



3. Property information

Civic address: 227 West Diamond Lake Road, Highland Grove, ON

Assessment Roll Number: 129027802007325

Former Geographic Township Herschel Ward

Legal Description: CON 3 PT LOT 34 BEING PLANS;HSR186 PART 1 AND PLAN;21R21324 PART 1 AND PLAN;21R22808 PART 1

Lot frontage (m): +/- 21 Lot Depth (m): +/- 148 Lot Area (ha): +/- 0.36

Date the subject property was acquired by current owner: August 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: _____

Distance of Docking facilities from subject land: _____

Distance of Docking facilities from public road: _____

Parking facilities Location: _____

Distance of Parking facilities from subject land: _____

Distance of Parking facilities from public road: _____

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): _____



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): _____

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:

A recreational home (cottage)

Length of time the current use of the land has continued: 50 years +

What are the land uses of adjacent and neighbouring properties?

Recreational homes (cottages)



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: EXISTING Cottage
Date constructed: +/- 1970
Height of building (to the midpoint of the roof): +/- 14' (4.27m)
Front lot line setback: +/- 452.15' (137.82m) Dimensions: 20' x 34.42' (6.10m x 10.49m)
Rear lot line setback: +/- 47.51' (14.48m) Floor area: 688.4 sq. ft. (63.99m²)
Side lot line setback: +/- 5.56' (1.70m) Side lot line setback: +/- 38.64' (11.78m)
Distance to water (if applicable): +/- 47.51' (14.48m)

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

Type of building: EXISTING Deck
Date constructed: +/- 1970
Height of building (to the midpoint of the roof or top of deck): +/- 8.83' (2.69m)
Front lot line setback: +/- 449.51' (137.01m) Dimensions: L-SHAPED (SEE PLANS)
Rear lot line setback: +/- 39.53' (12.05m) Floor area: 272 sq. ft. (25.27m²)
Side lot line setback: +/- 30.7' (9.36m) Side lot line setback: +/- 21.44' (6.53m)
Distance to water (if applicable): +/- 39.53' (12.05m)

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: GARDEN Shed
Date constructed: BE 2022
Height of building (to the midpoint of the roof): +/- 10' (3.05m)
Front lot line setback: +/- 514.22' (156.73m) Dimensions: 8' x 7' (2.44m x 2.13m)
Rear lot line setback: +/- 34.75' (10.59m) Floor area: 56 sq. ft. (5.20 sq. m)
Side lot line setback: +/- 24.0' (7.32m) Side lot line setback: +/- 70.1' (21.37m)
Distance to water (if applicable): +/- 34.75' (10.59m)



Minor Variance or Permission Application

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

Type of building: EXISTING Sided #2
 Date constructed: Pre 2022
 Height of building (to the midpoint of the roof): +/- 10' (3.05m)
 Front lot line setback: +/- 391.94' (119.46m) Dimensions: 10' x 12' (3.05m x 3.66m)
 Rear lot line setback: +/- 103.21' (31.46m) Floor area: 120 sq.ft (11.16m²)
 Side lot line setback: +/- 17.85' (5.44m) Side lot line setback: +/- 39.18' (11.94m)
 Distance to water (if applicable): +/- 103.21' (31.46m)

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

Type of building: EXISTING SEA CAN #1
 Date constructed: SPRING 2024
 Height of building (to the midpoint of the roof): 8.5' (2.59m)
 Front lot line setback: +/- 361.95' (112.76m) Dimensions: 8' x 20' (2.44m x 6.10m)
 Rear lot line setback: +/- 123.58' (37.67m) Floor area: 160 sq.ft. (14.87m²)
 Side lot line setback: +/- 9.85' (3.00m) Side lot line setback: +/- 39.22' (11.95m)
 Distance to water (if applicable): +/- 123.58' (37.67m)

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

Type of building: EXISTING SEA Cans #2
 Date constructed: SPRING 2024
 Height of building (to the midpoint of the roof): 8.5' (2.59m)
 Front lot line setback: +/- 361.45' (110.17m) Dimensions: 8' x 20' (2.44m x 6.10m)
 Rear lot line setback: +/- 130.97' (39.92m) Floor area: 160 sq.ft. (14.87m²)
 Side lot line setback: +/- 9.85' (3.00m) Side lot line setback: +/- 39.22' (11.95m)
 Distance to water (if applicable): +/- 130.97' (39.92m)

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.

It is proposed to replace the single storey cottage (20'x34.42') on piers with a new two storey cottage complete with full basement (20'x32.50') in the same orientation & location. It is also proposed to replace the existing L-shaped wood deck with one that is slightly larger than existing. No change to existing parking or landscaping. (See attached Site Plan)

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:

Relief of setbacks from rear / water side (30m required / 14.48m proposed) and interior side yard (3m required / 1.70m proposed) are being requested to allow for the cottage rebuild to be completed in the grandfathered location. The same orientation and same footprint of the cottage is to be maintained.



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:

The cottage location cannot comply with the current zoning bylaws, as the cottage was constructed pre-dating the inception of the zoning bylaws. Permission is being requested to re-build the cottage with a second storey and a full basement in the same location and orientation with a slightly smaller footprint than the original building.

If the new proposed deck is found to be unacceptable to the Municipalities satisfaction, it can be made smaller to maintain the original deck footprint. The new proposed size makes the deck more user friendly.



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):

The proposed development meets the tests for a permission application as the proposed development is appropriate for the subject property as the new cottage will remain in the existing location, orientation, and footprint. The proposed development will also not result in undue adverse impacts on the surrounding properties; again the new cottage will remain in the existing location, orientation, footprint and there are numerous other two storey cottages that surround this lake.



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: DETACHED

Date to be constructed: Fall 2025

Height of building (to the midpoint of the roof): 7'-2 1/2" (7.93m)

Front lot line setback: 7'-45.15' (137.82m) Dimensions: 34'-2" x 20'-0" (10.41m x 6.10m)

Rear lot line setback: 7'-47.50' (14.48m) Floor area: 683.3 ft² (63.50 m²)

Side lot line setback: 7'-5.63' (1.71m) Side lot line setback: 7'-38.14' (11.78m)

Distance to water (if applicable): 7'-47.50' (14.48m)

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

Type of building: DECK

Date to be constructed: Fall 2025

Height of building (to the midpoint of roof or top of deck): 7'-10'-0" (3.05m)

Front lot line setback: 7'-44.51' (137.01m) Dimensions: L-SHAPED (SEE PLANS)

Rear lot line setback: 7'-39.56' (12.06m) Floor area: 265.87 ft² (24.70 m²)

Side lot line setback: 7'-30.70' (9.36m) Side lot line setback: 7'-27.49' (8.38m)

Distance to water (if applicable): 7'-39.56' (12.06m)

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

Type of building: _____

Date to be constructed: _____

Height of building (to the midpoint of 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, attached decks, attached porches, etc., please attach a separate page to this Application.

Minor Variance or Permission Application

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	
A landfill (active or non-operating) (within 1000 metres)	N/A	
An active mine site (within 1000 metres)	N/A	
A rehabilitated or abandoned mine site or mine hazards (within 1000 metres)	N/A	
An active gravel pit or quarry	N/A	
Any industrial use (current or former)	N/A	
Provincial Park or Crown Lands	N/A	
A floodplain	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	
Lake, river, stream, creek, pond or other water feature	Yes	
Fish habitat	N/A	
Provincially Significant Wetland	N/A	
Any known cultural heritage, archaeological resources and/or areas of archaeological potential?	N/A	
A slope, including a steep and/or unstable slope with an angle of three-to-one (horizontal:vertical) or 18 degrees	Yes	



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: No

- ☐ 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.