

ST. JOSEPH ISLAND PLANNING BOARD MEETING

Monday, August 18th, 2025

7:00 P.M.

Township of Hilton Municipal Office

2983 Base Line Road (Hwy. 548), Hilton Beach, Ontario

AGENDA

Declarations of Pecuniary Interest:

Minutes of Previous Meeting:

Agenda Review/Additions:

Consent Applications:

Consent Application # 3/25 – Jane Kent
re: Pt. Lot 1, Concession K, St. Joseph Twp.

Delegations:

None

Correspondence:

St. Joseph Township (5)
re: Richards Landing Community Improvement Plan
- Zoning By-law Amendments Notices (2)
- Zoning By-law Conformity – 1082 B Line Rd.
- Notice of Proposed Shore Road Allowance Sale

Discussion/Reports/New Business:

New Official Plan Update

Payment of Accounts:

Adjourn:

ST. JOSEPH ISLAND PLANNING BOARD

NOTICE OF APPLICATION FOR CONSENT TO SEVER LAND

TAKE NOTICE that the St. Joseph Island Planning Board has received a complete application for consent to sever land and will meet to consider this application on:

Monday, August 18th, 2025 at 7:00 p.m.

at the

Township of Hilton Municipal Office
2983 Base Line Road (Hwy. 548), Hilton Beach, Ontario

The purpose and effect of the subject application for consent is to permit the severance of one new rural residential lot from part of Lot 1, Concession K, Township of St. Joseph. The proposed new lot would consist of approximately 36 hectares (90 ac.) of agricultural land with frontage of 754 metres (2,475 ft.) on A Line Road and has a single farm residence and outbuildings located thereon. The parcel proposed to be retained consists of about 4 hectares (10 ac.) with road frontages of about 251 metres (825 ft.) on A Line Road and has a single residence and private garage located thereon. The two parcels were previously under separate ownership but have merged under the provisions of the Planning Act as a result of common ownership.

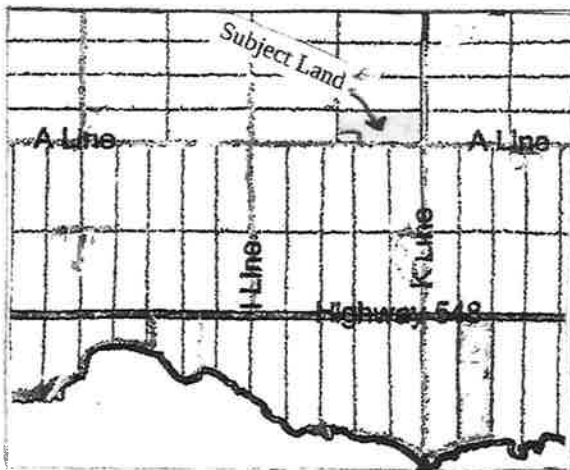
ADDITIONAL INFORMATION regarding the application is available for inspection by contacting the Secretary-Treasurer of the St. Joseph Island Planning Board at the address shown herein.

ANY PERSON may attend the meeting and/or make written or verbal representation either in support of or in opposition to the proposed consent. If a person or public body that files an appeal of a decision of the St. Joseph Island Planning Board in respect of the proposed consent does not make written submission to the St. Joseph Island Planning Board before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

If you wish to be notified of the decision of the St. Joseph Island Planning Board in respect of the proposed consent, you must make a written request to:

St. Joseph Island Planning Board
P.O. Box 290
Richards Landing, Ontario P0R1J0

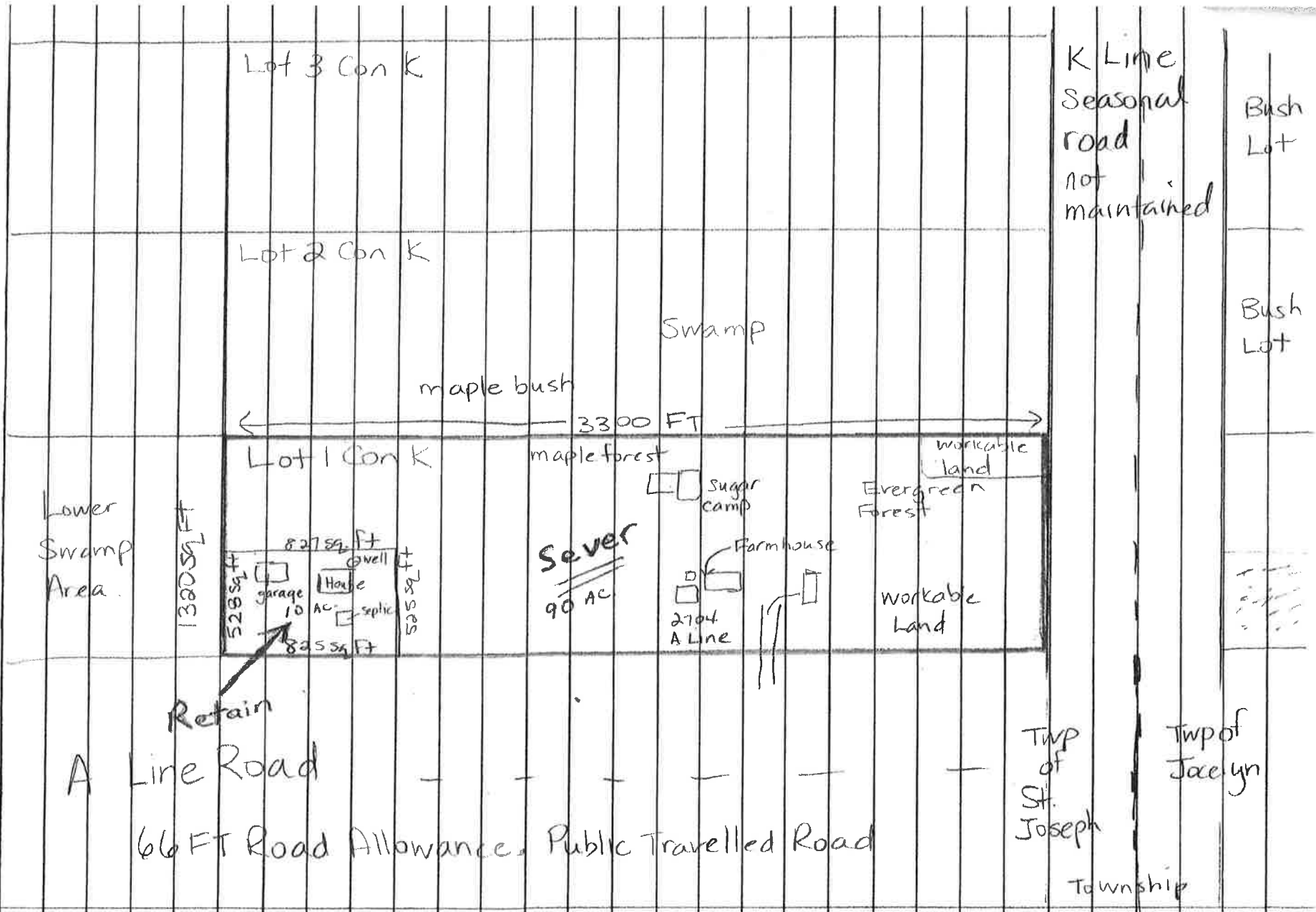
KEY MAP



Dated at St. Joseph Island
this 24th day of July, 2025

Michael Jagger, Secretary-Treasurer
St. Joseph Island Planning Board
Telephone: 705-542-4606
Email: sjiplanningboard@gmail.com

Applicant: Jane Kent
Consent Application # 3/25

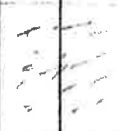


Required Sketch for Jane Kent
 Address: 2704 A Line, Richards Landing ON POK 150
 Lot 1 Concession K Municipality St. Joseph

K Line
 Seasonal
 road
 not
 maintained

Bush
 Lot

Bush
 Lot



Planning Report

To: St. Joseph Island Planning Board

From: Michael Jagger, Secretary-Treasurer

Date: August 18, 2025

Re: Consent Application # 3/25 – J. Kent - Lot 1, Concession K, St. Joseph Twp.

Background:

This application proposes to sever one new rural residential lot from part of Lot 1, Concession K, in the Township of St. Joseph. The proposed lot to be severed would consist of approximately 36 hectares (90 acres) of rural/agricultural land with frontage of 754 metres (2,475 feet) on A Line Road and contains a single residence and outbuildings. The proposed lot to be retained consists of approximately 4 hectares (10 acres) with road frontage of approximately 251 metres (825 feet) on A Line Road and has a single residence and private garage located on it. The parcels were granted consent approval from the ministry in the late 1970's and were under separate ownership but merged under provisions of the *Planning Act*, when both lots came under common ownership.

The subject lands are located in the Rural land use designation. The current and proposed use of the lot to be severed is residential/agricultural. The current and proposed use of the lot to be retained is residential. The subject lands are surrounded by residential and agricultural uses.

Notice of this application has been circulated in accordance with the provisions of the Planning Act. To date, no objections have been received. Correspondence was received from the Township of St. Joseph, and Council has no objection to the proposed consent application.

Planning Rationale:

Section A2.3 of the Official Plan encourages the maintenance and enhancement of the open space character of the rural area, and a landscape dominated by agricultural fields and forest. Section A2.3.2 identifies strategic objectives for the rural area including:

- To protect the agricultural land base by regulating lot creation and preventing the intrusion of non-compatible uses;
- To avoid the intrusion of land uses that are incompatible with the rural character and/or resource activities of the area.
- To permit agri-business and secondary uses that support local producers and contribute to the local economy.

Section B6.3 of the Official Plan indicates that agricultural uses shall be permitted in the Rural land use designation and Section B 6.4.1 provides that “a maximum of two new residential lots may be created from a lot in the Rural designation for residential purposes” subject to various criteria including:

- a. The severed lot will not remove good agricultural land from production;

- b. Both the severed and retained lots are no smaller than 2.0 hectares and have a minimum frontage of 150 metres on an improved year-round maintained public road; and
- c. The proposed lot complies with the criteria set out in Section D4 (General Consent Policies).

The current and proposed usage of the subject property and adjacent properties are agricultural and/or residential.

The municipality's zoning by-law permits both detached dwellings and agricultural uses in the Rural – RU Zone in which the subject property is located and establishes a minimum lot size of 2 ha with at least 150 metres road frontage.

Section D4.2 outlines the general criteria under which new lots may be created by consent, and the proposed severance meets all the applicable requirements.

The proposed new lot and the retained lot meet the use, size and location requirements outlined in the Official Plan and the municipality's zoning by-law.

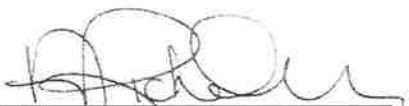
Options:

Approve the application as submitted without conditions, approve the application with conditions, defer the application or refuse the application.

Recommendation:

That Application No. 3/25 by Jane Kent be provisionally approved subject to the following conditions:

- 1. This approval shall apply to the severance of one new lot from Lot 1, Concession K, Township of St. Joseph, with an area of approximately 36 hectares (90 acres) and frontage of about 754 metres (2,475 ft.) on A Line Road.
- 2. Prior to the deeds for this transaction being stamped:
 - i. All property taxes levied against the subject properties shall be paid in full;
 - ii. The applicant shall convey 5% of the subject lands to the municipality, if requested, for park purposes. Alternatively, the municipality may require cash in lieu of all or a portion of such conveyance.
- 3. The subject transaction shall be completed within two years of the date of notice of this approval.



Amanda Richardson
Asst. Secretary-Treasurer



NOTICE OF PASSING OF A COMMUNITY IMPROVEMENT PLAN
BY
THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

TAKE NOTICE that pursuant to Section 28 of the Planning Act, R.S.O. 1990, c. P.13, the Council of the Township of St. Joseph passed By-law 2025-38 on July 16, 2025, adopting a Community Improvement Plan (CIP). The purpose of the Community Improvement Plan is to encourage and support the revitalization and long-term improvements, beautification, and economic development of key areas within the Township, including the Richards Landing downtown core, waterfront, Women's Institute and Tranter Parks.

AND TAKE NOTICE that any individuals, corporations and public bodies may appeal a by-law to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf. No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If you intend to appeal this zoning by-law, a Notice of Appeal must be filed with Corporation of the Township of St. Joseph via the Ontario Land Tribunal e-file portal at <https://onl.tribunal.gc.ca/efile-tribunal-ontario>, no later than 20 days from the date of this Notice, and shall include:

1. The reasons for the appeal and the specific part of the By-Law to which the appeal applies.
2. A completed Appellant Form. This form is to be completed by the appellant for appeals relating to the By-Law and is available on the Ontario Land Tribunal website.
3. A fee in the amount of \$1,100.00, pursuant to the Ontario Land Tribunal Act, 2021, S.O. 2021, payable by credit card, certified cheque or money order to the Minister of Finance.

If the e-file portal is down for any reason, an appeal can be filed by email to tbl@onl.tribunal.gc.ca. The last day for filing a Notice of Appeal is August 12th at 4:00 p.m., 2025.

The CIP applies to the designated Community Improvement Project Area as defined in By-law 2025-37. A copy of the Community Project Area and Community Improvement Plan and associated by-law are available for public review at the Township Office during regular business hours or online at www.stjoseph-township.on.ca.

Notice Date: July 24, 2025

Amanda Richardson
CAO/Clerk-Treasurer

The Township of St. Joseph
1669 Arthur Street – P.O. Box 187
Richards Landing, ON P0R 1J0

E: clerkadmin@stjwp.ca PH: (705) 246-2625 x. 202



THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

P.O. Box 187 - Richards Landing, Ontario P0R 1J0

PH: (705) 246-2625 E: clerkadmin@sjtwp.ca

NOTICE OF PUBLIC MEETING: ZONING BY-LAW AMENDMENT

TAKE NOTICE that Council for the Corporation of the Township of St. Joseph has received an application and will consider an amendment to the Township's Zoning By-Law regarding the following property:

Applicant (Surname): WALZ
Subject Property Legal Description: CON A LOT 5PT SHORE RD ALLOW PT PCL 5600 ACS PCL 8304
ACS RP AR99 PT 2 RP 1R7996 PT 1
Subject Property Civic Address: 735 lakeside Drive
File Number: ZBA 2025-04
Notice Date: June 26, 2025

Purpose and Effect: The proposed Zoning By-law Amendment would seek to amend the municipality's Zoning By-law Section 4.21.1 Shoreline Setbacks to reduce the setback to 15.24 metres (50 feet) to permit the construction of an addition to an existing building.

The Council of The Township of St. Joseph will hold a public meeting to consider the proposed amendment on **Wednesday, July 16, 2025, beginning at 6:45 p.m.** in Council Chambers at the Township's Municipal Administration Building.

Any person may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed amendment. Written submissions should be addressed to the undersigned, by no later than 4:00 p.m. on Wednesday, July 9, 2025.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of St. Joseph before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the decision of The Township of St. Joseph on the proposed zoning by-law amendment, you must make a written request to the CAO/Clerk-Treasurer via regular mail or email (contact information above).

Additional information relating to the proposed zoning by-law amendment is available for inspection at The Township of St. Joseph Municipal Office, located at 1669 Arthur Street in Richards Landing.

A key plan showing the property location can be found on the reverse of this notice.

DATED AT THE TOWNSHIP OF ST. JOSEPH
THIS 26th Day of June 2025

Amanda Richardson, CAO/Clerk-Treasurer
The Township of St. Joseph
clerkadmin@sjtwp.ca
(705) 246-2625 x. 202



THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

P.O. Box 187 - Richards Landing, Ontario P0R 1J0

PH: (705) 246-2625 E: clerkadmin@sitwp.ca

NOTICE OF THE PASSING: ZONING BY-LAW AMENDMENT

Applicant: Walz
Subject Property: CON A LOT 5PT SHORE RD ALLOW PT PCL 5600 ACS PCL 8304 ACS RP AR99 PT 2 RP 1R7996 PT 1
File Number: ZBA 2025-04
Date of Decision: July 16, 2025
Date of Notice: July 22, 2025
Last Day to Appeal: August 10, 2025

The Council of the Corporation of The Township of St. Joseph passed By-law **2025-36** on **July 16, 2025**, to amend the Township's Zoning By-law, as amended, under section 34 of the *Planning Act*. Council received written and oral submissions regarding the said By-law for which the effect was both duly considered and formed part of the deliberations of Council. Notice shall be given to any prescribed person or public body who has the right to appeal these by-laws. If you choose not to appeal these by-laws, no further action is necessary.

Purpose and Effect

The purpose of the Zoning By-Law Amendment **2025-04** was to amend the municipality's Zoning By-law section 4.21.1 (Setbacks from Shoreline) to reduce the minimum setback from the established high-water mark from 30 metres (100 feet) to 15.24 metres (50 feet) to facilitate the proposed construction of an addition to an existing seasonal residence.

Appeal Process

Only individuals, corporations and public bodies may appeal a by-law to the Ontario Land Tribunal (OLT). A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

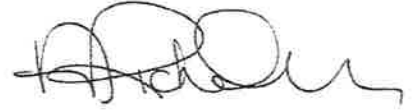
No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If you intend to appeal this zoning by-law, a Notice of Appeal must be filed with Corporation of the Township of St Joseph via the OLT e-file portal at <https://olt.gov.on.ca/e-file-for-public-users/>, no later than 20 days from the date of this Notice for each by-law and shall include:

1. The reasons for the appeal and the specific part of the proposed Zoning By-law amendments to which the appeal applies.
2. A completed A1 Appellant Form. This form is to be completed by the appellant for appeals relating to the Zoning By-law amendment and is available in the Ontario Land Tribunal e-file portal.
3. A fee in the amount of \$400.00, pursuant to the *Ontario Land Tribunal Act, 2021, S.O. 2021*, payable via the OLT e-file portal.

If the e-file portal is down for any reason, an appeal can be filed by email to clerkadmin@sitwp.ca. The last day for filing a Notice of Appeal is **August 10, 2025, at 4:00 p.m.** A true copy of By-law 2025-36 is available for review at the municipal administration office.

Dated at The Township of St. Joseph, July 22, 2025.



Amanda Richardson, CAO/Clerk-Treasurer
The Corporation of The Township of St. Joseph

Explanation

By-law No. 2025-36 applies only to the lands specified as ST JOSEPH CON B LOT 3PT, also known as 735 Lakeside Dr.; and amends the municipality's comprehensive zoning by-law (By-law No. 2011-34) as follows:

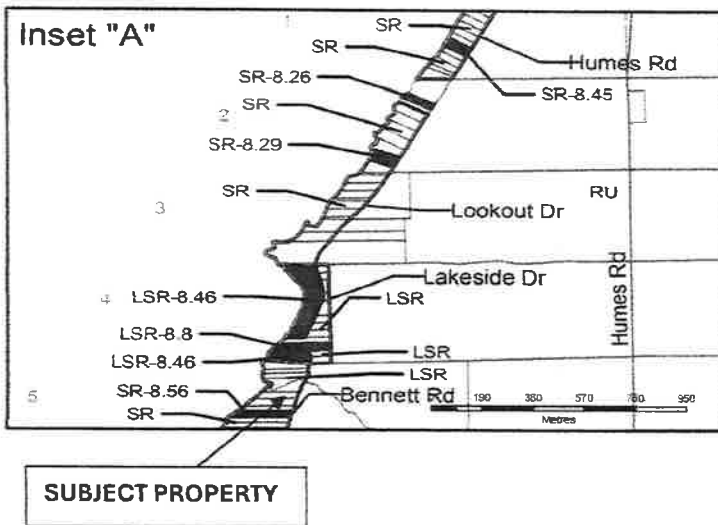
8.114 (LSR) CON A LOT 5PT SHORE RD ALLOW PT PCL 5600 ACS PCL 8304 ACS RP AR99 PT 2 RP 1R7996 PT 1 (735 Lakeside Drive)

The following specific zone standards shall apply:

1. Minimum building setback from established high-water mark shall be 15.24 metres (50 feet).
2. Construction of an addition to the front of the existing seasonal residence shall be permitted.

KEY MAP

LSR 8.114 CON A LOT 5PT SHORE RD ALLOW PT PCL 5600 ACS PCL 8304 ACS RP AR99 PT 2 RP 1R7996 PT 1 (735 Lakeside Drive)





The Corporation of the Township of St. Joseph

1669 Arthur Street
P.O. Box 187
Richards Landing, ON P0R 1J0
Telephone: 705-246-2625
Fax: 705-246-3142
www.stjosephtownship.com

August 14, 2025

St. Joseph Island Planning Board
Attn: Michael Jagger, Secretary-Treasurer
P.O. Box 290
Richards Landing, ON P0R 1J0

Re: Zoning By-Law Amendment for 1082 B Line Rd

At their meeting on August 13, 2025, Council for the Township of St. Joseph reviewed the application for a zoning by-law amendment submitted by the owners of 1082 B Line Road (CON B LOT 9PT PCL 4688 ACS). As you are aware, the applicants intend to submit an application to the Planning Board for consent to sever the subject property from the neighboring lot, which was previously merged on title under the Planning Act when purchased under common ownership.

Council discussed the history of the lot(s), noting that 1082 B Line Road was a separate lot at the time of the municipality's zoning by-law enactment (2011). Council considers the lot to continue to be a separate legal non-conforming lot, and therefore a zoning by-law amendment to reduce minimum lot size or frontage is not required prior to Planning Board consideration of a consent application.

The following resolution was passed:
Resolution #2025-202
Moved By: Steven Adams
Seconded By: Cameron Ross

BE IT RESOLVED THAT the report from the CAO/Clerk-Treasurer regarding the application for a Zoning By-Law Amendment for CON B LOT 9PT PCL 4689 ACS, also known as 1082 B Line Road, to Section 7, Table B1 – Residential Zone Standards for the Shoreline Residential Zone, to reduce the minimum lot area from 1 hectare (2.5 acres) to 0.24 hectares (0.6 acres), and to reduce the minimum required lot frontage from 45 metres (150 ft) to 30.5 metres (100 ft);
AND THAT Council deems the lot proposed to be severed as legal non-conforming, and no zoning by-law amendment is required.

Council noted that any future construction on the subject property must comply with all other applicable zoning standards (e.g., side yard and high-water setbacks) prior to the issuance of any building permits.

Please accept this letter as confirmation that the Township does not require an amendment to its Zoning By-Law before the Planning Board may consider approving a consent application for the subject property.

Respectfully,

Amanda Richardson
CAO/Clerk-Treasurer

Encl. ZBA Application & Supporting Documents

cc. Mark Lund, 1076 B Line

**THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
NOTICE OF INTENT**

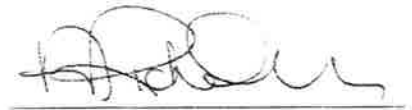
TAKE NOTICE THAT The Corporation of the Township of St. Joseph proposes to enact a By-law to stop up, close and sell the portion of the original shore allowance for the road set out and described as follows:

The part of the original shore road allowance lying in front of: ST JOSEPH PLAN H598 LOT 4; also referred to as 2312 Canoe Point Road in the Township of St. Joseph

The proposed By-law will be considered by Council at their meeting on Wednesday, July 16, 2025, beginning at 6:40 p.m. in the Council Chambers located at the Township Office - 1669 Arthur Street, Richards Landing.

At that time, Council will hear, in person or by solicitor or agent, any person who claims that their land will be prejudicially affected and who applies to be heard. Any such person may apply to the undersigned no later than 4:00 p.m., Thursday, July 10, 2025. Please note that the decision of Council will be final.

Signed at Richards Landing, June 26, 2025



Amanda Richardson
CAO/Clerk-Treasurer
clerkadmin@sjtwp.ca
The Township of St. Joseph
1669 Arthur St. – P.O. Box 187
Richards Landing ON, P0R 1J0

Key Map:

