



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

Committee of Adjustment - Public Meeting Agenda July 21, 2026 – 5:30 p.m.

1. Call to Order – Res. No. 26-09

- Introductions are made, Members of the Committee and Staff

2. Disclosure of Pecuniary and/ or Personal Interest and General Nature Thereof

3. Meeting Protocol

- The Chairperson takes a roll call of guests and visitors who are in attendance.
- The Chairperson asks that all comments be addressed through the Chairperson and that the person making comments should state his/her name before speaking.

4. Appointments

5. Minutes

- June 2, 2026 Meeting – **Res. No. 26-10**

6. Discussion:

6.1 Van Leeuwen – Application No. A/03/2026 To permit an accessory building with a reduced side yard setback.

- The Chairperson will ask the Secretary/Treasurer if all Notices have been filed and the corresponding dates (*notices mails on June 30, 2026*).
- The Chairperson will ask the Secretary/Treasurer if any letters or related correspondence have been received and, if so, the nature thereof.
- The Applicant will make their presentation and comments, if in attendance
- Questions or comments from Committee of Adjustment members and the public

7. Decision of Committee of Adjustment

7.1 Van Leeuwen Decision – Res. No. 26-11

8. Adjournment - Res. No. 26-12



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Committee of Adjustment Minutes

June 2, 2026

Chair, David Moore called the meeting to order at 5:30 p.m.

INTRODUCTIONS

Chair, David Moore took Roll Call.

Present: Chair, David Moore; Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak and Reg Moore

Staff: Secretary/Treasurer, Karlee Britton; Alternate Secretary/Treasurer, Mary Smith

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF

There were no conflicts of interest declared.

Moved by: Nick Ryeland

Seconded by: Mike Kekkonen

26-05 That the Committee of Adjustment meeting agenda is accepted, as presented.

Carried

Moved by: Morley Haskim

Seconded by: Debbie Zulak

26-06 That the Committee of Adjustment Minutes from the March 17, 2026, meeting are accepted, as circulated.

Carried

6.1 Discussion – Wood - Application No. A/02/2026

Chair David Moore asked if any letters or related correspondence had been received. Secretary-Treasurer, Karlee Britton, replied that there were no letters or related correspondence received.

The applicant, spoke briefly to the application.

The Committee briefly discussed the application.

Chair, David Moore asked if there were any questions or comments of the public; there were no questions.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Committee of Adjustment Minutes

June 2, 2026

Moved by: Reg Moore

Seconded by: Debbie Zulak

26-07 Be It Resolved That the Committee of Adjustment does hereby grant a minor variance as applied for in Application A/02/2026 (Wood) to permit the construction of an accessory building (GARAGE PRIVATE) that is not in compliance with Sections 2.03 & 3.03 (a) of By-Law 95-12 as amended. The garage will be approximately 10.40m², larger than the main use on the property.

All other applicable Sections of By-Law 95-12 as amended must be complied with.

Carried

Moved by: Mike Kekkonen

Seconded by: Nick Ryeland

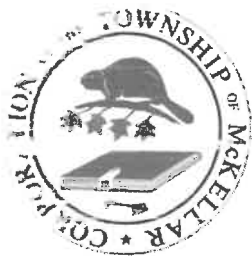
26-08 That the Committee of Adjustment does now adjourn.

Carried

The meeting adjourned at 5:40 p.m.

David Moore, Chair

Karlee Britton, Secretary/Treasurer



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario P0G 1C0

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APPLICATION NO: A-03

APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION

The undersigned hereby applies to the Committee of Adjustment for the Township of McKellar under Section 45 of the *Planning Act* R.S.O. 1990, c.P.13, as amended, for relief, as described in this application, from the Township's Comprehensive Zoning Bylaw. **FAILURE TO PROVIDE ALL OF THE INFORMATION REQUIRED BY THIS APPLICATION MAY CAUSE DELAYS OR DISQUALIFY THE APPLICATION UNTIL FURTHER OR MORE ACCURATE INFORMATION IS OBTAINED.**

OFFICE USE ONLY

Date Received: Jun. 26 / 26 Complete Application: ☒ Yes ☐ No Application No. A-3

Date Accepted: Jun. 26 / 26 Application Fee + Deposit Received ☒ Yes ☐ No

Date Stamp: June 26, 2026

A. APPLICANT/AGENT INFORMATION

1. Name of Owner: Richard Van Leeuwen

2. Address: Street and Number 2 MAIN ST W PO BOX 429

City GRIMSBY Province/State Ontario Postal/Zip Code L3M 1R4

Home Phone No. _____ Business Phone No. _____

Email christina@rvlhomes.ca

3. Name of Agent (if any): _____

4. Address: _____

Note: Unless otherwise requested, all communications will be sent to the agent, if any.

5. Names and Addresses of any mortgagors, holders of charges or other encumbrances: _____

B. PURPOSE AND TYPE OF APPLICATION

6. ☒ Minor Variance from Comprehensive Zoning By-law ☐ Permission to extend legal non-conforming use

From what section of the Zoning By-law is relief being sought?

Waterfront Residential 2 (WF2) side yard requirement.

7. Nature and Extent of Relief Applied for:

Garage proposed to have a 2 metre side yard setback where 3 metres is permitted.

8. Why is it not possible to comply with the provisions of the Zoning By-Law?

retaining wall + tile bed restricting the size of driveway

C. DESCRIPTION OF PROPERTY

9. Legal description of subject land (registered plan number and lot number or other legal description and, where applicable, street and street number):

#65 Maniou Drive - PCL 15117 SEC SS; PT LT A CON 8 MCKELLAR PT 22 PSR1476, S/T THE RIGHT OF THE TOWN OF PARRY SOUND TO FLOOD THE SAID LANDS. T/W PT A PSR1488 AS IN LT73036; T/W A RIGHT OF USER IN COMMON WITH OTHERS OF PT 26 PSR1476; MCKELLAR TOGETHER WITH AN EASEMENT OVER PART OF LOT A, CONCESSION 8 MCKELLAR. PART 1 PLAN 42R22484 AS IN GB174382

10. Dimensions of land affected:

Frontage (metres): 33.4 Depth (metres): 103

Area (hectares): 0.31 Width of Street: 20.11

11. Access to subject land is by:

☐ Provincial Highway ☒ year-round municipal road ☐ seasonal municipal road
☐ other public road ☐ private right of way ☐ water access

12. If access to the subject land is by private road, or if "other public road" or "private right of way" was indicated in Section 11, indicate who owns the land or road, who is responsible for its maintenance, and whether it is maintained seasonally or all year:

13. If access to the subject land is by water only, describe the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road:

D. LAND USE AND ZONING

14. Date of Acquisition of Subject Lands:

2021

15. Date of Construction of all Buildings and Structures on Subject Land:

Dwelling - 2022 2024

Garage (to be removed) - 1980s 1989

16. Existing Uses of the Subject Lands:

Seasonal Residential

17. Length of time the existing uses of the subject property have continued:

37+ years

18. Existing Uses of Abutting Lands:

Seasonal Residential (cottage)

19. Services (Check appropriate box):

Water:

☐ Dug Well

☐ Drilled Well

☒ Lake

☐ Other

Sewage Disposal:

☒ Septic

☐ Privy

☐ Other

20. Storm Drainage is provided by (Check appropriate box):

☐ sewers

☒ open ditches

☐ swales

☐ other (please specify)

21. Present Official Plan provisions applying to the land:

Waterfront

22. Present Zoning By-law provisions applying to the land:

Waterfront Residential 2 (WF2)

23. Are there any easements or rights-of-way affecting the subject lands?

☒ Yes ☐ No

If Yes, indicate and describe the purpose of the easement or rights-of-way:

Subject to easement over abutting lot (163 Manitou Drive) also owned by Van Leeuwen

B. BUILDINGS AND STRUCTURES (on or proposed for the subject land)

[illegible]

F. HISTORY

24. Has the owner previously applied for relief in respect of the subject property?

☐ Yes ☒ No If YES, please provide Application Number, if known: _____

25. Is the subject land currently the subject of an application for a consent or approval of a plan of subdivision?

☐ Yes ☒ No ☐ Unknown If YES and if KNOWN, specify the appropriate file number and status of the application:

26. Has the subject land ever been the subject of a minor variance application?

☐ Yes ☒ No ☐ Unknown

G. PLANS

27. Every application shall be accompanied by a sketch [SAMPLE on page 9] (based on a boundary survey plan of the subject land) drawn to an appropriate scale, properly dimensioned and showing thereon:

- ☐ The boundaries and dimensions of the subject land
- ☐ The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings and structures from the front, rear and side lot lines
- ☐ The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
- ☐ The current uses on land that is adjacent to the subject land
- ☐ The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public-travelled road, a private road or a right of way
- ☐ If access to the subject land is by water only, the location of the parking and docking facilities to be used
- ☐ The location and nature of any easement affecting the subject land

H. AFFIDAVIT OR SWORN DECLARATION

The content of the application and appendices shall be validated by the Applicant (or authorized agent) in the form of the following Affidavit/Sworn Declaration before a Commissioner or other person empowered to take Affidavits.

Dated at the Town of Parry Sound this 23 day of June, 20 26.
I, Richard Van Leeuwen, of the Township of McKellar
in the District of Parry Sound solemnly declare that all
statements contained in this application are true, and I make this solemn declaration conscientiously believing it
to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada
Evidence Act.


Signature of Applicant or Authorized Agent

Declared before me at the Town Ship of Parry Sound McKellar in the District
of Parry Sound this 23rd 26th day of June, 20 26.

Signature of Commissioner of Oaths: 

KARLEE HELAINA BRITTON,
a Commissioner, etc., Province of Ontario,
for the Corporation of the Township of McKellar.
Expires September 6, 2028.

I. CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

Complete the consent of the owner concerning personal information set out below.

I, Richard Van Leeuwen, am the owner of the land that is the subject of this application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the *Planning Act* R.S.O. 1990, c.P.13, as amended, for the purpose of processing this application. The applicant acknowledges that the Township considers the application forms and all supporting materials, including studies and drawings, filed with this application, are to be made public information and form part of the public record. By filing an application, the applicant consents to the Township photocopying and releasing the application and any supporting materials for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has the authority to bind its consultants to the terms of this acknowledgement. Questions about this collection of personal information should be directed to the Township Clerk.

June 23, 2026

Date


Signature of Owner

J. CONSENT OF THE OWNER TO THE PAYMENT OF REQUIRED FEES AND POTENTIAL FEES

I, Richard Van Leeuwen, acknowledge and agree that applicants must submit the required fee of \$750.00, as well as a Security Deposit of \$500.00 when applying. Further, I agree that any costs beyond regular processing costs relating to this application, including but not limited to engineering studies, legal opinions, planning consultant fees, and Ontario Land Tribunal hearing costs, will be the responsibility of the applicant and will submit the balance due upon receipt of an invoice for the same

June 23, 2026

Date


Signature of Owner

K. AUTHORIZATIONS

If the applicant is not the owner of the land that is the subject of this application, the written consent of the owner, authorizing the applicant to make the application, must be included with this form, or the authorizations set out below must be completed. Please note: If the Owner is an incorporated company, authorization of the appropriate signing officer(s) is required in accordance with the company's by-laws.

Authorization of Owner for Agent to Make the Application

I, _____, am the owner of the land that is the subject of this application for a Minor Variance and I authorize _____ to make this application on my behalf.

Date

Signature of Owner

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

Authorization of the Owner for Agent to Provide Personal Information

I, _____, am the owner of the land that is the subject of this application for a Minor Variance and for the purposes of the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, I authorize _____ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application. The applicant acknowledges that the Township considers the application forms and all supporting materials, including studies and drawings, filed with this application to be public information and to form part of the public record. By filing an application, the applicant consents to the Township photocopying and releasing the application and any supporting materials for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has the authority to bind its consultants to the terms of this acknowledgement.

Date

Signature of Owner

LAND USE	AREA (m ²)	%
165 MANITOU DRIVE LOT AREA	3109.30m ²	100.00%
EX. DWELLING AREA	301.43m ²	9.69%
PROP. ACCESSORY DWELLING AREA	133.88m ²	4.31%
TOTAL PROPOSED LOT COVERAGE	435.31m ²	14.00%
MAXIMUM ALLOWABLE COVERAGE	486.40m ²	15.00%

#167 MANITOU DRIVE

PROP. GARAGE
AREA: 133.88m² 1429.03ft²

FF 244.15
GF 244.00

TOWNSHIP OF MCKELLAR SITE AND GRADING PLAN #165 MANITOU DRIVE

SCALE: 1 : 300m

BUILDER: RVL HOMES PHONE: _____

OWNER: _____ PHONE: _____

PROPOSED GRADING

I HEREBY CERTIFY THAT THIS PROPOSED BUILDING SHALL BE COMPATIBLE WITH THE EXISTING GRADING AND THE PROPOSED GRADING CONFORMS TO THE TOWN GRADING POLICIES.

NAME: ADAM KEANE (P. Eng.)

FIRM: UPPER CANADA CONSULTANTS

SIGNATURE: *Adam Keane*

DATE: MAY 19, 2026

ACCEPTED BY TOWN: _____

LEGEND

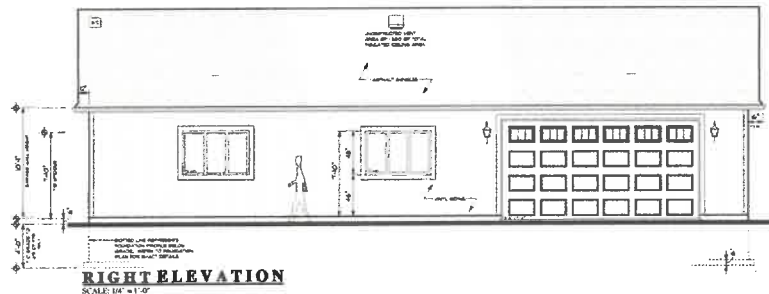
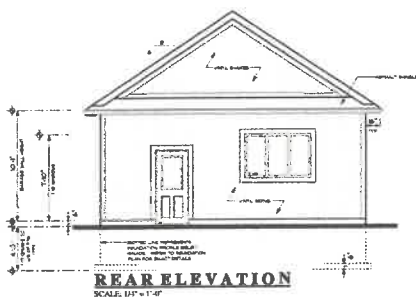
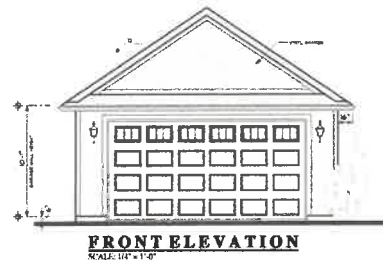
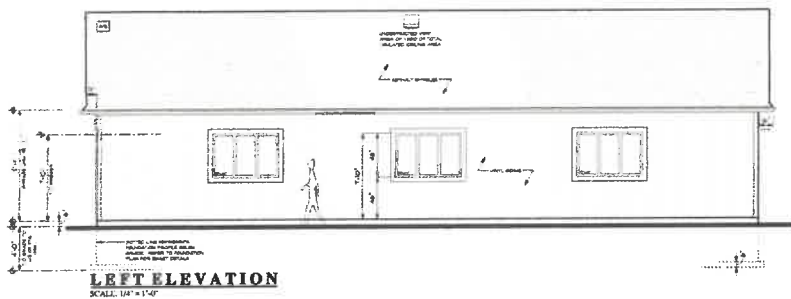
- 173.75 DENOTES PROPOSED ELEVATION
- 173.75 EXISTING GROUND ELEVATION
- (173.75) FINISHED ELEVATION
- DRAINAGE DIRECTION
- F.F. FINISHED FLOOR ELEVATION
- F.G.F. FINISHED GARAGE FLOOR ELEVATION
- FND. TOP OF FOUNDATION ELEVATION
- B.FTG. BOTTOM OF FOOTING ELEVATION
- G.F. GROUND FLOOR ELEVATION
- DOWNSPOUT & DIRECTION
- GARAGE DOOR/OVERHEAD DOOR ACCESS/DOOR



MANITOU DRIVE

S.T.E. BENCHMARK
NAIL IN HP
ELEVATION 248.80

ELIMINARY



GENERAL NOTES:

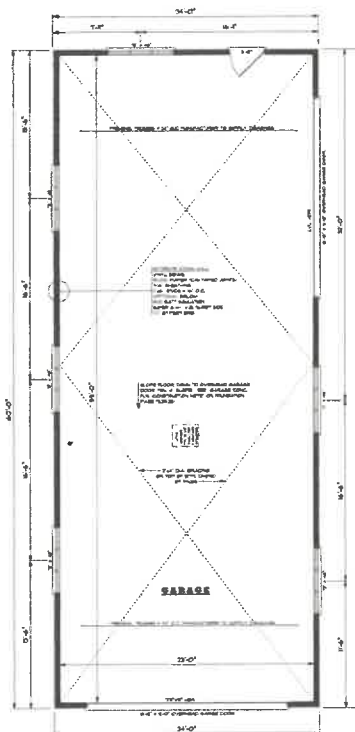
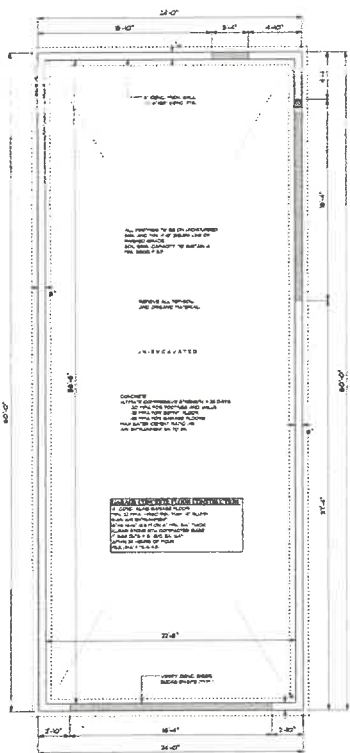
1. ALL DIMENSIONS ARE IN FEET AND INCHES. DIMENSIONS IN PARENTHESES ARE IN METERS.
2. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT.
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10. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT.

RIJUS

SEARCHING & CATALOGUING
DISCOVERING & DIGITIZING
PRESERVING & SHARING

VAN LEEUWEN ACCESSORY STUDIO

1 OF 3



NOTES:

1. ALL CONCRETE SHALL BE 3000 PSI STRENGTH.
2. ALL REINFORCING SHALL BE #4 BARS.
3. ALL WALLS SHALL BE 12" THICK.
4. ALL FLOORS SHALL BE 4" THICK.
5. ALL ROOFS SHALL BE 4" THICK.
6. ALL EXTERIOR WALLS SHALL BE 16" THICK.
7. ALL EXTERIOR WALLS SHALL BE 16" THICK.
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9. ALL EXTERIOR WALLS SHALL BE 16" THICK.
10. ALL EXTERIOR WALLS SHALL BE 16" THICK.

PROJECT INFORMATION

CLIENT: VAN LEEUWE ACCESSORY STRUCTURE

PROJECT ADDRESS: 12345 MAIN STREET, SUITE 100, DALLAS, TX 75201

DATE: 10/1/2023

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

PROJECT NUMBER: 12345

FOUNDATION PLAN

MAIN FLOOR PLAN

2 OF 3

[illegible]

PROPERTY INFORMATION :

VAN LEEUW
ACCESSORY STR

1400 24 000 GARAGE
LAKESIDE, MANITOBA, ON M2W 2A4
PROPERTY BEING ACQD
PROPERTY PRICE, \$195,000.
DL# 23456 None

DATE :	APR 2004	SCALE :
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PROPERTY MEASURE :

PAGE THREE :

SPECS & TYP. SEC
& ROOF PLAN