

## COMMITTEE OF ADJUSTMENT - NOTICE OF HEARING

### THE CORPORATION OF THE TOWNSHIP OF MUSKOCA LAKES

To consider an application for a proposed minor variance to Zoning By-law 2014-14 pursuant to Section 45 of the Planning Act, R.S.O., 1990, Chapter P. 13, as amended.

**File No.: A-88/25**  
**Roll No.: 5-9-052**

<b>Owners:</b>	Mark & Selene Richards
<b>Address:</b>	1086 Pennwood Road, Unit #44
<b>Description:</b>	Part of Lot 34, Concession G, Part 2, Plan BR-833, Part 2, Plan 35R-6768, Part of Part 2, Plan 35R-2869, Parts 1 and 2, Plan 35R-14984, (Medora)
<b>Zoning:</b>	Waterfront Residential (WR1-7) Lake Muskoka (Category 1 Lake)
	Schedule: 36
<b>Hearing Date: Monday, February, 9th, 2026 at 9:00 a.m.</b>	



Take further notice that this public hearing will be held in a hybrid forum with electronic Zoom participation, and in-person format for those wishing to attend in-person. The hearing will be held in the **Council Chambers, Municipal Office, 1 Bailey Street, Port Carling, ON**. Should you wish to view an electronic copy of the Notice of Hearing for the above-noted application, please visit <https://www.muskokalakes.ca/planning-notices/> or scan the QR code.

#### Explanation of the Purpose and Effect:

The applicants propose to reconstruct a two-storey boathouse, construct a sundeck addition and construct a sport court. The proposed two-storey boathouse will reconfigure an existing oversized sleeping cabin at a reduced size. The following is a summary of the requested variances:

Variance	ZBL 2014-14 Section(s)	Description	Permitted	Proposed	Variance	Proposal
A	4.1.3 & 4.1.3.5	Minimum Front Yard Setback (Sundeck)	40 ft.	5.5 ft.	34.5 ft.	Construct Sundeck Addition
B	3.23.3	Setback from High Water Mark (Sport Court)	200 ft.	105 ft.	95 ft.	Construct Sport Court
C	4.1.6 ii., 4.1.7 & 4.1.7.7	Maximum Size of a Sleeping Cabin in the Second Storey of a Boathouse	650 sq. ft.	1385 sq. ft.	735 sq. ft.	Reconstruct a Two Storey Boathouse and Reconfigure Existing Oversized Sleeping Cabin

A key map of the subject property and the applicants' site plan and any drawings are included in this notice.



For more information, please contact the Planning Division weekdays between 8:15 a.m. and 4 p.m. at the Municipal Office, or at [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca) or by phone at (705) 765-3156. **Please quote the file number noted above.**

## **How to Participate:**

### **Submit Comments in Writing**

 If you wish to provide a response to this application, please submit comments to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca), deliver in-person, or mail to P.O. Box 129, 1 Bailey Street, Port Carling, ON, P0B 1J0. For correspondence to be included on the agenda, please submit your comments by: **February 4, 2026**.

**Please note that comments can still be submitted after the agenda has been published.** Personal information collected in response to this Notice of Hearing will be used to assist staff and Council to process this application and will be made public.

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### **Active Participation In-Person or on Zoom**

 Hybrid meetings are held at 9:00 a.m. on the above-noted meeting date in Council Chambers at the Municipal Office. For more information about participating, please visit [www.muskokalakes.ca/speaking-at-a-meeting](http://www.muskokalakes.ca/speaking-at-a-meeting)

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### **Watch the Hearing Online**

 You can access the hearing from YouTube on the Township of Muskoka Lakes YouTube Channel. If the live webcast fails, the hearing recording will be posted under the Government Portal on [www.muskokalakes.ca](http://www.muskokalakes.ca)

**FAILURE TO PARTICIPATE IN HEARING:** If you do not participate in the hearing it may proceed in your absence and, except as otherwise provided in the Planning Act, you will not be entitled to any further notice in the proceedings.

**DECISION & APPEALS:** If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must make a written request to [planning@muskokalakes.ca](mailto:planning@muskokalakes.ca). Furthermore, **no one other than** the applicant, the municipality, certain public bodies, a "specified person" (as defined by the Planning Act 1(1)), and the minister may file an appeal of the decision of the Committee of Adjustment in respect of the proposed variance. If they do not make a written submission to the Secretary Treasurer before the variance is approved or refused, then the Ontario Land Tribunal may dismiss the appeal.

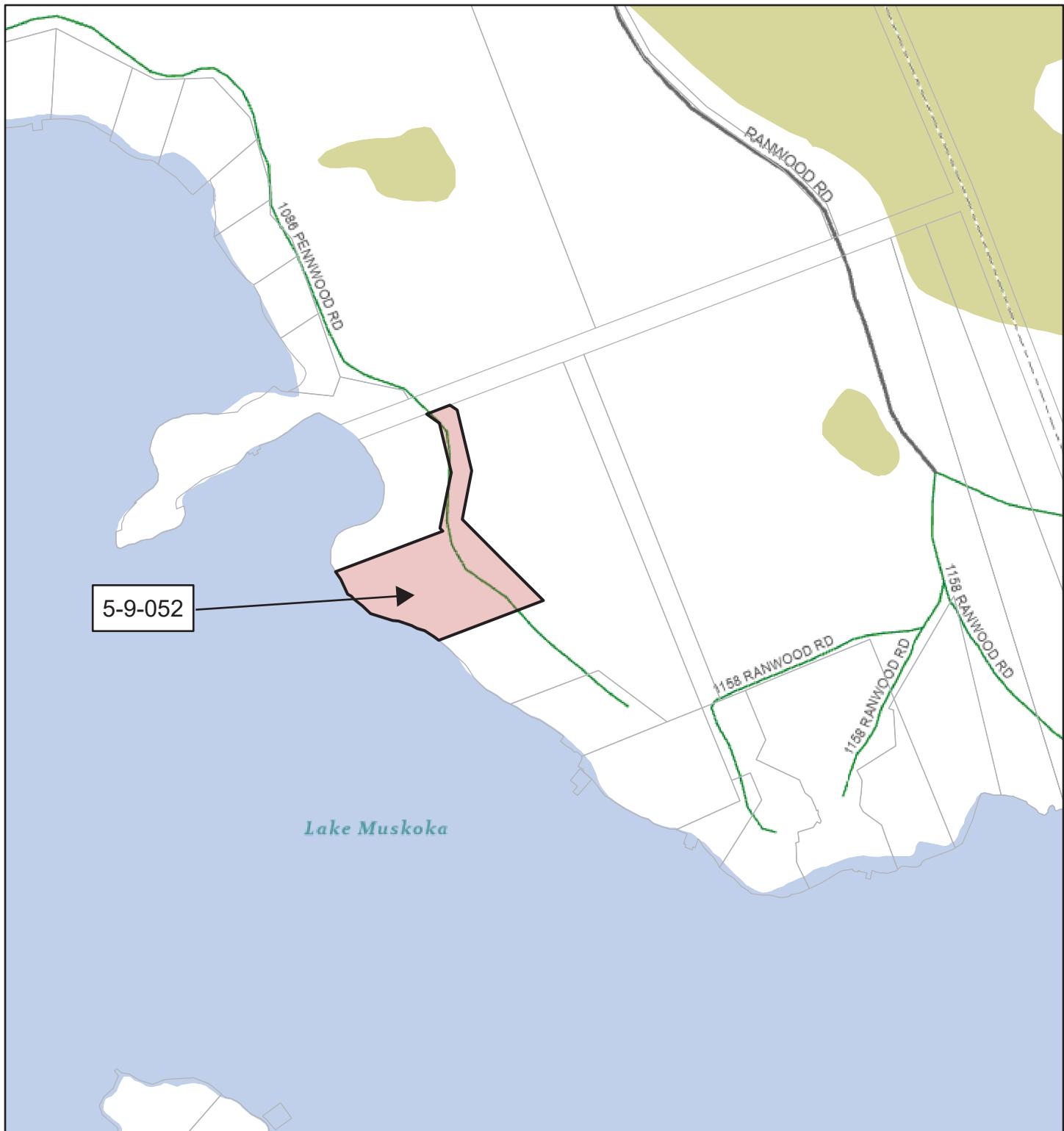
**PLEASE NOTE:** The Committee of Adjustment is a judicial body which makes decisions solely on the information gathered as a Committee. Committee members are not to be contacted prior to the hearing date to avoid a conflict of interest.

Dated at the Township of Muskoka Lakes  
this 26<sup>th</sup> day of January, 2026.

Chelsea Ward, Secretary-Treasurer  
Committee of Adjustment  
[planning@muskokalakes.ca](mailto:planning@muskokalakes.ca)

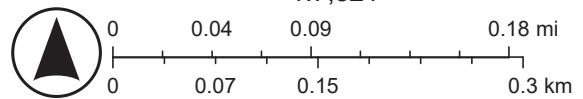


# KEY MAP, A-88/25



NOT A PLAN OF SURVEY. FOR INFORMATIONAL PURPOSES ONLY.

1:7,821



- Parcel: Assessment
- District Municipality
- Area Municipality
- Geographic Township
- Road Network
- Township
- Private
- Stream
- Waterbody
- Major Lake
- Canada\_Hillshade
- World\_Hillshade

Esri, NASA, NGA, USGS, FEMA, Sources: NRCan, Esri Canada, and Canadian Community Maps contributors.

PART OF LOT 34, CONCESSION G  
GEOGRAPHIC TOWNSHIP OF MEDORA  
TOWNSHIP OF MUSKOKA LAKES

## DISTRICT MUNICIPALITY OF MUSKOKA

SCALE 1" = 50'

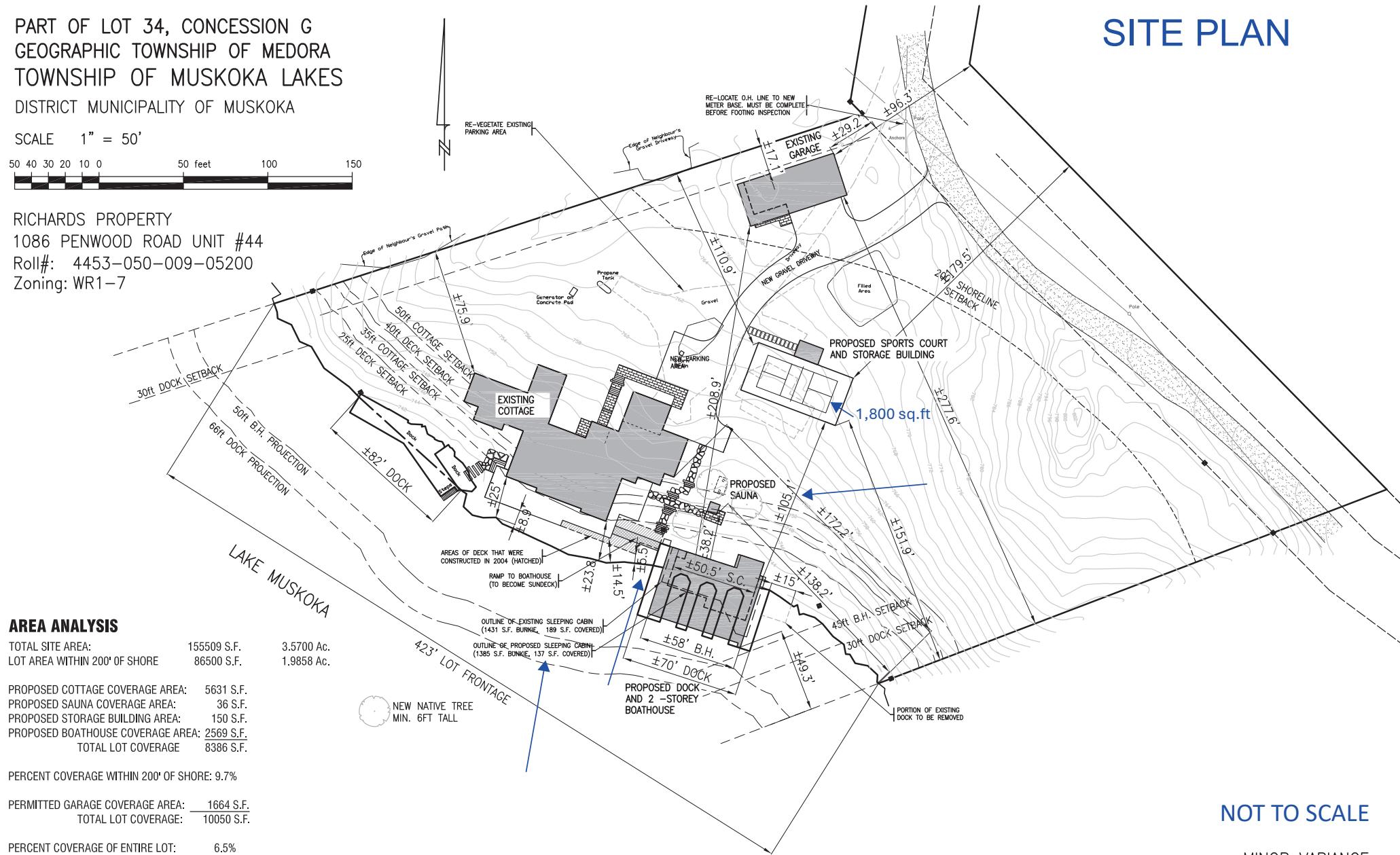
## RICHARDS PROPERTY

RICHARDS PROPERTY  
1086 PENWOOD ROAD UNIT #44

ROLL #: 4453-050-009-05200

Ref.: Fig. 3

## SITE PLAN



# New BOATHOUSE for the RICHARDS Family

1086 Penwood Road Unit #44



ARCHITECTURAL DESIGN SERVICES

## ABBREVIATIONS

A.F.F. LBS (Pounds/Lbs)  
A.F.F. Above finished floor  
AFUE Annual fuel utilization efficiency  
B.U. Built Up  
Cantilever  
CFI Continuous insulation  
CL Centre Line  
CO Carbon monoxide / smoke detector  
conc. Concrete  
comp. Compounds  
c/w Complete with  
D.C. Depth (of cut)  
Dia. Diameter  
D.W. Double width  
EDRS energy efficiency design standard  
ER Energy rating (windows)  
ERG Energy Recovery Ventilation  
exist. Existing  
E/W Each way  
Hnzl Horizontal  
HSF Hollow Structural Section  
HSS Hollow Structural Section  
I-joist I-joist  
kPa Kilopascals  
LVL Laminated Veneer Lumber  
min. minimum  
min. materials  
N.T.S. Not to Scale  
N.T.S. Not to Scale  
O.C. On center  
O.C. On center  
P.A. Point load above  
P.B. Parallel Strand Lumber  
P.T. pressure treated  
R.I. insulation rating  
RSG rough stud opening  
S2P 2013 energy efficiency standard  
SF square feet  
SM square meter  
Sp. Specific  
T.O. Top of  
Typ. Typical  
U.O. Undercut otherwise  
U/S Underside  
U.V. Use value  
Vert. Vertical  
w/o without  
W/C Water Closet  
W/C Water in Closet  
WoodI Engineered Wood I-Joist



1 FRONT LEFT  
NOT TO SCALE



2 FRONT RIGHT  
NOT TO SCALE



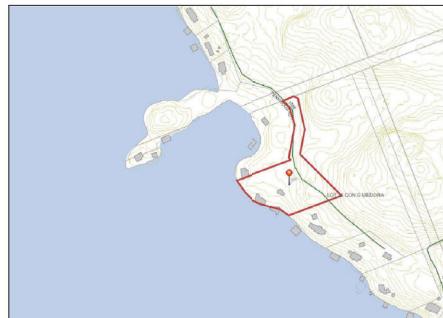
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4 REAR RIGHT  
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## AREA ANALYSIS:

COTTAGE COVERAGE AREA: 2775.0 S.F.  
MAIN FLOOR AREA: 2714.0 S.F.  
SECOND FLOOR AREA: 234.0 S.F.  
ENTRY PORCH AREA: 72.0 S.F.  
LOWER FLOOR AREA: 208.0 S.F.  
TOTAL LIVING AREA: 4052.0 S.F.



SHEET LIST	
A1	COVER SHEET
A2	MAIN FLOOR PLAN
A3	UPPER FLOOR PLAN
A4	SECTION PLAN
A5	ELEVATIONS
A6	ELEVATIONS
A7	ELEVATIONS
A8	CROSS SECTIONS & DETAILS
A9	BOATHOUSE DETAILS

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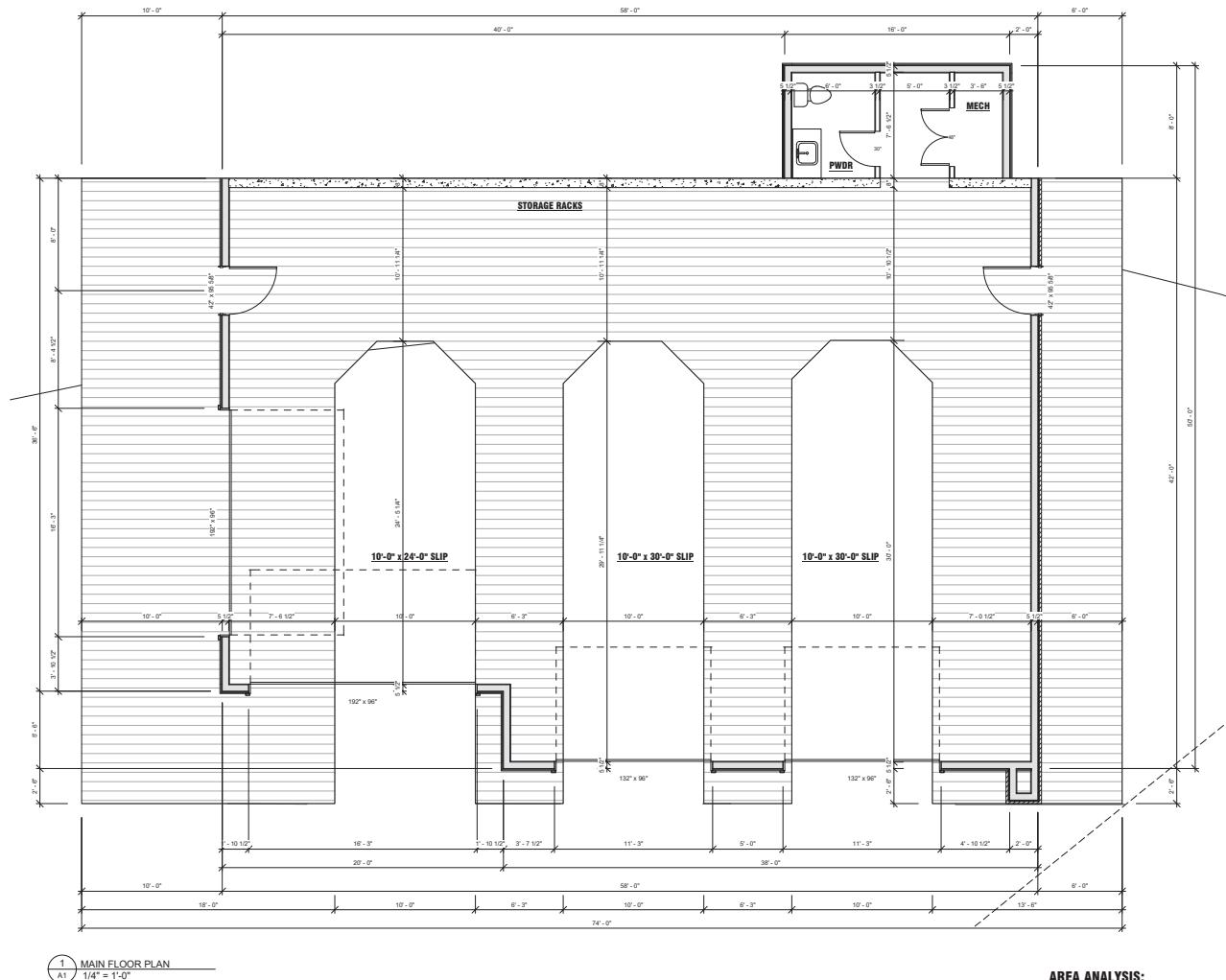
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FINAL WINDOW SIZES TO BE VERIFIED BEFORE CONSTRUCTION

AO

# FLOOR PLANS



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PORT CARLING DESIGN OFFICE  
705-765-1478  
156 MEDORA STREET, UNIT 4

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CONTRACTOR TO VERIFY DOOR AND WINDOW SIZES FROM WINDOW ORDER CONFIRMATION PRIOR TO CONSTRUCTION

2 CLIENT REVIEW MAY 05/26  
1 CLIENT REVIEW APR 06/25  
No. issued for Date Orientation

PROJECT  
New BOATHOUSE for the RICHARDS Family

1086 Penwood Road Unit #44

DRAWING

MAIN FLOOR PLAN

FILED & FILED LOCATION: *Boathouse*  
D:\Design\Carling\Boathouse\Richards  
Selina\Boathouse\Richards  
DATE: *March 2025*  
Job No: *251515* SCALE: *1/4" = 1'-0" U.S.*  
Sheet No: *1*

## FLOOR PLANS

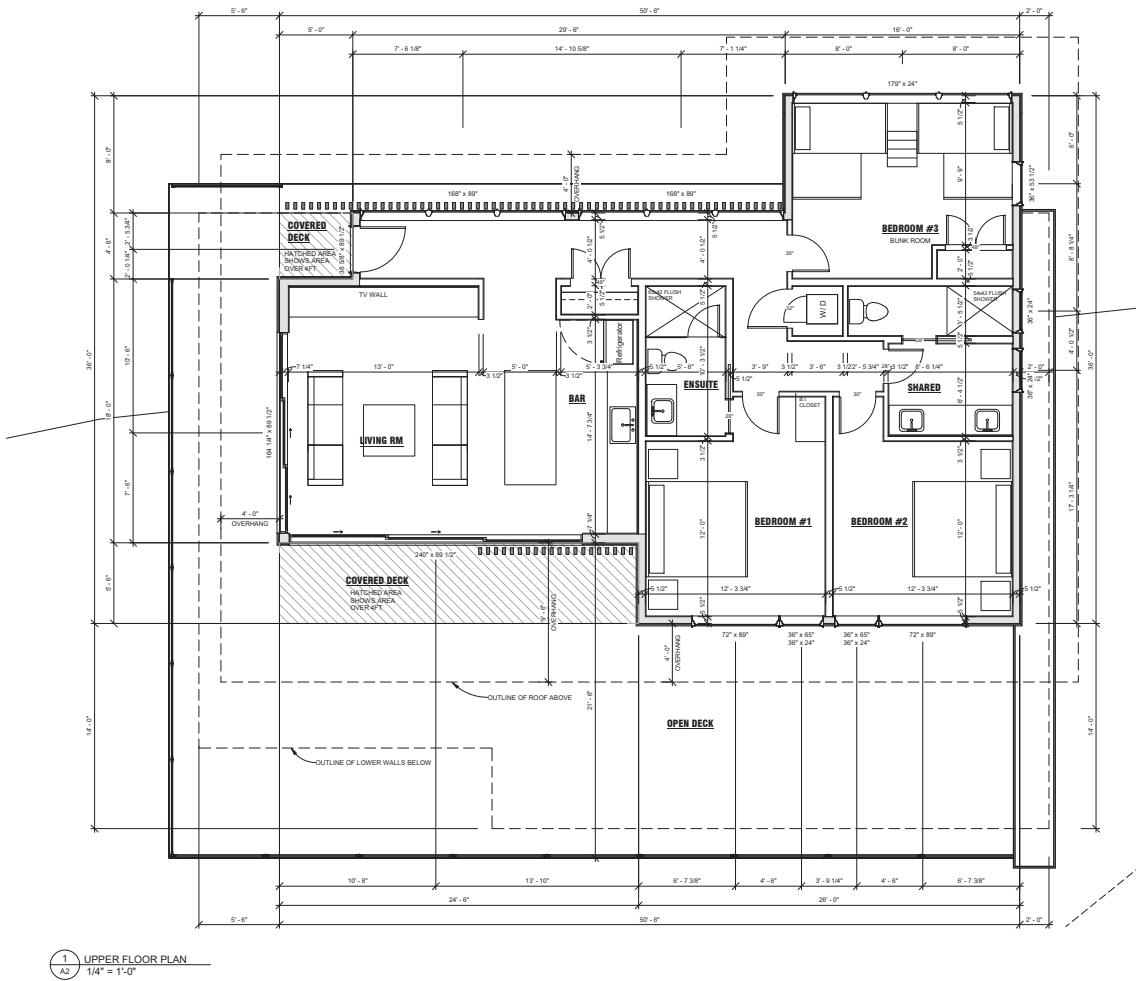


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DO NOT SCALE DRAWINGS

**CONTRACTOR TO VERIFY ROUGH STUD OPENINGS  
(R.O.) SIZES FROM WINDOW ORDER CONFIRMATION  
PRIOR TO CONSTRUCTION**

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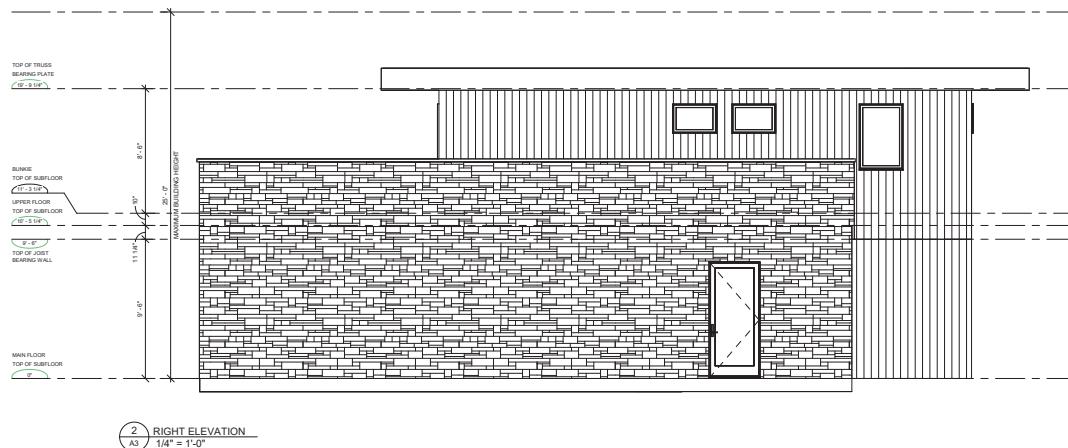
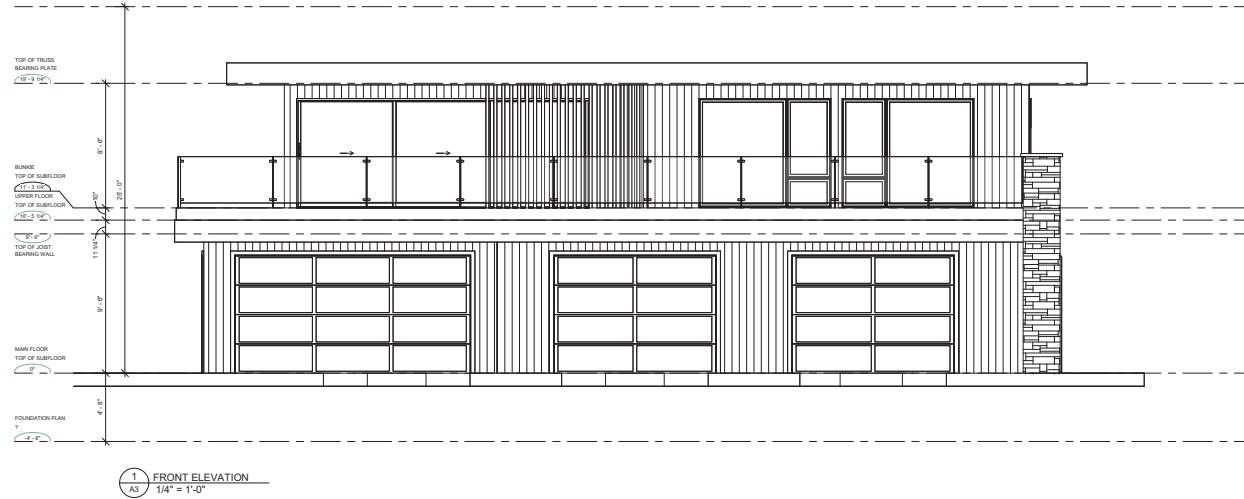
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NOT FOR CONSTRUCTION

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A2

# ELEVATIONS



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705-789-4421  
15 MARSH ROAD WEST

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CONTRACTOR TO VERIFY ROUGH STUD OPENINGS (P.O.) SIZES FROM WINDOW ORDER CONFIRMATION PRIOR TO CONSTRUCTION

2 CLIENT REVIEW MAY 2025  
1 CLIENT REVIEW APR 2025  
No. issued for Date Orientation

PROJECT  
New BOATHOUSE for the RICHARDS Family  
1086 Penwood Road Unit #44

DRAWING

ELEVATIONS

FOLDER & FILE LOCATION Projects  
1086 Penwood Unit #44 Richards L. van Leeuwen  
Selina BoatHouse Richards DATE March 2025  
Job No. 251515 SCALE 1/4" = 1'-0" U.S.  
Sheet No. 1 of 1

A3

# ELEVATIONS

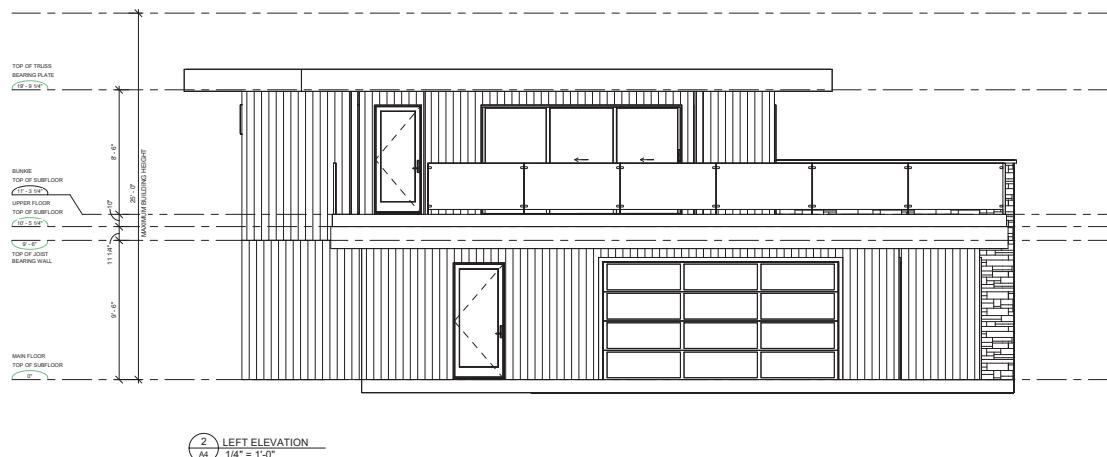
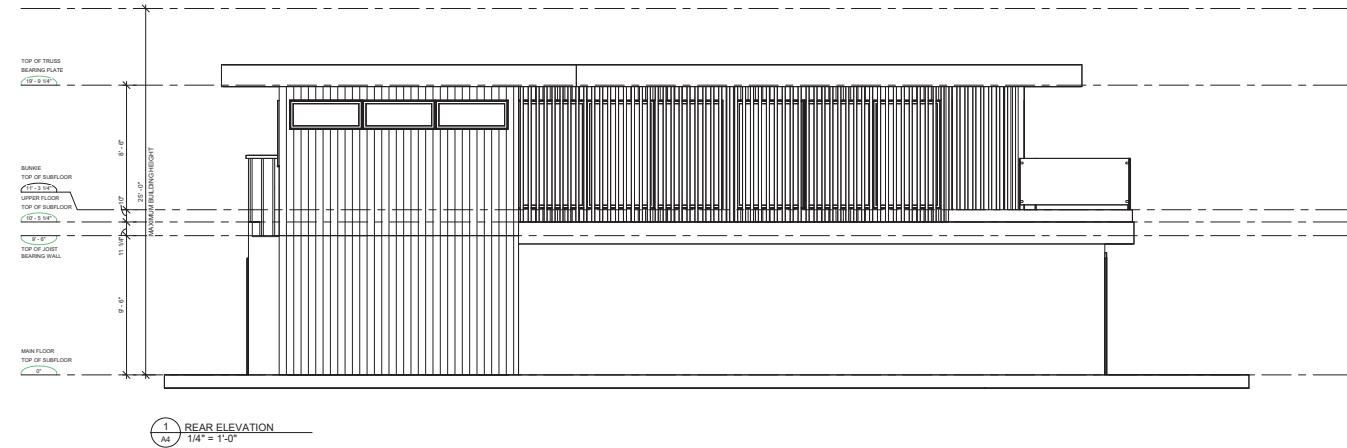


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2026-01-15 2:49:57 PM

FINAL WINDOW SIZES TO BE VERIFIED BEFORE CONSTRUCTION

A4