



**ARNPRIOR**

**Town of Arnprior**

**Committee of Adjustment Meeting**

**Date: Wednesday, January 7<sup>th</sup>, 2026**

**Time: 7:00 p.m.**

**Location: Council Chambers, 2<sup>nd</sup> Floor, Town Hall  
105 Elgin Street West, Arnprior**

- 1. Call to Order**
- 2. Roll Call**
- 3. Land Acknowledgement Statement**
- 4. Adoption of Agenda (Additions/ Deletions)**
- 5. Disclosures of Pecuniary Interest**
- 6. Adoption of the Minutes of Previous Meeting(s)**
  - a) **November 26, 2025** (Page 1-3)
- 7. Presentations/ Delegations**
- 8. Matters Tabled/ Deferred/ Unfinished Business**
- 9. New Business**
  - a) **B6-25 – 82 and 84 Seventh Ave.** – Consent application to sever two existing single detached dwellings where the properties have merged on title. (Page 4-18)
  - b) **A08-25 – 20 Thomas St. N.** – minor variance application requesting variance from Section 6.4.7 a) of the Town of Arnprior Zoning By-law No. 6875-18, to reduce the minimum setback from the interior side lot line for a deck from 1.2 m to 0.5 m for construction of a deck in the interior side yard facing the Ottawa Valley Recreation Trail. (Page 19-28)
- 10. Adjournment**

**Full Distribution:** Committee of Adjustment



**Minutes of the Committee of Adjustment Meeting  
November 26<sup>th</sup>, 2025  
7:00 PM  
Council Chambers, Town Hall**

**Committee and Staff Attendance**

**Committee Members Present:**

Murray Chown, Chair  
Ted Strike, Councillor  
Lynn Cloutier, Councillor  
Peter Anas, Committee Member  
Bradley Samuel, Committee Member

**Town Staff Present:**

Alix Jolicoeur, Secretary-Treasurer  
Kaitlyn Wendland, Deputy Clerk

**Committee Members Absent:**

**1. Call to Order**

Chair Murray Chown called the Committee of Adjustment meeting to order at 7:00 PM and welcomed those present.

**2. Roll Call**

The roll was called, with all Members of the Committee being present.

**3. Land Acknowledgement**

Chair Murray Chown asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

"I would like to begin by acknowledging that the land on which we work, and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory."

**4. Adoption of the Agenda**

Resolution

Moved by Lynn Cloutier

Seconded by Peter Anas

**Be It Resolved That** the agenda for the Committee of Adjustment Meeting dated November 26<sup>th</sup>, 2025, be adopted.

Resolution Carried

**5. Disclosure of Pecuniary Interest**

Bradley Samuel, Committee Member, declared a pecuniary interest on item 9(a) due to the nature of his employment.

**6. Adoption of the Minutes of the Previous Meeting(s)**

Resolution

Moved by Ted Strike

Seconded by Bradley Samuel

**That** the minutes for the July 22<sup>nd</sup>, 2025, Committee of Adjustment meeting be adopted.

Resolution Carried

**7. Presentations/Delegations**

None

**8. Matters Tabled/Deferred/Unfinished Business**

None

Bradley Samuel, Committee Member, vacated his seat at 7:02 PM.

**9. New Business**

**a) A07-25 – 17 Ottawa St. (Minor Variance Application)**

Resolution

Moved by Lynn Cloutier

Seconded by Ted Strike

**That** the application for minor variance A07-25 – 17 Ottawa St. be approved as requested.

Resolution Carried

Chair Murray Chown asked the applicant to provide an introduction. The applicant highlighted that they are looking to make a net zero house and the addition of this porch will aide their ability to install solar panels.

Committee Members asked for clarification of the measurements between the two drawings. Staff confirmed that it is a minor deviation that could be attributed to rounding of measurements.

Chair Murray Chown asked staff to provide the applicant with the information for their next steps following the approval.

Bradley Samuel returned to his seat at the completion of this item at 7:08 PM.

## **10. Adjournment**

Resolution

Moved by Lynn Cloutier

Seconded by Ted Strike

**That** the Committee of Adjustment meeting adjourn at 7:09 PM.

Resolution Carried



## Town of Arnprior Committee of Adjustment Report

**File Number:** B6/25

**Meeting Date:** January 7, 2026

**Report Author:** Alix Jolicoeur, Manager of Community Services/Planner

**Re:** Severance of 82 and 84 Seventh Ave to re-establish two lots

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### Application Overview:

**Owner:** Jonathan Charbonneau, c/o Timothy S. McCann

**Location of Property:** 82 and 84 Seventh Ave., legally described as Part of Lot 3 Concession C, McNab Part of the road allowance between Concession C and D McNab as closed by by-law R92135, all being Parts 1 and 2 on plan 49R 6961, Arnprior, ON

### Purpose of Application

The purpose of the application is to sever two existing single detached dwellings where the properties have merged on title.

### Background:

**Official Plan:** Established Residential Area

**Zoning:** Residential One (R1)

The subject property was previously two lots, however, the lots were not created through a subdivision application or consent.

Based on a review of our records it appears that, in 1985, the Town of Arnprior sold several lots under the Housing Development Act, of 1980, as per By-law 3475-85, for residential development. The By-law title indicates that the town was “reselling” the lots and the Parcel Register provided indicates there was “no subdivision agreement” in May of 1984.

The Housing Development Act, 1980, states in Section 17, the municipality had the right to create and sell these lots without Planning Act approval:

“17. If there is an official plan in effect in a municipality that includes provisions relating to the provision of housing, which provisions have been approved by the Minister subsequent to the coming into force of this section, or if the Council of a municipality has adopted a policy statement containing provisions relating to the provisions of housing which statement has been approved by the Minister, the council of the municipality may,

- (a) acquire and hold land, with or without buildings thereon, within the municipality for the purpose of a housing project;
- (b) survey, clear, grade, subdivide, service and otherwise prepare such land for the purpose of the project; and
- (c) sell, lease or otherwise dispose of such land for a nominal or other consideration for housing purposes. 1974, c. 31, s. 7

More recently, 82 and 84 Seventh Ave. came under the same ownership and merged on title. The purpose of the application is to re-establish the properties lines between these two addresses.

## **Planning Analysis:**

### **Provincial Planning Statement, 2024**

The Provincial Planning Statement, 2024, requires that municipalities provide for an appropriate range and mix of housing options to meet projected needs of current and future residents by “permitting and facilitating all types of residential intensification including... development and introduction of new housing options within previously developed areas...” (2.2.1. b) 2.)

The proposed severance would allow for future residential intensification if proposed within a previously developed area on existing municipal services as, once severed, each lot would be permitted up to 2 additional dwelling units.

### **Town of Arnprior Official Plan**

The subject property is designated Established Residential Area. The designation permits single-detached dwellings, semi-detached dwellings, and duplex dwellings.

Policies for established residential areas permit new lot creation subject to the following criteria:

- a) “The frontage of the new lot(s) is generally compatible with the average lot frontages on the same side of the street to maximize, to the greatest extent possible, the separation between new and existing dwellings;
- b) The trees and vegetation will be retained and enhanced where possible on the new lots and additional landscaping will be provided to integrate the proposed development with adjacent development and the existing neighbourhood;
- c) New driveways are sited to minimize tree loss;
- d) The width of new driveways are minimized; and,
- e) The orientation and sizing of the new lots do not have a negative impact on significant views and vistas that help define a residential neighbourhood.”

The severance of the lot back into two properties would meet all of the applicable Official Plan provisions for Established Residential Areas.

### **Town of Arnprior Zoning By-law**

The subject property is zoned Residential One (R1).

Permitted uses in the Residential One zone include: single-detached dwelling, semi-detached dwelling, duplex dwelling, additional dwelling unit, home business, bed and breakfast establishment, childcare center, and home child care.

Applicable provisions for single detached dwellings in the Residential One zone are outlined below:

<b>Provision</b>	<b>Required</b>	<b>Provided</b>
<b>Minimum lot frontage (semi-detached)</b>	13.5 m	15.0 m
<b>Minimum front yard</b>	6.0 m	6.4 m
<b>Minimum interior side yard</b>	1.2 m	1.2 m +
<b>Minimum rear yard</b>	6.0 m	19.7 m

The proposed severed and retained lot meet applicable provisions for the R1 zone for single detached dwellings.

## Planning Evaluation of Consent Application B6/25

Concern:	Yes	No
<b>Appropriateness of Consent Process:</b>		
More than one or two lots being created		X
New municipal road will be required		X
Further severances intended		X
Past consent or subdivision applications have been processed for this site		X
Consent activity in area has been reviewed	X	
<b>Conformity with Policy and Land Use Controls:</b>		
"Consistent With" matters of Provincial Interest	X	
Conforms to the Official Plan and any adjacent development (OP Designation <u>Established Residential Area</u> )	X	
Complies with existing or proposed Zoning By-law (Zoning Residential One)	X	
If it does not comply, is a rezoning is required?	N/A	
If it does not comply, is a minor variance is required?	N/A	
<b>Evaluation of Site and Surrounding Area:</b>		
Site is suitable for proposed use	X	
Road access is adequate	X	
Dimensions and shape of lot are appropriate	X	
Consideration given to natural resources and flood control	X	
Utilities and municipal services adequate	X	
School sites adequate	X	
Any land proposed for public purposes? If yes, extent:		X
Consideration given to physical layout as it relates to energy conservation		N/A
<b>Long Term Impact of Approval (Cumulative Effect of Many Consents):</b>		
Affect on municipal servicing costs (additional roads, snow plowing, garbage collections) and local rates of taxation		X



Concern:	Yes	No
Negative influence on how surrounding land can or cannot be used (create remnant parcels of inappropriate size for future use)		X
Affect on safety and efficiency of road systems		X
Affect on future use of area's natural resources (will resources be available for use now and in the future)		X
Affect attractiveness of landscape (can it be enhanced with site planning, landscaping, buffers, etc.)		X
<b>Are conditions required?</b>		
Parkland Dedication: None		X
Road Widening		X
Drainage Plan		X
Site Plan		X
<b>Other:</b>		X

### Previous/Concurrent Applications:

None

### Comments:

None received to date



### Recommended Conditions:

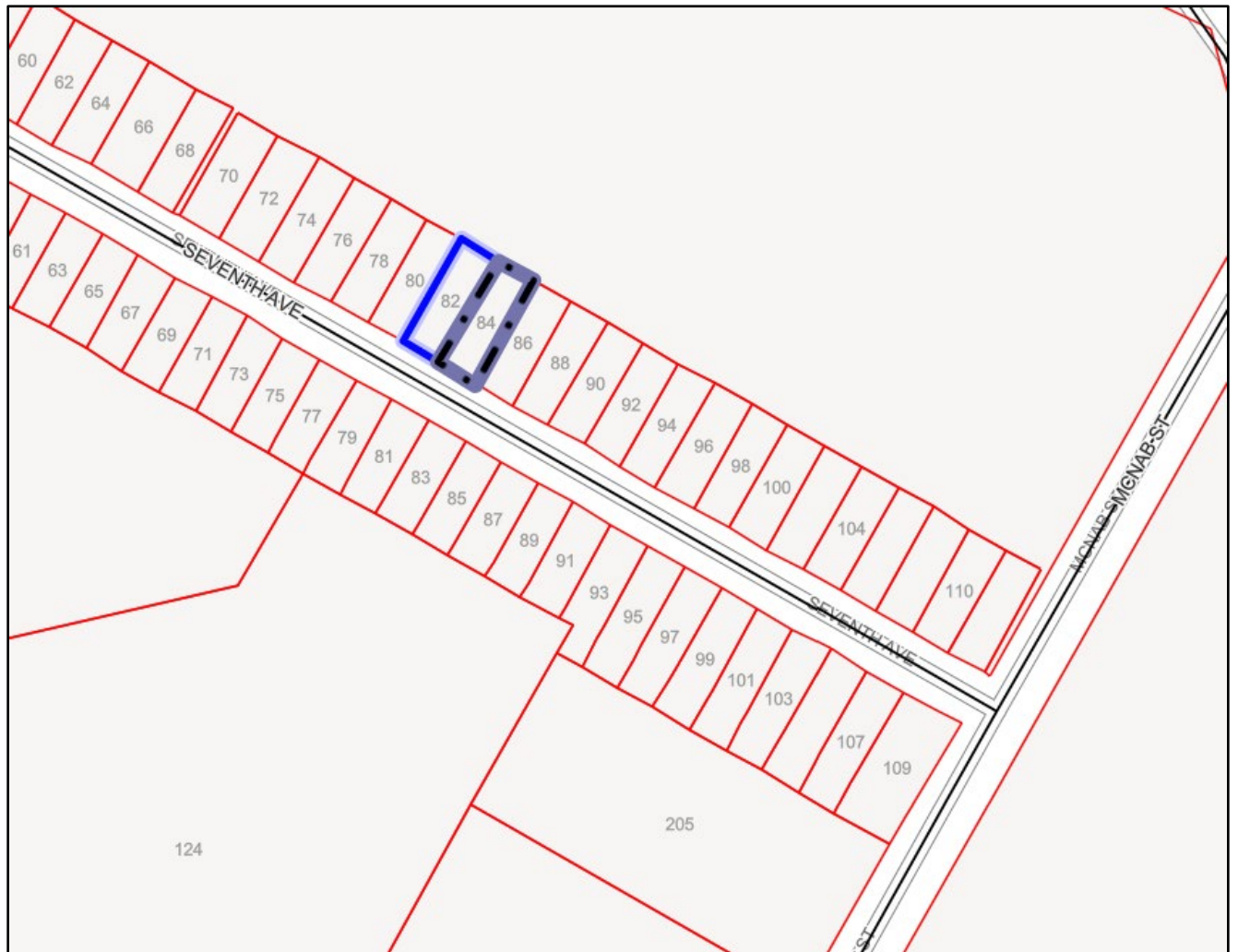
None

### Attachments:

1. Key Plan
2. B6-25 Notice of Public Hearing
3. Official Plan and Zoning Maps
4. Plan of survey showing the proposed consent
5. Site Plan showing setbacks to proposed lot lines

## 1. Key Plan:

-  Proposed lands to be severed
-  Proposed lands to be retained



## **2. B6/25 Notice of Public Hearing**



Committee of Adjustment for the Town of Arnprior

File No. B6-25

**Notice of Public Hearing**  
Application for Consent

In The Matter of Section 53, Chapter P.13 of the Planning Act, R.S.O. 1990; and  
In The Matter of an application for consent, with respect to the following:

**Location of Property:** 82 and 84 Seventh Ave., legally described as Part of Lot 3 Concession C McNab, Part of a road allowance between concessions C & D McNab, as closed by by-law R92135 all being parts 1 and 2 on plan 49R6961, Arnprior

**Purpose and Effect of Consent Application:**

The purpose of the application is to sever two existing single detached dwellings where the properties have merged on title.

Take notice that the consent application will be heard by the Committee of Adjustment for the Town of Arnprior on **Wednesday, January 7<sup>th</sup>, 2026 at 7:00 p.m.** in Council Chambers at Town Hall, 105 Elgin Street West, Arnprior, ON.

A key plan is attached. Additional information and materials regarding this application are available for inspection during regular office hours at Town Hall, 105 Elgin Street West, Arnprior.

You are entitled to attend this Public Hearing in person to express your views about the application or you may be represented by Counsel for this purpose. If you wish to make written comments on this application, they may be forwarded to the Secretary-Treasurer of the Committee of Adjustment at the address below. If you do not attend the hearing, it may proceed in your absence.

If a person or public body has the ability to appeal the decision of Corporation of the Town of Arnprior in respect of the proposed consent to the Ontario Land Tribunal but does not make written submissions to Corporation of the Town of Arnprior before it gives or refuses to give a provisional consent, the Tribunal may dismiss the appeal.

If you wish to be notified of the decision of Corporation of the Town of Arnprior in respect of the proposed consent, you must make a written request to the Corporation of the Town of Arnprior at Town of Arnprior 105 Elgin Street W., Arnprior, ON K7S 0A8


Dated this 18<sup>th</sup> day of December 2025.

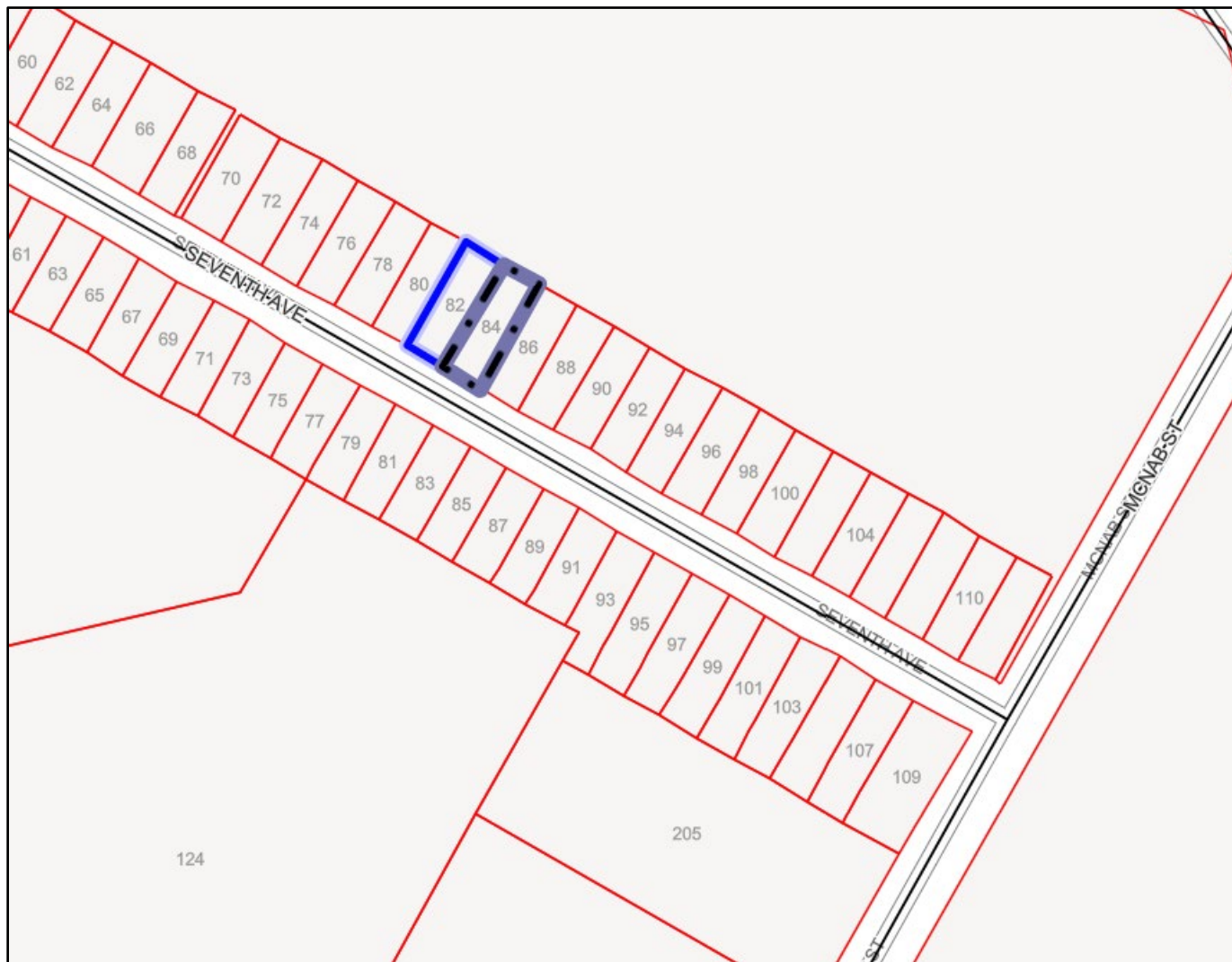
**Alix Jolicoeur**

Secretary-Treasurer, Committee of Adjustment  
(613)-623-4231 or [planning@arnprior.ca](mailto:planning@arnprior.ca)  
Town of Arnprior  
105 Elgin Street West  
Arnprior, ON K7S 0A8

## Key Plan:

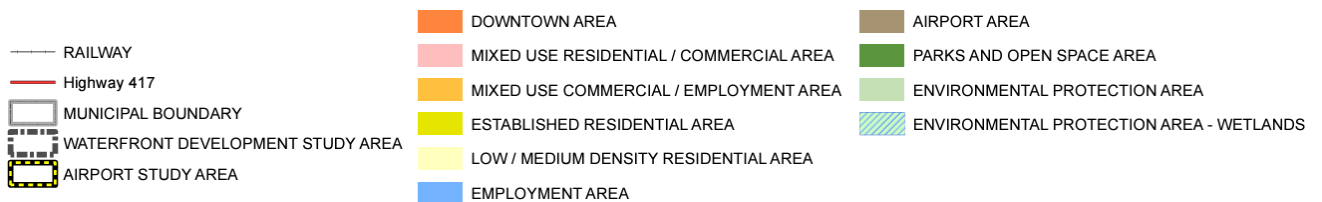
 Proposed lands to be severed

 Proposed lands to be retained



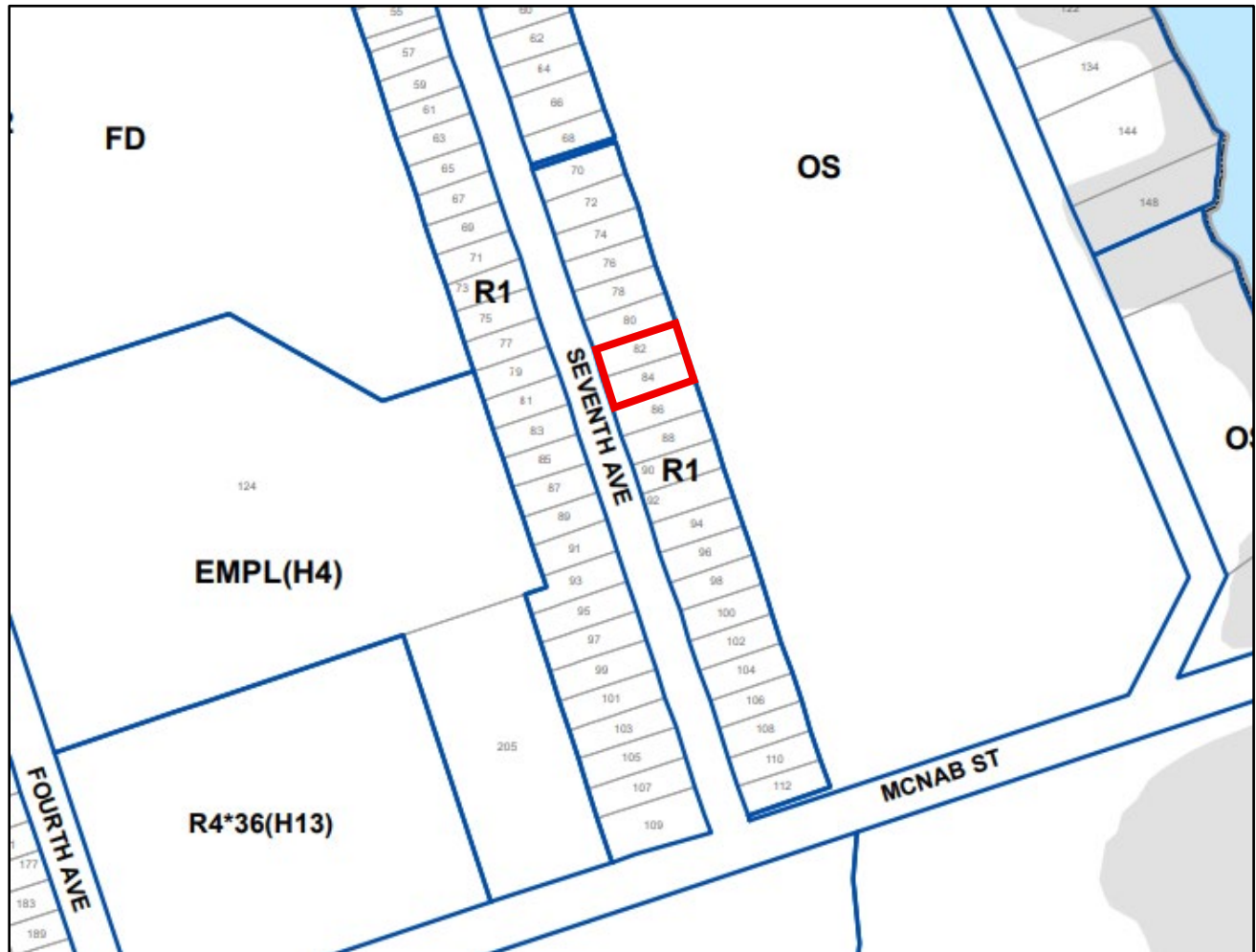
### 3. Official Plan and Zoning Maps

Official Plan Schedule A section showing the Official Plan designation of the subject and surrounding properties. The subject property is outlined in red.





Zoning By-law Schedule A section showing the zoning of the subject and surrounding properties. The subject property is outlined in red.

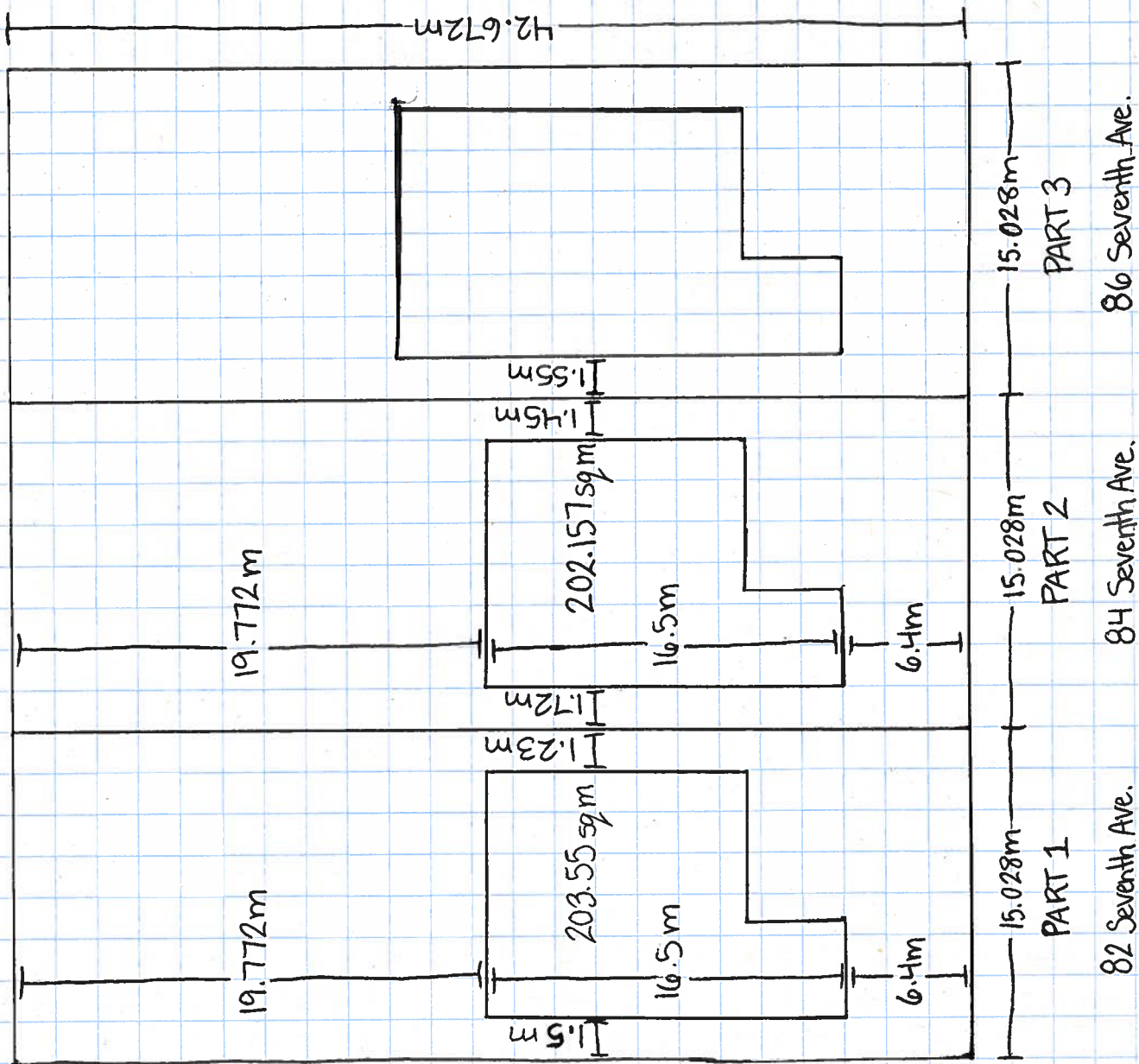


#### **4. Plan of survey showing the proposed consent**





## **5. Site Plan showing setbacks to proposed lot lines**





## **Town of Arnprior Committee of Adjustment Report**

**File Number:** A08-25

**Meeting Date:** January 7, 2026

**Report Author:** Robin Paquette, CAO

**Re:** Application for Minor Variance for 20 Thomas St. N.

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### **Application Overview:**

**Agent/Owner:** Bruce and Bonnie Robertson

**Location of Property:** 20 Thomas St. N, legally known as Lot 58, Plan 110, Part 1, Plan 49R-3255

### **Purpose of Application**

Permission is requested for variance from Section 6.4.7 a) of the Town of Arnprior Zoning By-law No. 6875-18, to reduce the minimum setback from the interior side lot line for a deck from 1.2 m to 0.5 m for construction of a deck in the interior side yard facing the Ottawa Valley Recreation Trail.

### **Background:**

**Official Plan:** Established Residential Area

**Zoning:** Residential One (R1)

### **Zone Provisions**

The applicable provisions for a deck are found in section 6.4.7 of the zoning by-law and require the following:

Decks are permitted in the interior side, exterior side and rear yard provided that the deck is:

- a) No closer than 1.2 metres from the interior side lot line, in cases where an interior side yard is required for the main building;
- b) No closer than 3.0 metres from the exterior side lot line; and,
- c) No closer than 3.0 metres from the rear lot line.

## **Context**

The subject property is located within an established subdivision. The lot contains an existing detached dwelling on a lot which is at the dead end of Thomas Street North and abutting the Ottawa Valley Recreation Trail owned by the County of Renfrew.

When the applicant advised they wished to replace an existing deck on the interior side yard of the property, staff noted that the original deck had been constructed without a permit. The deck does not currently meet the required interior side yard setback and the applicant was advised if they wished to replace in the same location, they could apply for a minor variance to request a reduction in the minimum required setback between the proposed replacement deck and interior side lot line.

## **Planning Analysis:**

Under Section 45(1) of the Planning Act there are four tests a minor variance must meet. To be considered appropriate, the application must meet all four tests:

- Does the application conform to the general intent and purpose of the Official Plan?
- Does the application conform to the general intent and purpose of the Zoning By-law?
- Is the application desirable for the appropriate development of the lands in question?
- Is the application minor?

As per the site plan in attachment the deck meets applicable deck provisions 6.4.7 b and c, however, the deck is proposed to be located at 0.5 m from the interior side lot line where the by-law requires 1.2 m.

The applicant has applied for relief from the Zoning By-law in order to allow the deck to remain at 0.5 m from the interior side lot line.

The purpose of the 1.2 m setback to the interior side lot line is to ensure adequate space for any required maintenance to the deck and access to the rear yard as required without impeding or encroaching onto any neighbouring property.

The applicant has reviewed possible alternative locations for the deck. It does appear that there are locations in the rear yard that provide access to the exterior of the home. There is sufficient access to the rear yard on the opposite side of the dwelling.

The Official Plan does not contain specific policies which apply to deck locations and setbacks.

In the opinion of staff, the minor variance requested is desirable for the appropriate development of the lands in question. In the opinion of staff, the application is minor, in that it is not anticipated to create additional negative impacts on abutting property owners.

**Previous/Concurrent Applications:**

None.

**Comments:**

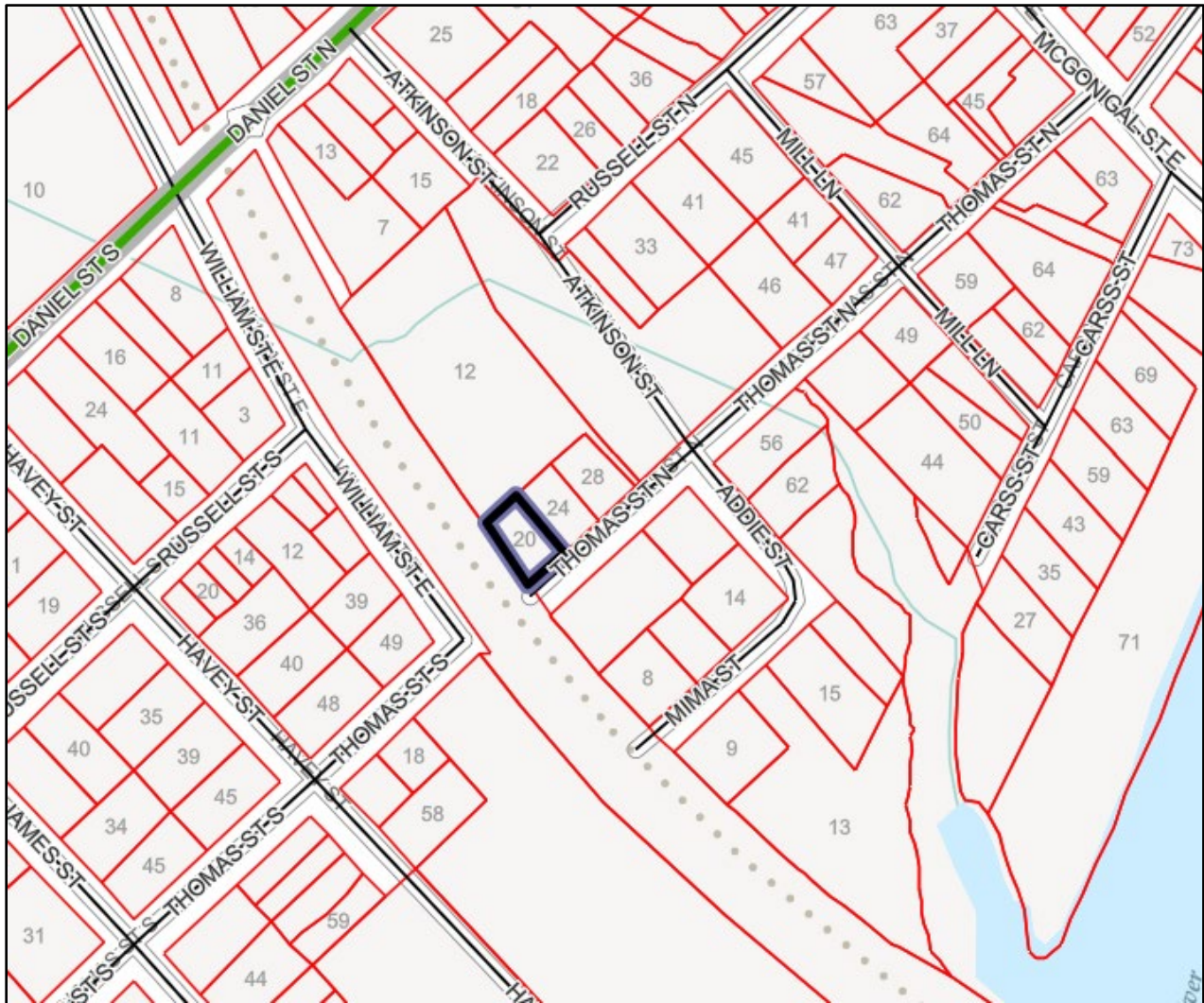
No public comment was received.

**Attachments:**

1. Key Plan
2. A10-24 Public Hearing Notice
3. Official Plan and Zoning Maps
4. Hand drawn site plan from the applicant with mark-up



## 1. Key Plan:



## **2. A10-24 Public Hearing Notice**



**Notice of Public Hearing**  
Application for Minor Variance

In The Matter of Section 45, of the Planning Act, R.S.O. 1990; and  
In The Matter of an application for minor variance, with respect to the following:

Take notice that the minor variance application will be heard by the Committee of Adjustment for the Town of Arnprior on **Wednesday, January 7<sup>th</sup>, 2026, at 7:00 p.m.** in Council Chambers at Town Hall, 105 Elgin Street West, Arnprior, ON.

Location of Property: 20 Thomas St. N., legally described as Plan 110 Part of lot 58, being Part 1 on RP49R-3255, Arnprior ON

**Purpose and Effect of Minor Variance Application:**

Permission is requested for variance from Section 6.4.7 a) of the Town of Arnprior Zoning By-law No. 6875-18, to reduce the minimum setback from the interior side lot line for a deck from 1.2 m to 0.5 m for construction of a deck in the interior side yard facing the Ottawa Valley Recreation Trail.

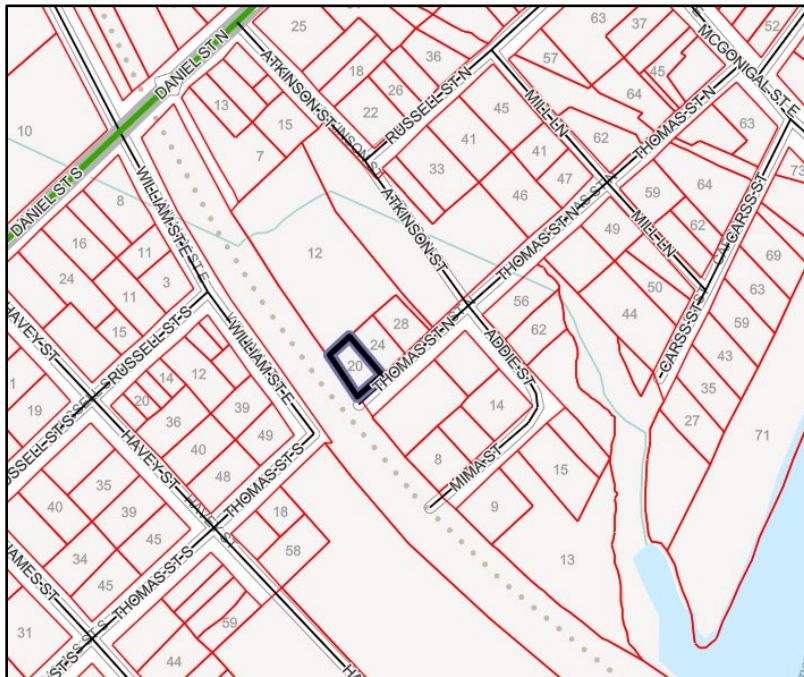
Official Plan: Established Residential Area

Zoning: Residential One (R1)

If you are receiving this notice because you are the owner of property in the area of the minor variance that contains seven or more residential units, you must also post this notice in a location that is visible to all of the residents of your property.

Copies of the proposed minor variance, and any additional information relating to the proposal, are available for inspection by contacting the Planning office at 613-623-4231 ext. 1827 during regular office hours or by emailing [planning@arnprior.ca](mailto:planning@arnprior.ca).

**Key Plan:**

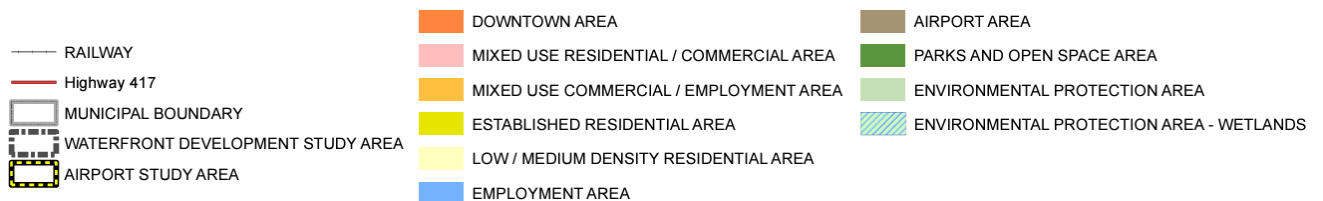


Dated this 18<sup>th</sup> day of December 2025

**Robin Paquette,**  
Chief Administrative Officer (CAO)  
(613)-623-4231 or [planning@arnprior.ca](mailto:planning@arnprior.ca)  
Town of Arnprior  
105 Elgin Street West  
Arnprior, ON K7S 0A8

### 3. Official Plan and Zoning Maps

Official Plan Schedule A section showing the Official Plan designation of the subject and surrounding properties. The subject property is outlined in red.



Zoning By-law Schedule A section showing the zoning of the subject and surrounding properties. The subject property is outlined in red.



#### **4. Hand drawn site plan from the applicant with mark-up**



