



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 September 15, 2026 – 6:00 p.m.

1. Call to Order – Res. No. 26-13

- 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

- July 21, 2026 Meeting – **Res. No. 26-14**

6. Discussion:

6.1 Rowley – Application No. A/04/2026

To permit an accessory building that would i) be larger than the dwelling on the subject property, ii) exceed the permitted height for an accessory building, and iii) result in accessory buildings and structures occupying more than 5% of the lot area.

- The Chairperson will ask the Secretary/Treasurer if all Notices have been filed and the corresponding dates (*notices mails on August 27, 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 Rowley Decision – Res. No. 26-15

8. Adjournment - Res. No. 26-16



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Committee of Adjustment Minutes

July 21, 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 and Debbie Zulak
Staff: 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: Morley Haskim
Seconded by: Debbie Zulak

26-09 That the Committee of Adjustment meeting agenda is accepted, as presented.

Carried

Moved by: Debbie Zulak
Seconded by: Morley Haskim

26-10 That the Committee of Adjustment Minutes from the June 2, 2026, meeting are accepted, as circulated.

Carried

6.1 Discussion – Van Leeuwen - Application No. A/03/2026

Chair David Moore asked if any letters or related correspondence had been received. Alternate Secretary-Treasurer, Mary Smith, replied one letter was received in favour of 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

July 21, 2026

Moved by: Mike Kekkonen

Seconded by: Nick Ryeland

26-11 Be It Resolved That the Committee of Adjustment does hereby grant the Minor Variance Application A/03/2026 (Van Leeuwen) to permit the construction of an accessory building (private garage) that is not in compliance with Schedule 'B' of By-law 95-12, as amended, with respect to the required side yard setback of 3 metres. The variance grants relief of 1 metre to permit a side yard setback of 2 metres.

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

Note: Total floor area for existing is 301.43 metres square, not 3.01.43 in the chart.

Carried

Moved by: Mike Kekkonen

Seconded by: Nick Ryeland

26-12 That the Committee of Adjustment does now adjourn.

Carried

The meeting adjourned at 5:39 p.m.

David Moore, Chair

Mary Smith, Alternate Secretary/Treasurer

APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION

APPLICATION NO: _____

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.

Name of Owner(s): JEFF ROWLEY

Mailing Address: 57 NITHRIVER WAY Ayr Ontario N0B-1E0

Phone: 519-505-6596 Email: rowley20@icloud.com

Authorized Agent (if any): Jeremiah Livingston - Northern View Construction

Mailing Address: 11 Riverview Dr. McKellar ON. P2A 0B5

Phone: 705-203-6364 Email: info@nvconstruction.ca

(letter of authorization to be attached)

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

Location of Land (registered plan number and lot number or other legal description and, where applicable, street and street number):

Roll Number: 4928-00000 Civic/ 911 Address: 24 Riverview Dr.

Legal Description: Water front

SECTION 1: PURPOSE AND TYPE OF APPLICATION

1.1 Minor Variance from Comprehensive Zoning By-law: ☒

Permission to extend legal non-conforming use: ☐

1.2 From what section of the Zoning By-law is relief being sought? Section 3.03

1.3 Nature and Extent of Relief Applied for: larger than existing Dwelling, exceeds height 5 meters. occupies over 5% of lot area (0.002939)

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

SECTION 2: DESCRIPTION OF PROPERTY

2.1 Dimensions of land affected:

Frontage (m.): 48 m Depth (m.): 94 m Area (ha.): _____ Width of Street: _____

2.2 Access to subject land is by (Check appropriate box):

Provincial Highway: ☐ Other Public Road: ☐ Year-Round Municipal Road: ☒
Private Right of Way: ☐ Seasonal Municipal Road: ☐ Water Access: ☐

2.3 If access to the subject land is by private road, or if "other public road" or "private right of way" was indicated in Section 2.2, indicate who owns the land or road, who is responsible for its maintenance, and whether it is maintained seasonally or all year: _____

2.4 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:

SECTION 3: LAND USE AND ZONING

3.1 Date of Acquisition of Subject Lands: July 1996

3.2 Existing Uses of the Subject Lands: Family Cottage.

3.3 Duration of the existing use(s) on the subject property: 30 years.

3.4 Existing Uses of Abutting Lands: Seasonal Cottages.

3.6 Services (Check appropriate box):

Water: ☒ Sewage Disposal: ☐ Dug Well: ☐ Septic: ☒ Drilled Well: ☐ Privy: ☐

3.6 Storm Drainage is provided by (Check appropriate box):

Sewers: ☐ Open Ditches: ☒ Swales: ☐ Lake: ☒ Other (please specify): _____

3.7 Present Official Plan provisions applying to the land: _____

3.8 Present Zoning By-law provisions applying to the land: _____

3.9 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: _____

SECTION 4: BUILDINGS AND STRUCTURES

4.1 Existing List of all Buildings and Structures:

Building/ Structure Type	Date of Construction	# of Storeys/ Height	Ground Floor Area (m ²)	Gross Floor Area (m ²)
1. Cottage		1	66.89	
2. BUNKIE		1	26.01	
3. SHED ATTACHED TO BUNKIE		1	24	
4.				
5.				

4.2 Existing Distance from Lot Lines (m):

	Front	Rear	Side	Side
1.	30m	57m	15m	20m
2.	37m	51m	35m	3m
3.	41m	47m	35m	3m
4.				
5.				

4.3 Proposed List of all Buildings and Structures:

Building/ Structure Type	Date of Construction	# of Storeys/ Height	Ground Floor Area (m ²)	Gross Floor Area (m ²)
1. Storage Building.		1	156 m ²	
2.				
3.				

4.4 Proposed Distance from Lot Lines (m):

	Front	Rear	Side	Side
1.	64m	15m	5m	24m
2.				
3.				

SECTION 5: HISTORY

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

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

5.2 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: _____

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

Yes: ☐ No: ☒ Unknown: ☐

SECTION 6: PLANS

6.1 Every application shall be accompanied by a sketch [SAMPLE on page 8] (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.

SECTION 7: CONSENT OF THE OWNER TO THE PAYMENT OF REQUIRED FEES AND POTENTIAL FEES

I, JEFF ROWLEY, 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.

Date: 08/22/2026
(mmm/dd/yyyy)

Signature of Owner: 

SECTION 8: AFFIDAVIT OR SWORN DECLARATION

The contents 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 of Oath or other person empowered to take Affidavits.

Dated at the Township of McKellar this 25th day of August 2026
(Current Location) (Day) (Month) (Year)

I, Jeremiah Livingston of the Township of McKellar in the
(Full Name) (Residing Municipality)

County/District/Regional Municipality of Parry Sound solemnly declare that
(Current County/District/Regional Municipality)

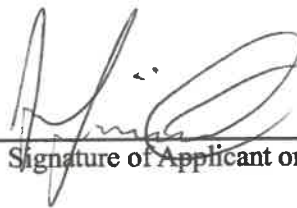
all the statements contained in this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT**,

DECLARED BEFORE ME at the Township of McKellar in the District
of Parry Sound this 25th day of August 2026.



Commissioner of Oaths

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



Signature of Applicant or Agent

SECTION 9: AUTHORIZATIONS

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

Date: 08/22/26
(mmm/dd/yyyy)

Signature of Owner:



9.2 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, JEFF ROWLEY, 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 Jeremiah Livingston, 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: 08/22/2026
(mmm/dd/yyyy)

Signature of Owner: 

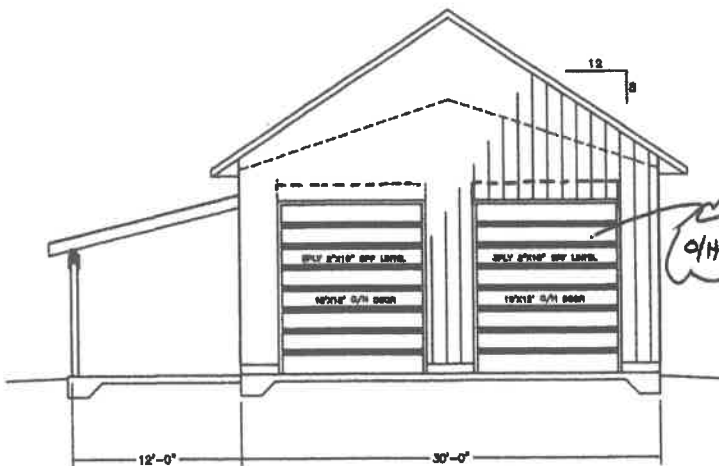
**SECTION 10: CONSENT OF THE OWNER TO THE USE
AND DISCLOSURE OF PERSONAL INFORMATION**

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

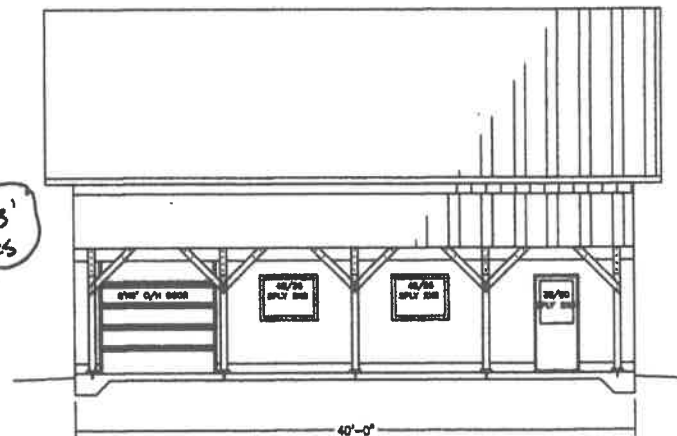
I, JEFF ROWLEY, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that 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.

Date: 08/22/2026
(mmm/dd/yyyy)

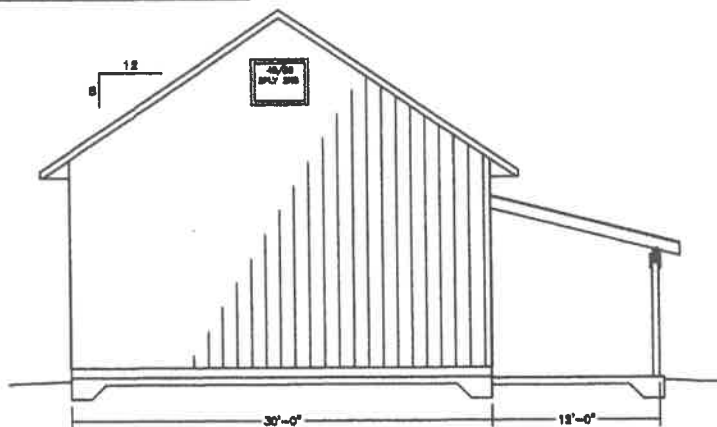
Signature of Owner: 



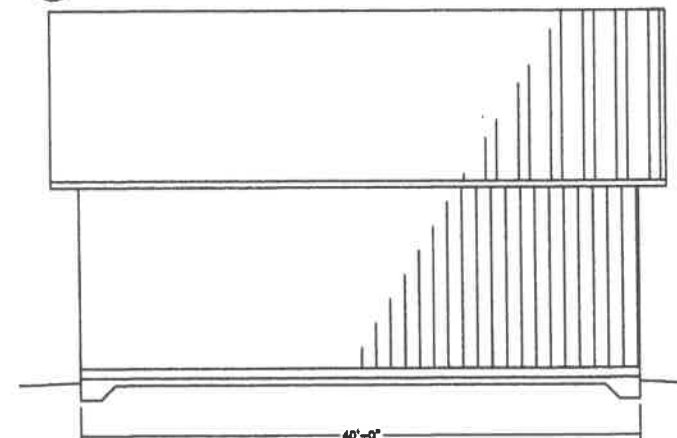
FRONT ELEVATION



LEFT ELEVATION



REAR ELEVATION



RIGHT ELEVATION



JC Engineering
BOX 24083, WEST END RPO
SAULT STE. MARIE, ON
P6C 6G7



Civil Engineering
Services

revisions		drawing issue
date	rev. no.	description
10/05/2026	0	ISSUED FOR APPROVAL

project
30ft x 40ft Garage

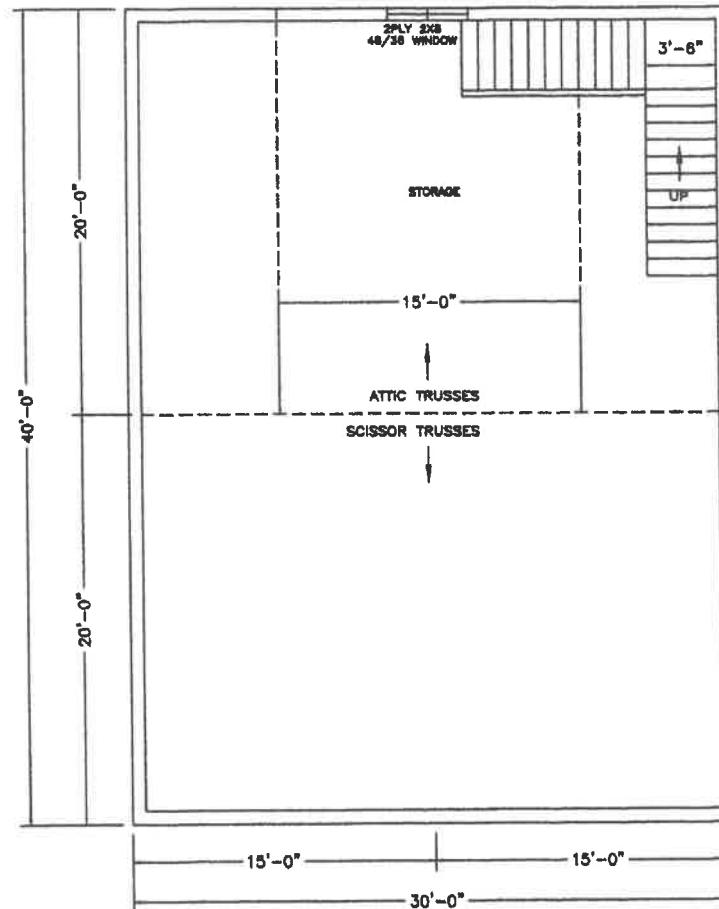
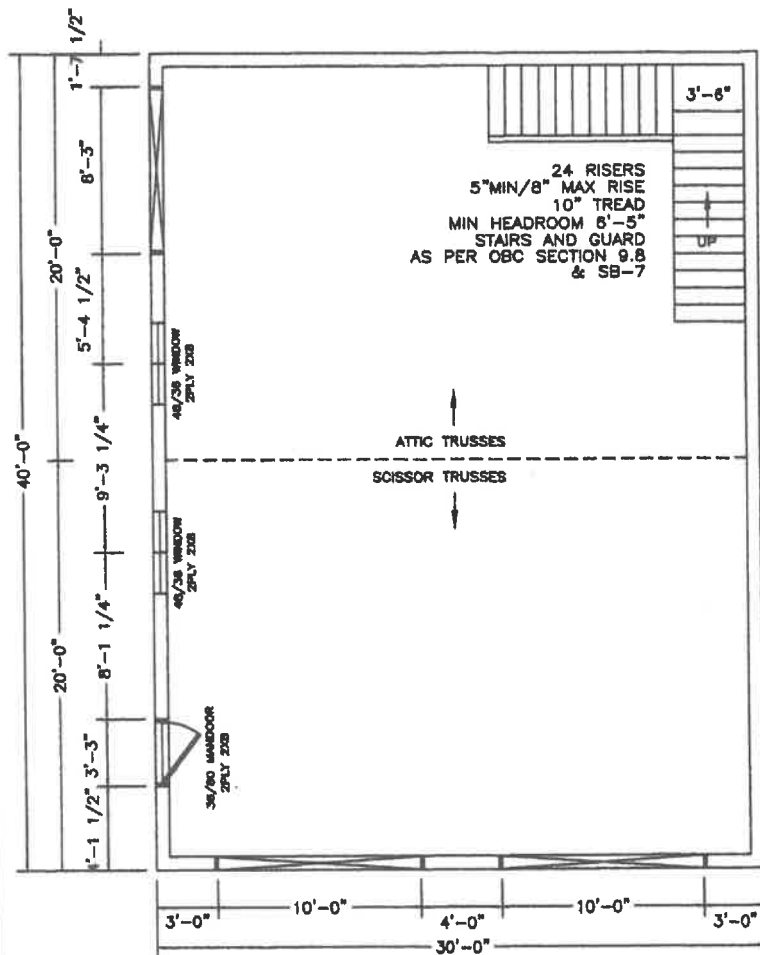
client JEFF ROWLEY
24 RIVERVIEW MCCELLAR, ON

title
ELEVATIONS

date: 10/05/2026	des. by: JC	des. no.:
scale: NTS	ch'd by: JC	

L1

job no.: JC2808



24 RISERS
5"MIN/8" MAX RISE
10" TREAD
MIN HEADROOM 6'-5"
STAIRS AND GUARD
AS PER OBC SECTION 9.8
& SB-7



JC Engineering
BOX 24083, WEST END RPO
SAULT STE. MARIE, ON
P6C 6G7



Civil Engineering
Services

revisions		drawing issue
date	rev. no.	description
10/05/2028	0	ISSUED FOR APPROVAL

project:
30ft x 40ft Garage

client: JEFF ROWLEY
24 RIVERVIEW MODELAR, ON

title:
FLOOR PLANS

date: 10/05/2028	des. by: JC	exp. no.:
scale: NTS	chk'd by: JC	

L2

job no: JC2808

STEEL ROOF C/W CONTINUOUS RIDGE VENT
MEMBRANE AS PER MANUFACTURER
1" T&G EXTERIOR GRADE PLYWOOD SHEATHING
PRE-ENGINEERED ATTIC ROOF TRUSSES @ 24" c/c
INSTALLED PER MANUFACTURERS INSTRUCTIONS

STEEL CLADDING
1X3 STRAPPING
TYPAR HOUSE WRAP
7/16" OSB SHEATHING
2x6 STUDS @ 16" OC

ENGINEERED CONCRETE SLAB

30'-0"

BUILDING SECTION

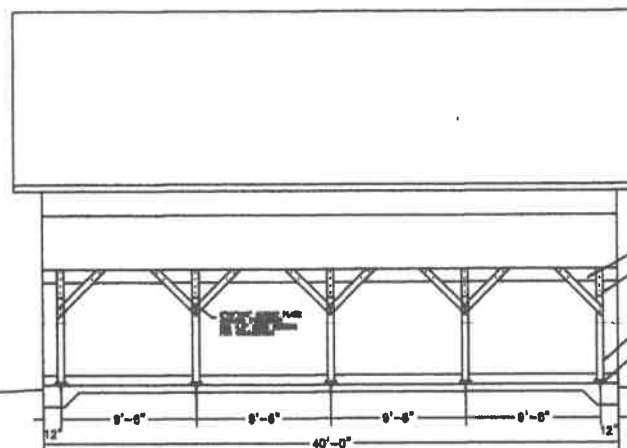
STEEL ROOF C/W CONTINUOUS RIDGE VENT
MEMBRANE AS PER MANUFACTURER
1" T&G EXTERIOR GRADE PLYWOOD SHEATHING
PRE-ENGINEERED BOSSBOR ROOF TRUSSES @ 24" c/c
INSTALLED PER MANUFACTURERS INSTRUCTIONS

STEEL CLADDING
1X3 STRAPPING
TYPAR HOUSE WRAP
7/16" OSB SHEATHING
2x6 STUDS @ 16" OC

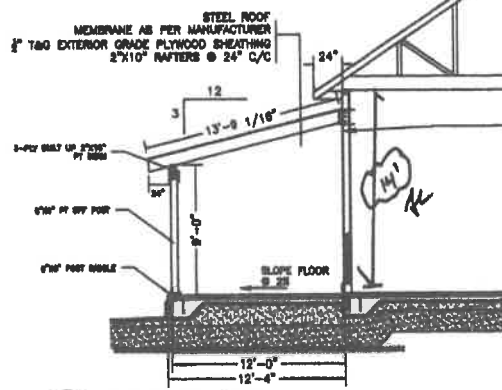
6" POURED CONCRETE SLAB
6X8-8GA W/W
OPTIONAL R10 RIGID INSULATION

30'-0"

BUILDING SECTION 2



LEAN-TO SECTION 1



LEAN-TO SECTION 2

2"x12" LEDGER BOARD
3EA 3/8" DIA X 4.8" LG
@16" C/C INTO STUDS
SUPPORT STRONG TIE RAFTER
HANGER
@ 16" C/C



JC Engineering
BOX 24063, WEST END RPO
SAULT STE. MARIE, ON
P6C 6C7



Civil Engineering
Services

revisions / drawing issue		
date	rev. no.	description
10/05/2020	0	ISSUED FOR APPROVAL

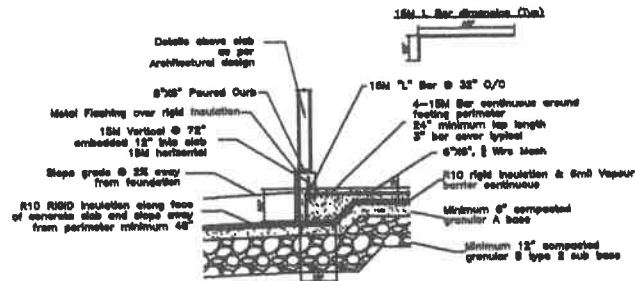
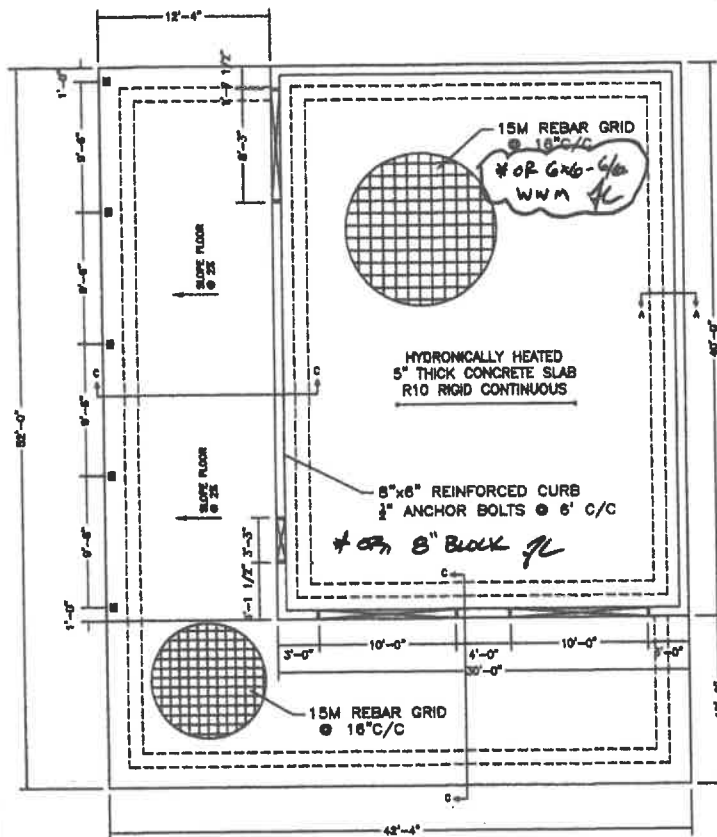
project
30ft x 40ft Garage
client
JEFF ROWLEY
84 RIVERVIEW MANOR, ON

title
SECTIONS

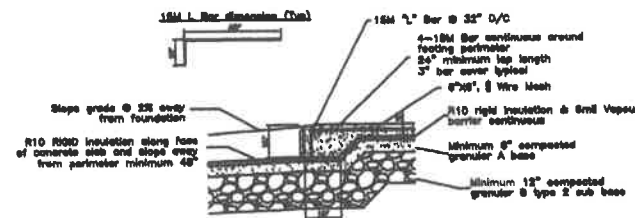
date 10/05/2020
author NTS
checked by JC

L3

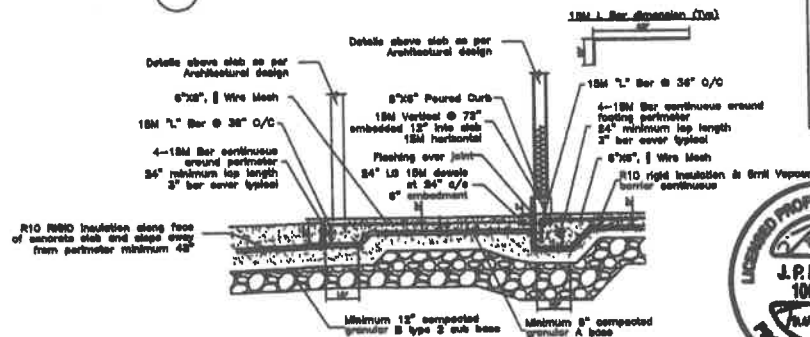
#8" BLOCK TO 15M @ 72" DOWEL INTO SLAB
12" LG & 6" EMBEDMENT *fl*



SECTION A-A



SECTION B-B



STRUCTURAL NOTES AND SPECIFICATIONS

GENERAL

- The contractor shall as a part of their work check and verify all dimensions and elevations. Any discrepancies shall be reported to the designer before proceeding with construction.
- Unless specifically noted on the drawings, no provision has been made in the design for conditions occurring during construction. The contractor is to provide all necessary bracing and shoring required for any stresses and instability caused during construction. The contractor shall accept full responsibility for all such measures.

EXCAVATION/SUBGRADE

- All top soil and organic material to be removed and backfilled with Granular B Type.
- Minimum 6" of Granular A beneath slab.
- Granular A and B to be compacted with 1000lb plate packer in 12" lifts to 95% SPDD.
- Finish grade to be 4" below finished floor and sloped away from foundation to ensure proper drainage.
- Subgrade shall consist of non frost susceptible soil with minimum bearing resistance of 75kPa.
- Professional Engineer to review and approve native soil & subgrade preparation.

CONCRETE WORK

- All concrete work shall conform to CAN/CSA A23.1/A23.2.
- Concrete strength 32MPa, 15mm stone, 5-8% air, max water to cement ratio of 0.45.
- 3" clear cover to reinforcement steel typical.
- Reinforcing steel to be Grade 400 MPa yield strength.
- Anchor bolts meet ASTM A307.
- Any services that penetrate into the slab shall be installed in sleeves to allow for small slab movement.
- Slab to be sawcut with diamond blade in sections no larger than 10'x10'. Slab must be sawcut within 24hrs +/- 4hrs to control shrinkage and temperature effects.
- Apply cure and seal within 24 hrs.

DESIGN NOTES

ALL LOADS ARE UNFACTORED
ROOF LIVE LOAD : 2.0 kPa
ROOF DEAD LOAD : 0.75 kPa
FLOOR LIVE LOAD : 2.4 kPa
FLOOR DEAD LOAD : SELF WEIGHT



JC Engineering
BOX 24063, WEST END RPO
SAULT STE. MARIE, ON
P6C 8G7



Civil Engineering
Services

revisions		drawing issue
date	rev. no.	description
10/05/2025	0	ISSUED FOR APPROVAL

project
30ft x 40ft Garage

client JEFF ROWLEY
24 INTERVIEW MCCELLAR, ON

title
FOUNDATION PLAN & SECTIONS

date 10/05/2025
author HTS
drawn by JC
checked by JC

L4

job no.: JC2509