

Hi John

Thank you for your email dated, October 4 2025, wherein you provided me with great information and guidance with respect to our Permission Application process. Attached please find the following:

Permission Application Form, duly executed

Site survey with the legal non-confirming dwelling plotted, including new septic location and existing parking

\$800 fee

Environmental Impact Statement prepared by Ainley Group

I would be happy to answer any questions you have and look forward to working with you.

Municipality of Hastings Highlands

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OCT 13 2025

Minor Variance or Permission Application

3. Property information

Civic address: 141 O-At-Ka Road
Assessment Roll Number: 12-90-278-010-14500-0000
Former Geographic Township Herschel County of Hastings
Legal Description: Part A - Plan Lot 4 and Part Lot 5 R.C.P. 2278 Municipality of Hasting Highlands

Lot frontage (m): 29.8 Lot Depth (m): 92.5 Lot Area (ha): see survey
Date the subject property was acquired by current owner: February 3, 2022

4. Access to property (select one):

- Provincial highway Right-of-way
 Municipal Road (year-round maintenance) Water (see next page)
 Municipal Road (seasonal maintenance)
 Other (please specify): _____

Where access to the subject land is by water only:

Docking facilities Location: n/a
Distance of Docking facilities from subject land: n/a
Distance of Docking facilities from public road: n/a
Parking facilities Location: n/a
Distance of Parking facilities from subject land: n/a
Distance of Parking facilities from public road: n/a

- 5. Is 66 feet Shore Road Allowance owned by Applicants?** Yes No N/A
If yes, please include documentation to support this. If no water frontage, select N/A.
If No, is development happening on the Shore Road Allowance? Yes No

6. Servicing of the Property

Water is provided to the subject land by:

- Publicly owned/operated pipe water system
 Privately owned/operated individual well
 Privately owned/operated communal well
 Lake or other waterbody
 Other means (please explain): _____



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Sewage is provided to the subject land by:

- Publicly owned/operated sanitary sewage system
- Privately owned/operated individual septic system
- Privately owned/operated communal septic system
- Privy
- Other means (please explain): _____

Storm drainage is provided to the subject land by:

- Sewers
- Ditches
- Swales
- Other means (please explain): none

7. Current Land Use

Current designation of the property in the County of Hastings Official Plan:
RURAL/WATERFRONT

Current zoning of the property in the Comprehensive Zoning Bylaw:
Waterfront Residential (WR)

What is the land currently being used for? Please explain:

Family Cottage

Length of time the current use of the land has continued: 1957

What are the land uses of adjacent and neighbouring properties?

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8. Existing buildings/structures

Include the following for each building(s) or structure(s) on the property:

Existing Building/Structure 1 (both metric and imperial units):

Type of building: Single Family Dwelling

Date constructed: 1957

Height of building (to the midpoint of the roof): 28f/8.5344m

Front lot line setback: See Survey Dimensions: 40fx20f/12.192mx6.10m

Rear lot line setback: 283f/86.2584m Floor area: 800 sq f/74.32 sq m

Side lot line setback: 11 f x 3.3528m Side lot line setback: 31f/9.4488m

Distance to water (if applicable): approx 30f/9.14m

Existing Attached Structure (such as a deck) (metric and imperial units):

Type of building: Shed 1

Date constructed: 1957

Height of building (to the midpoint of the roof or top of deck): 6f/1.8288m

Front lot line setback: 19.69f/6m Dimensions: 5f x 6f/1.52 m x 1.83 m

Rear lot line setback: 292f/89m Floor area: 30sqf/2.79sqm

Side lot line setback: 1f/.30488m Side lot line setback: 95f/29m

Distance to water (if applicable): 19.69f/6m

Note: If there are any additional attached decks, porches, etc., include them as an Existing Building/Structure below.

Existing Building/Structure 2 (both metric and imperial units):

Type of building: Shed 2

Date constructed: 1957

Height of building (to the midpoint of the roof): 8.f/2.44m

Front lot line setback: 67f/20.42m Dimensions: 10f x 9f/3.05mx2.74m

Rear lot line setback: 236f/71.9328m Floor area: 90sqf/8.36sqm

Side lot line setback: 0f/0m Side lot line setback: 87f/26.52m

Distance to water (if applicable): 67f/20.42m



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Existing Building/Structure 3 (both metric and imperial units):

Type of building: Porch in front of house with stairs
 Date constructed: 1957
 Height of building (to the midpoint of the roof): n/a
 Front lot line setback: 25f/7.62m Dimensions: 5fx14f/1.52mx4.27m
 Rear lot line setback: attached house Floor area: 70sqf/6.5sqm
 Side lot line setback: 29f/8.84m Side lot line setback: 38f/11.58m
 Distance to water (if applicable): 25f/7.72m

Existing Building/Structure 4 (both metric and imperial units):

Type of building: Deck including stairs
 Date constructed: 1958
 Height of building (to the midpoint of the roof): n/a
 Front lot line setback: 26f/7.92m Dimensions: 24fx20f/7.315mx 6.096m
 Rear lot line setback: 283f/86.2584m Floor area: 480sqf/44.82sqm +stairs
 Side lot line setback: 9f/2.74m Side lot line setback: n/a
 Distance to water (if applicable): 26f/7.92m

Existing Building/Structure 5 (both metric and imperial units):

Type of building: _____
 Date constructed: _____
 Height of building (to the midpoint of the roof): _____
 Front lot line setback: _____ Dimensions: _____
 Rear lot line setback: _____ Floor area: _____
 Side lot line setback: _____ Side lot line setback: _____
 Distance to water (if applicable): _____

Note: If there are additional buildings, please attach (a) separate page(s) to this Application.



9. Summary of Development Proposal

Provide a complete written description of the nature of the application with details of the proposed development including but not limited to: proposed use(s), height/storeys, floor area(s), number of parking/loading spaces, landscape area, etc. If additional space needed, attach (a) separate page(s) to this Application.

See attached: Schedule A

10. Relief

Provide a written explanation of the nature and extent of the relief being requested from the Comprehensive Zoning Bylaw. A land use planning consultant or other qualified professional may be able to assist you:

Please see EIS report, dated October, 2024 from Ainley Group Ainley File No. 24081-1

Schedule A

Reconstruction of an existing cottage dwelling and relocation of the associated septic system.

The proposed dwelling will generally be in the location of the existing footprint; however, requires an expansion to the rear (east) of approximately 3.0 m. The expansion to the side (south) of approximately 1.0 m and a slight shift of the Dwelling side (north) will bring the side yard setbacks into legal conformity of the bylaw. The proposed dwelling will be approximately 9.0 m x 13.0 m, and a new replacement deck will be built along the south side of the dwelling.

A bungalow with a walkout basement (already existing). Floor area will be approximately 1,290 square feet/119.84 square meters

The proposed dwelling will not encroach any closer to the water than the existing. In addition, the existing septic system is proposed to be removed, with a new system being constructed approximately 30 m – 40 m to the rear (east) of the existing cottage dwelling.

A new foundation will be constructed. It is recommended that excavation associated with foundation construction be minimized to the extent possible given the proximity of the proposed development to Baptiste Lake. The proposed development is shown in Appendix F of the EIS.

The existing docks will be replaced with docks of an equal or lesser footprint, and existing rock within the water will be placed to better stabilize the existing shoreline of the subject property.

Proposed development to include excavation and grading for the proposed new foundation / dwelling addition and movement of the septic. No modifications are proposed to the existing shoreline.

Construction activities are anticipated to require the removal of two (2) White Pine, and one (2) White Cedar. These trees are located at the rear of the existing dwelling. It is understood that no riparian trees are proposed for removal.

Existing parking spaces to remain no further vegetation disturbance

11. Reason

Provide a written explanation of why the proposed development or use cannot comply with the Comprehensive Zoning Bylaw. How or can the proposal be modified to comply with the regulations? A land use planning consultant or other qualified professional may be able to assist you in providing an explanation:

Municipality' s Comprehensive Zoning Bylaw No. 2004-035 requires development to be no closer than 30 metres to the high water mark and requires a 30 metre natural vegetative buffer area along the shoreline. The existing dwelling was built before the zoning required this setback; and it is interpreted that " grandfathering" would not apply to the proposed cottage addition. As such, these development plans require the support of an EIS . Please see EIS report, dated October, 2024 from Ainley Group Ainley File No. 24081-1, which provides the recommendations required to allow for compliance. We can make a slight shift to the existing dwelling to the north. By doing this, we will make the side yard set backs conforming to the Comprehensive Zoning Bylaws. (shown in site plan)

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12. Rationale

Did you conduct a Pre-consultation with the Municipality? Yes No
If yes, please include any correspondence with the Municipality.

Tests for a Minor Variance or Permission Application

Please provide a written explanation of why/how the proposed development or use is consistent with the Provincial Policy Statement and either meets the tests of a Minor Variance or Permission Application. To see these tests, check the Minor Variance or Permission Guide. A land use planning consultant or other qualified professional may be able to assist you in providing planning rationale to support your Application. If more space needed to answer, please attach (an) additional page(s):

Please see EIS report, dated October, 2024 from Ainley Group Ainley File No. 24081-1. - Under Section 5.1 of the report.

Minor Variance or Permission Application**13. Property/proposed development**

Include the following for each proposed building(s) or structure(s) on the property:

Proposed Building/Structure 1 (both metric and imperial units):Type of building: Single Family DwellingDate to be constructed: 2025/2026Height of building (to the midpoint of the roof): 28 f/8.5344mFront lot line setback: 26.25 f/8m Dimensions: 43x30 f/13.11x9.14mRear lot line setback: 268 f/81.69m Floor area: 1,290 sq f/119.84 sq mSide lot line setback: 9.81 f/2.99 m Side lot line setback: 30.22 f/9.21 mDistance to water (if applicable): 26.25 f/8m***Proposed Attached Structure (such as a deck) (metric and imperial units):***Type of building: Deck with no screen portionDate to be constructed: 2025/2026Height of building (to the midpoint of roof or top of deck): 10 f/3.05 mFront lot line setback: 41.99 f/12.8m Dimensions: 17x18 f/5.18 x5.49 mRear lot line setback: 268 f/81.69m Floor area: 306 sq f/28.43 sq mSide lot line setback: 52.82 f/16.1 m Side lot line setback: 12.4 f/3.67 mDistance to water (if applicable): 41.99 f/12.8m***Proposed Building/Structure 3 (both metric and imperial units):***Type of building: Deck with screened portionDate to be constructed: 2025/2026Height of building (to the midpoint of roof): 25 f/7.62 mFront lot line setback: 58.58f/17.85m Dimensions: 18x18 f/5.49x5.49 mRear lot line setback: 268 f/81.69m Floor area: 324 sq f/30.1 sq mSide lot line setback: 56.99f/17.37m Side lot line setback: 12.4f/3.78mDistance to water (if applicable): 58.58f/17.85m

Note: If there are additional buildings, attached decks, attached porches, etc., please attach a separate page to this Application.

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14. Land Uses and Features

Are any of the following uses or features on the subject lands and/or within 500 metres of the subject lands (Please indicate if it applies with a 'Yes' and an 'N/A' if it does not. Any features indicated with a 'Yes', please identify on your site plan):

	On Subject Lands	Within 500 Metres (unless otherwise specified)
An agricultural operation (any livestock facility, occupied or vacant, including manure storage)	N/A	N/A
A landfill (active or non-operating) (within 1000 metres)	N/A	N/A
An active mine site (within 1000 metres)	N/A	N/A
A rehabilitated or abandoned mine site or mine hazards (within 1000 metres)	N/A	N/A
An active gravel pit or quarry	N/A	N/A
Any industrial use (current or former)	N/A	N/A
Provincial Park or Crown Lands	N/A	N/A
A floodplain	N/A	N/A
Significant wildlife habitat (such as a deer yard) and/or significant habitat of Species at Risk (including but not limited to endangered and threatened species)	N/A	N/A
Lake, river, stream, creek, pond or other water feature	Yes	Yes
Fish habitat	N/A	N/A
Provincially Significant Wetland	N/A	N/A
Any known cultural heritage, archaeological resources and/or areas of archaeological potential?	N/A	N/A
A slope, including a steep and/or unstable slope with an angle of three-to-one (horizontal:vertical) or 18 degrees	N/A	N/A

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15. Other Planning Applications

Has the property been or is the property currently the subject of any of the following (include file number and status)? Check all that apply:

- Official Plan Amendment _____
- Consent (Severance) _____
- Plan of Subdivision _____
- Zoning Bylaw Amendment Application _____
- Minor Variance Application _____
- Site Plan Control Application _____

16. Site Plan Requirements

The site plan will have to be clear and Minimum requirements for a site plan will show the following:

- The boundaries and dimensions of the subject land.
- The location, size and type of all existing and proposed buildings and structures, including septic systems, in the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear lot lines, and the side yard 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 (including railways, roads, watercourses, drainage ditches, lake, pond, river or stream, banks, wetlands, wooded areas, wells, and septic tanks).
- The current uses on land that are 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.
- The location and nature of easements and right-of-ways affecting the subject land.
- If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- The distance of the proposed buildings or structure to any water features, including, but not limited to, lakes, rivers, streams, creeks and ponds.
- Any land uses and/or features noted above on Page 8 of this Application.
- For proposals on waterfront properties, the Municipality recommends including a landscaping plan in the Application to indicate how natural vegetation will be maintained or restored on the property.

