Grenville Official Plan



**Hamlet
Designation**

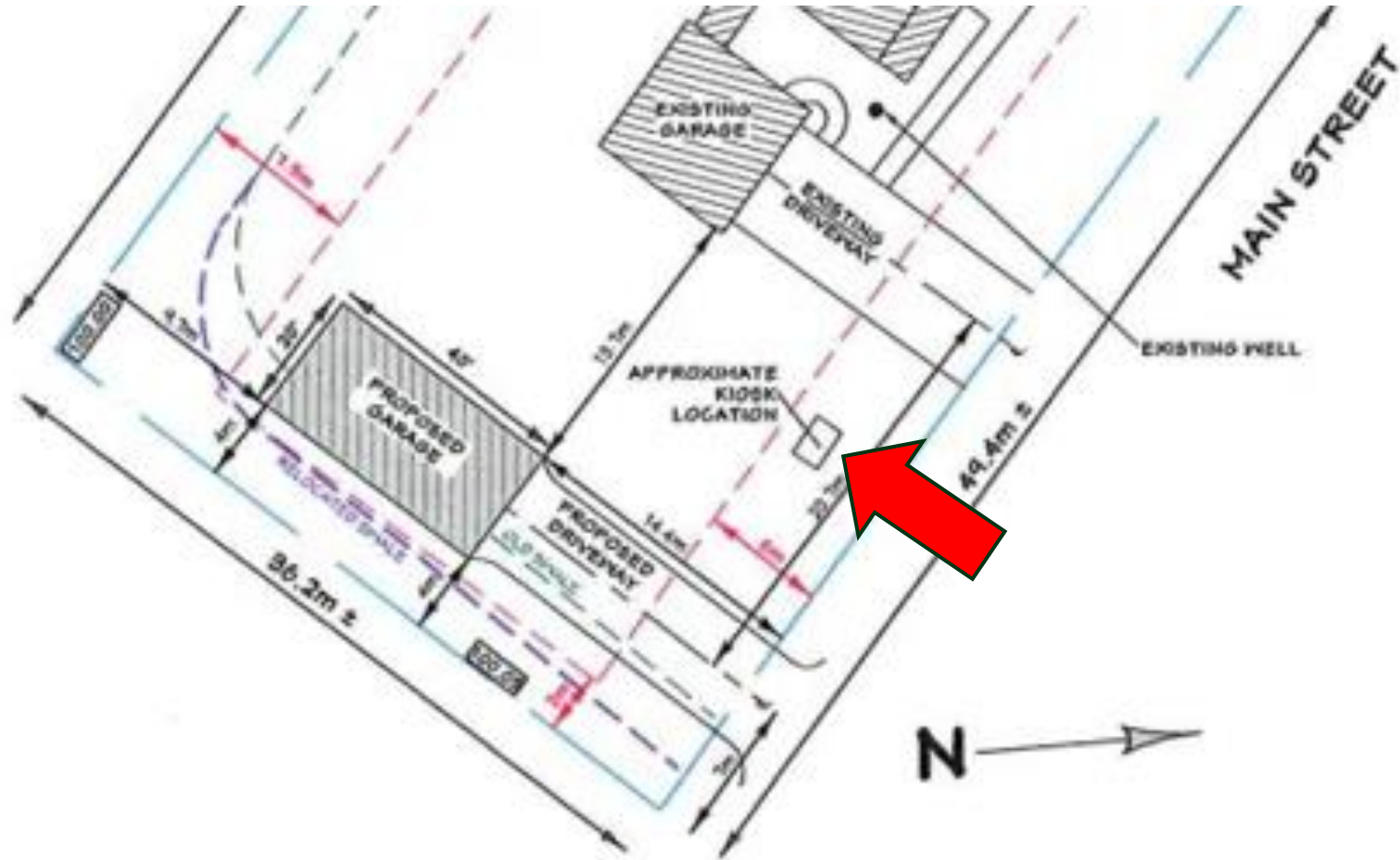
Department: Planning and Development

North Grenville Zoning



**Residential
First Density
– exception
(R1-30)**

Site Plan Constraint – Hydro Box



Site Development Considerations

- ▶ **The subject property is located on a cul-de-sac in the Hamlet of Oxford Mills.**
- ▶ **Pre-consultation with staff identified that relief is required to permit an additional driveway within the first 30 metres of frontage due to site constraints, including the location of existing hydro infrastructure and other physical limitations of the lot.**

Conditions not required

- ▶ **Staff are of the opinion that no conditions are required to be imposed on the approval of this application.**
- ▶ **Entrance permit required.**

Comments Received

- ▶ **A no comment email from By-law services.**
- ▶ **A letter of no objection from the Rideau Valley Conservation Authority.**

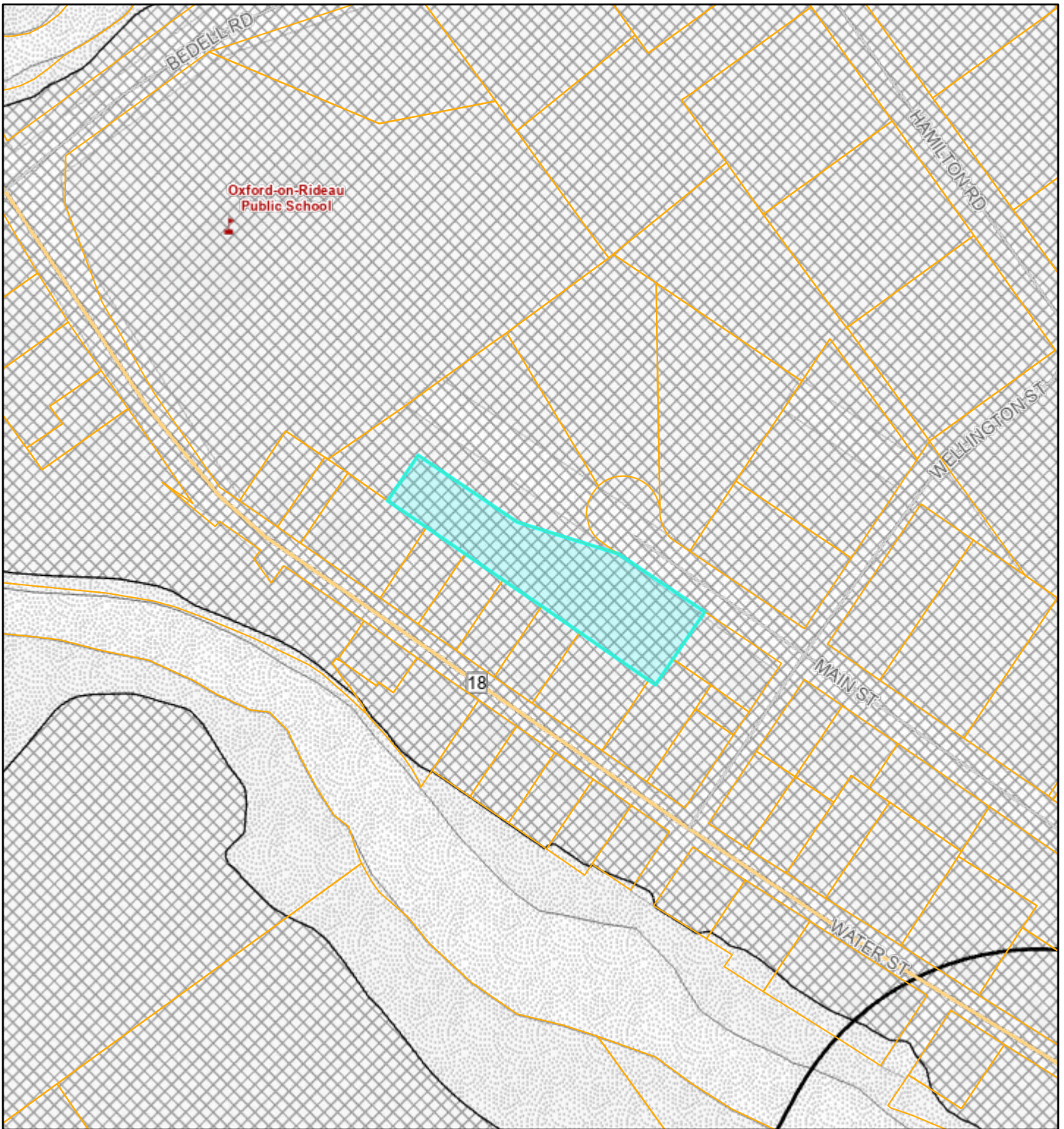
Staff recommend supporting the proposed variance

- ▶ **The request is a site-specific entrance modification with no adverse impacts and no change to permitted use or intensity.**
- ▶ **The variance maintains the intent of the Zoning By-law and the R1-30 zone by addressing a site constraint without changing permitted use or development potential.**
- ▶ **The proposal supports appropriate development in Oxford Mills without altering the area's character or function.**
- ▶ **The variance is desirable as it provides a practical and safe access solution given existing hydro constraints.**

Recommendation

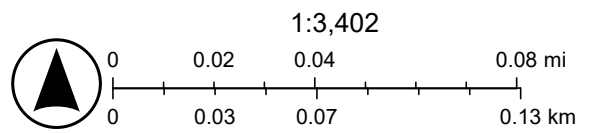
- ▶ **To provide relief from Section 6.38.11 (f)(i) to permit 1 (one) additional driveway within the first 30 metres (98.4 feet) of frontage measured along the street line.**
- ▶ **because the request is minor, the intent of the Comprehensive Zoning By-law and Official Plan are being maintained, and the additional driveway is desirable and appropriate in the Hamlet Designation.**

450 Main St - OP Land Use



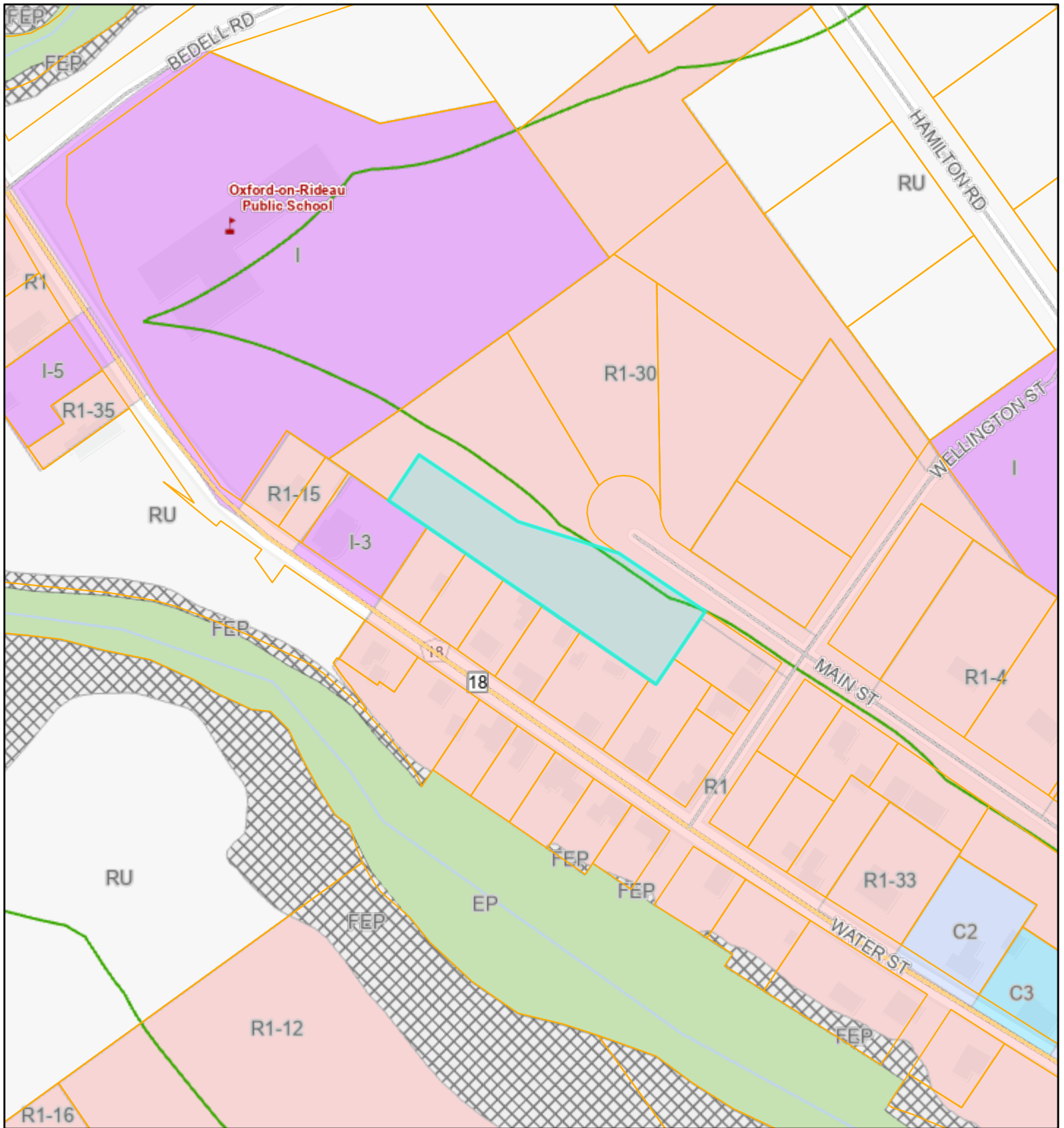
2026-03-19, 4:05:51 p.m.

- Parcel
- LG_RoadNetwork
 - County Road
 - Municipal Road
- Adjacent Lands
 - Provincially Significant Adjacent Lands (120m)
- Official Plan - Designation
 - Hamlet
- Floodplain Hazards
- Waterbody
- Lot Lines
- Opened Right-of-Way
- Stream / Creek
- Rural

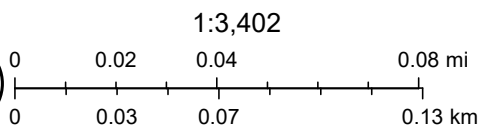
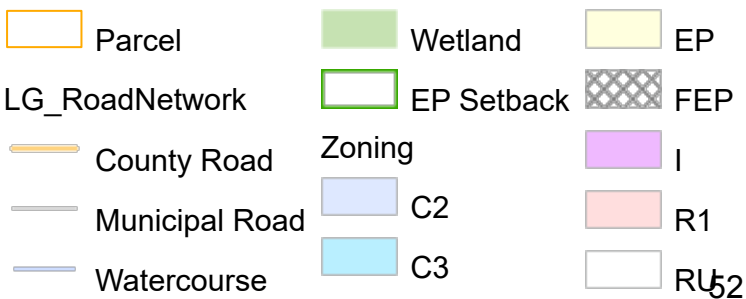


Teranet Inc., Municipal Property Assessment Corporation (MPAC), and Geographic Information System (GIS) the United Counties of Leeds and Grenville., Natural Resources and Forestry, United Counties of Leeds and Grenville, Ontario Ministry of Natural Resources and Forestry - Provincial Mapping Unit, United Counties of Leeds and Grenville, United Counties of

450 Main St - Zoning



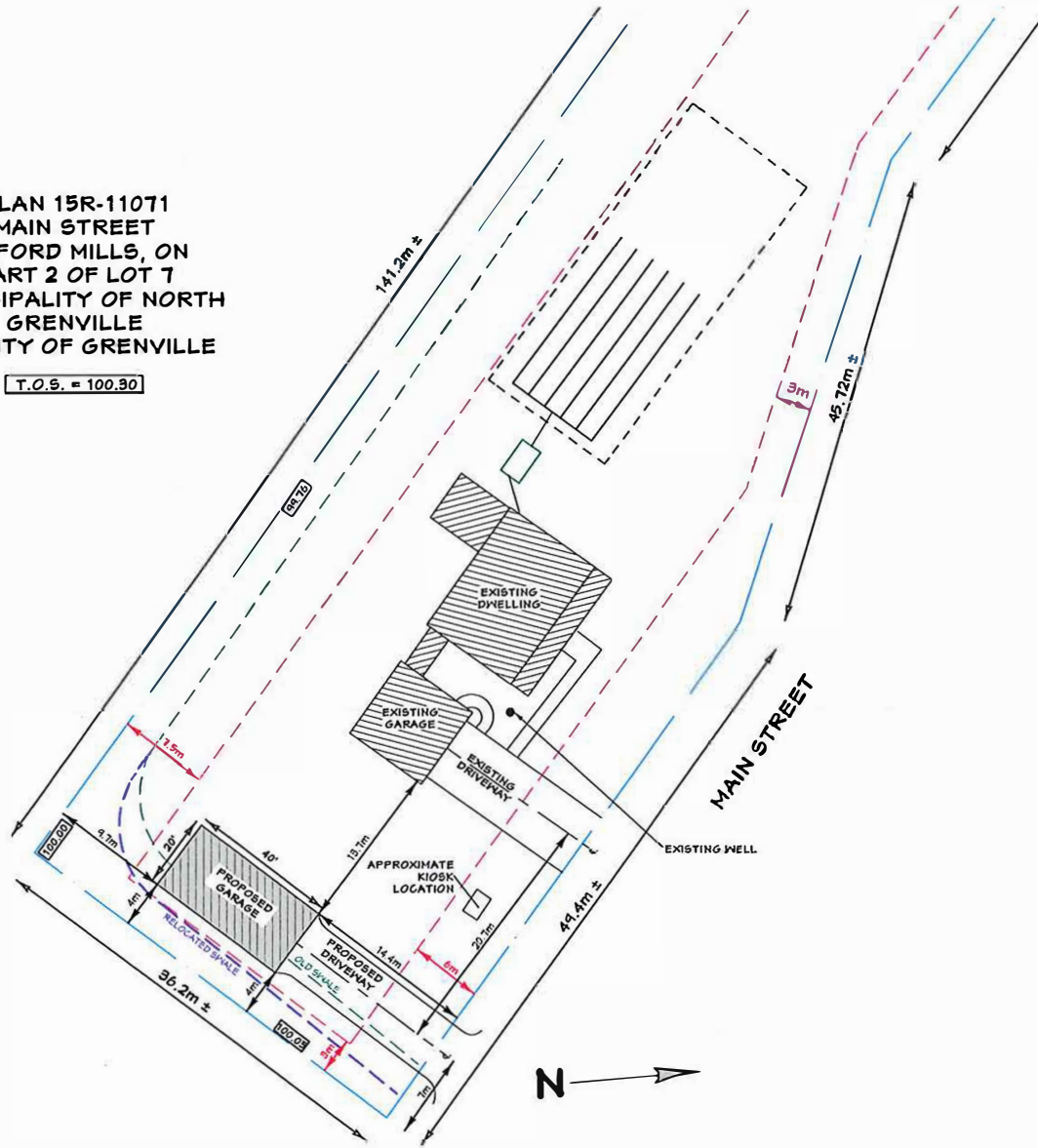
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Teranet Inc., Municipal Property Assessment Corporation (MPAC), and Geographic Information System (GIS) the United Counties of Leeds and Grenville., Natural Resources and Forestry, United Counties of Leeds and Grenville, Ontario Ministry of Natural Resources and Forestry - Provincial Mapping Unit, United Counties of Leeds and Grenville

PLAN 15R-11071
 MAIN STREET
 OXFORD MILLS, ON
 PART 2 OF LOT 7
 MUNICIPALITY OF NORTH
 GRENVILLE
 COUNTY OF GRENVILLE

T.O.S. = 100.90



Lockwood Brothers CONSTRUCTION	
The undersigned has reviewed and takes responsibility for the design and all the applications and permits requirements set out in the Ontario Building Code. <small>Publication Information</small>	
JOHN EBYK	43134
NAME	SIGNATURE
LOCKWOOD BROTHERS CONSTRUCTION	80055
FIRM	BCV
CUSTOMER:	DRAWING NO.
ALBERTON	
DRAWING NAME:	
SITE PLAN	
SCALE:	Sheet #
	A1
DATE:	
JAN 22, 2026	