

# **Summary of Comments**

**B-2025-008**

**2243 Crystal Beach Rd**



## COMMITTEE OF ADJUSTMENT MEMORANDUM

**APPLICATION NUMBER:** B-2025-008

**MEETING DATE:** December 11, 2025

**TO:** Sarah Burton Hopkins, Secretary Treasurer Committee of Adjustment

**FROM:** Ingrid Li, Development Planner

**SUBJECT:** Consent to sever 2243 Crystal Beach Road to create one (1) new residential lot with frontage on Crystal Beach Road.

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### PROPERTY INFORMATION:

<b>Municipal Address</b>	2243 Crystal Beach Road
<b>Legal Description</b>	Plan 768 S PT Lot 70
<b>Official Plan</b>	Residential Low Density One (Schedule B1)
<b>CPPS Bylaw 058-25</b>	Shoreline Residential Precinct

### RECOMMENDATION:

The Planning Department recommends approval of application B-2025-008, subject to the following conditions:

### CONDITIONS:

- 1.) That the Owner/Applicant shall pay to the Town of Innisfil cash in lieu of 5% Parkland Dedication for residential developments, the amount of which shall be 5% of a valuation determined by a professional and qualified appraiser engaged by the Owner/Applicant to the satisfaction of the Secretary Treasurer.
- 2.) That the applicants retain an Ontario Land Surveyor to prepare and submit a digital copy of a draft reference plan identifying the severed and retained lands as per the sketch prepared for the application, to be reviewed and approved by the Town. Once approved, the R-Plan is to be deposited on title at the Land Registry Office.
- 3.) That existing mature trees and boundary trees be protected and maintained to the satisfaction of the Town through the CPPS permit process. A Tree Preservation/Planting Plan shall be prepared to the satisfaction of the Town, proposing tree compensation and replacement rates for any trees to be removed, and location of new trees and tree protection measures.
- 4.) That \$500.00 be provided to the Town of Innisfil for a new boulevard tree.
- 5.) That the Owner/Applicant apply to the Town of Innisfil for a demolition permit to remove the hallway that straddles the proposed property line and apply for a

**building permit to legalize the existing dwelling on proposed lot 1 (the retained lands).**

- 6.) That the development charges be paid in accordance with the Development Charge By-law section 7e to convert the existing ADU, which was not legally approved by the Town to a legal Single Dwelling Unit.**
- 7.) That both the retained and severed lots shall connect to municipal sewer and water services to the satisfaction of the Town. And,**
- 8.) That the existing shed encroaches on Block H to be removed.**

#### **REASON FOR APPLICATION:**

The subject lands currently contain two existing dwellings with a 1m by 2m hallway that connects the two dwellings into one large dwelling. The applicant proposes to demolish the hallway connecting the two buildings and to separate the existing dwelling into separate single detached dwellings. Staff note that the kitchen within the northern dwelling addition was constructed without a permit, as only one kitchen is permitted in a single-detached dwelling (the whole structure including the hallway is currently considered one dwelling - when the original permit was approved for the northern building in 2005, it was deemed a dwelling addition rather than a new dwelling and an additional kitchen was not permitted). The proposed severance will separate the subject lands into two separate lots, both containing a single detached dwelling, thereby legalizing the northern dwelling as a separate dwelling. Each lot will have separate access and parking.

The proposed severed land (Lot 2) would have a lot area of approximately 421 m<sup>2</sup> with a lot frontage of approximately 14.5 m. The retained land (Lot 1) would have a lot area of approximately 4446 m<sup>2</sup> with a lot frontage of approximately 15.8 m.

Given the property is regulated under the CPPS Bylaw, therefore, all variances triggered by the consent application are subject to a CPPS permit rather than a concurrent minor variance application. A public meeting has been held in accordance with section 1.6.4 of the CPPS Bylaw on September 17<sup>th</sup>, 2025, and Council approved the CPPS By-law amendment and the Class 3 variances on the same day. Further information for the CPPS amendment and Class 3 application can be reviewed through the Special Council Planning Public Meeting Report Staff Report [DSR-130-25](#). In addition, Staff have no concerns regarding the variances under a Class 2 variance, which is subject to Staff approval. Staff note while there are many variances approved, the reason is mostly to legalize pre-existing non-complying structures resulting from new lot lines, rather than new 'development' on the lands. The required CPPS permits associated with the application are outlined below:

- 1) Lot 1 (Retained Land) – 2.5 Storey, North
  - a. CPPS Bylaw Amendment
    - i. Decreased waterfront yard setback of the existing sauna from 15m to 5m (Table 5.15);
  - b. Class 3
    - i. Lot creation- deficient lot area of 446m<sup>2</sup> (Table 5.8);
    - ii. Lot creation- decreased lot frontage from 17m to 15.8m (Table 5.8);
    - iii. Decreased waterfront yard setback of the existing deck from 15m to 9.4m (Table 5.8);
    - iv. Decreased north interior side yard setback of the existing sauna from 3m to 1.6m (Table 5.15);
    - v. Decreased shoreline buffer re-vegetation/naturalization area from 75% to 48.2% (Section 3.36).

- c. Class 2
  - i. Decreased Water Frontage from 15m to 14.25m (Table 5.8)
  - ii. Decreased Waterfront Yard setback of the dwelling from 15m to 12.5m (Table 5.8)
  - iii. Decreased South Interior Side Yard setback of the dwelling from 1.5m to 0.8m (Table 5.8)
  - iv. Decreased Landscaped Open Space of front yard from 40% to 37.5% (Table 5.8)
  - v. Decreased shoreline buffer depth from 15m to 12.5m (Section 3.36)
  - vi. Decrease South Interior Side Yard setback of the deck from 1.5m to 1m (Table 5.8)
- 2) Lot 2 – 1 Storey, South
  - a. Class 3
    - i. Lot creation- deficient lot area of 421m<sup>2</sup> (Table 5.8);
    - ii. Lot creation- decreased frontage from 17m to 14.5m (Table 5.8);
    - iii. Decreased waterfront yard setback of the existing deck from 15m to 8.9m (Table 5.8);
    - iv. Increased maximum front yard setback of the existing dwelling from 7m to 8.9m (Table 5.8).
  - b. Class 2
    - i. Decreased Waterfront Yard setback of the dwelling from 15m to 11.4m (Table 5.8)
    - ii. Decreased North Interior Side Yard setback of the dwelling from 1.5m to 0.8m (Table 5.8)
    - iii. Decreased North Interior Side Yard setback of the front deck from 1.5m to 1m (Table 5.8)
    - iv. Decreased shoreline buffer depth from 15m to 11.4m (Section 3.36)
    - v. Decreased Shoreline Buffer re-vegetation/naturalization area from 75% to 61% (Section 3.36)
    - vi. Decreased South Interior Side Yard setback of the shed from 2.5m to 1.1m (Table 5.14)

**SURROUNDING LANDS:**

<b>North</b>	Single-detached dwelling (2249 Crystal Beach Road)
<b>East</b>	Lake Simcoe
<b>South</b>	Single-detached dwelling (2239 Crystal Beach Road)
<b>West</b>	Vacant Residential Lots (Residential Low Density)

**ANALYSIS:**

<b>Site Inspection Date</b>	May 15, 2025
<b>Consistent with the Provincial Policy Statement (PPS):</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>The Provincial Planning Statement (PPS) 2024 describes matters of provincial interest related to land use planning and development, establishing a framework for making planning decisions to achieve efficient land use patterns, protect the environment and promote economic development.</p> <p>The subject lands are within the Primary Settlement Area of Alcona as defined by the Provincial Policy Statement (PPS 2024). Section 2.3.1.1 states that “settlement areas shall be the focus and growth</p>

	<p>of development”. Section 2.3.1.2 states that land use patterns in settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources and optimize existing or planned infrastructure and public service facilities. The 2024 PPS also states that planning authorities shall support general intensification and redevelopment in accordance with Section 2.3.1.3. Since the subject property is located within the settlement area of Alcona and represents intensification on a public street that contains single detached lots, with consistent frontages and areas, the proposal is consistent with these sections of the PPS.</p> <p>Section 3.6.2 states that municipal sewage services and municipal water services are the preferred form of servicing for settlement areas. As a condition of approval, the owner/applicant must provide a connection to Town sewer and water services for the retained and severed lots, to the satisfaction of the Town.</p> <p>The application is considered to be consistent with the PPS, subject to the proposed conditions.</p>
<p><b>Consistent with the Lake Simcoe Protection Plan (LSPP):</b>  <input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p>	<p>The subject lands are located within the settlement area as defined in the LSPP and within the Lake Simcoe watershed and therefore the policies of the LSPP apply. The objectives of the LSPP focus on protecting, improving, or restoring the elements that contribute to the ecological health of Lake Simcoe. The Lake Simcoe Region Conservation Authority (LSRCA) have confirmed that they are satisfied with the submission regarding the LSPP and their regulated lands. A permit will be required from the LSRCA through the CPPS permit process. The proposal is consistent with the Provincial Planning Statement (PPS) and with applicable provincial plans and policies, including the Lake Simcoe Protection Plan (LSPP). Staff are of the opinion the application is consistent with LSPP policies, subject to the proposed conditions.</p>
<p><b>Conforms to the County of Simcoe Official Plan:</b>  <input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p>	<p>The subject lands are designated Settlements on Schedule 5.1 of the County of Simcoe Official Plan. Section 3.5.7 states settlement areas shall be the focus of population and employment growth and their vitality and regeneration shall be promoted. Residential uses shall be developed within settlement area boundaries on land appropriately designated in a local municipal official plan for the use. Further, Section 3.3.2 states subdivision of land by plan of subdivision or consent are permitted only for the land uses permitted in the designation or that maintain the intent of the Plan’s objectives and policies. Section 3.5.1 states one of the objectives of the Settlements designation is to focus population and employment growth and development within settlements, with particular emphasis on primary settlement areas.</p> <p>Since the Town Official Plan permits single detached dwellings within the Residential Low Density 1 designation, the subject lands are located within the settlement area of Alcona and maintain the intent of the settlement area objectives, the application conforms to the County of Simcoe Official Plan.</p>

<p><b>Conforms to the Town of Innisfil Official Plan:</b> <input checked="" type="checkbox"/>Yes <input type="checkbox"/>No</p>	<p>The subject lands are designated Residential Low Density 1 on Schedule B1 of the Town of Innisfil Official Plan. Section 10.2.2 lists the permitted uses in the Residential Low Density 1 designation, which includes single detached dwellings and accessory buildings.</p> <p>Section 10.2.4 states that the maximum permitted density of the Residential Low Density One area shall be 13 units per net hectare, and the minimum permitted density shall be 10 units per net hectare. The subject lot has an area of approximately 864.49 m<sup>2</sup> (0.086 ha), which translates to a permitted density range of between 16-17 units per ha including half of the public road, which is included in net density. On this basis, the proposed creation of two lots, representing two dwelling units, somewhat exceeds the maximum permitted density under the Official Plan on a site-specific basis, but mainly because of the shallow depth of the lots, not because of lot frontage. Generally speaking, density is measured over the whole of a neighbourhood and some variation can be considered on a site by site basis. From an aesthetic perspective in terms of the streetscape, the proposal is compatible with the existing streetscape and built form. In context, the proposed development is consistent with established patterns of development and represents a reasonable and appropriate form of intensification in this area. It is consistent with the established character of the neighbourhood, which is predominantly comprised of narrow shoreline lots that do not always meet the 13 units per hectare maximum density requirement, in this case not due to their frontage, but their shallow nature because of the proximity of the shoreline relative to the location of the road, as stated.</p> <p>Section 10.2.11 states that the frontage is consistent with the average frontage on the same street within 250 meters. There are approximately 15 residential properties with lot frontage along Crystal Beach Road to the north within 250 metres of the subject lands which contain a variety of lot frontages ranging from approximately 10 metres to 30 metres. As such, the proposed lot frontages of 15.8 metres and 14.5 metres would not be inconsistent in the opinion of Staff.</p> <p>Section 19.3 of the Official Plan applies to the Shoreline Community Planning Permit System and includes objectives and policies that aim to maintain residential and recreational uses along the Lake Simcoe shoreline, ensure development is designed and constructed to minimize impacts on the shoreline and ensure the blend of built form and natural features are compatible with the existing character of the shoreline area. The proposed severance is compatible with the surrounding neighbourhood as it recognizes primarily existing low density residential development and seeks to maintain its character. It will facilitate the development on a shoreline property of Lake Simcoe that is compatible with surrounding shoreline uses and where potential negative impacts to the shoreline and neighbouring properties have been mitigated through the CPPS application review process.</p>
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	As such, the proposal maintains the general intent of the Official Plan in Staff's opinion.
<b>Complies with the Community Planning Permit By-Law 058-25:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>The Community Planning Permit System (CPPS) By-law 058-25 is a by-law adopted under Section 34 of the Planning Act to regulate development specifically within the "Shoreline Permit Area" as designated in the Town of Innisfil Official Plan. This CPPS replaces the previous zoning provisions for those specific lands. The subject lands are within "Shoreline Residential Precinct" under CPPS Bylaw 058-25, which permits single detached dwellings and accessory structures and requires a minimum 17m lot frontage and minimum 1400m<sup>2</sup> lot area within settlement area. Both the severed and retained lots are deficient in the minimum lot area and minimum frontage. These standards can be reduced by more than 40% and more than 1m through a Class 3 variance. The proposed severed land will have a frontage of approximately 14.5m and lot area of approximately 421.7m<sup>2</sup>. The proposed retained land with a frontage of approximately 15.8m and lot area of approximately 446.34m<sup>2</sup>.</p> <p>The CPPS application has been evaluated by Staff in accordance with the criteria for considering variations and amendments contained in Section 1.10.1 and Section 1.10.2 of the CPPS By-law. As stated above, the CPPS Bylaw amendment and Class 3 variances have been approved by Council on September 17<sup>th</sup>, 2025, and Staff have concerns with the Class 2 variances. Therefore, Staff are of the opinion that the proposal maintains the purpose and intent the Town's CPPS Bylaw.</p>
<b>Conforms to Section 2, 51(24) and 53(12) of the Planning Act:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Staff have reviewed the matters under Sections 2, 51(24) and 53(12) of the Planning Act, and are of the opinion the proposed development conforms to these sections, subject to the proposed conditions.

**CONCLUSION:**

The Planning Department recommends approval of application B-2025-008, subject to the recommended conditions.

**PREPARED BY:**

Ingrid Li  
Development Planner

**REVIEWED BY:**

Steven Montgomery, MCIP, RPP  
Supervisor of Development Planning



**Building Department**

**MEMORANDUM TO FILE**

**DATE: December 3, 2025**

**FROM/CONTACT: Jocelyn Penfold ex 3506 jpenfold@innisfil.ca**

**FILE/APPLICATION: B-2025-008**

**SUBJECT: 2243 Crystal Beach Rd.**

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**Comments to applicant/owner for information purposes** (Comments help provide additional information regarding the development of the subject lands to the applicant. Comments are not conditions of approval):

**Condition of Approval** (Conditions of Approval are specific enforceable conditions regarding the subject lands should the Committee of Adjustment approve the application.

1. The proposed property line appears to impact the spatial separation requirements. A fire rated wall and rated closures are required. Note that the unprotected openings may need to be removed to comply with the Ontario Building Code. A building permit is required to be submitted with the drawings by the qualified designer to ensure that the proposed construction meets the requirements of the Ontario Building Code 9.10.15. to the satisfaction of the Building Department. The prescribed construction must be completed, and the associated permits closed to the satisfaction of the Building Department.





Engineering

## MEMORANDUM TO FILE

**DATE:** December 11, 2025

**FROM/CONTACT:** Adil Khan ex 3244 akhan@innisfil.ca

**FILE/APPLICATION:** B-008-2025

**SUBJECT:** 2243 Crystal Beach Road

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**Comments to applicant/owner for information purposes** (Comments help provide additional information regarding the development of the subject lands to the applicant. Comments are not conditions of approval):

1. When applying for a building permit for a new dwelling, please submit engineering design drawings and all other supporting documents in accordance with Town Standards and to the satisfaction of the Town.

**Condition of Approval** (Conditions of Approval are specific enforceable conditions regarding the subject lands should the Committee of Adjustment approve the application. For example: The applicant/owner shall apply for a building permit for the construction of a new dwelling to the satisfaction of Community Development Standards Branch)

1. No comments.



**MEMORANDUM TO FILE**

**DATE:** November 27<sup>th</sup>, 2025

**FROM/CONTACT:** Thomas Steube-Chapman, InnServices

**FILE/APPLICATION:** B-2025-008 2243 Crystal Beach Road

**SUBJECT:** Severance Application for 2243 Crystal Beach Road – InnServices Comments and Conditions

**Comments to applicant/owner for information purposes** (Comments help provide additional information regarding the development of the subject lands to the applicant. Comments are not conditions of approval):

1. New water and sanitary service laterals, from to the existing municipal water and sanitary main to property line will be required, prior to the severance occurring, to accommodate the creation of a new lot. It appears that the existing water service lateral for the subject property is located on the proposed severed lot. The existing sanitary service lateral appears to be located on the proposed retained lot.
2. Prior to submitting a Right of Way Activity Permit (RAP) to the Town of Innisfil, the Owner/Applicant shall submit an Additional Service Connection Application to InnServices, complete with the applicable Additional Service Connection Application fees.
3. Prior to issuance of building permit(s) the Owner/Applicant shall have an issued RAP with The Town of Innisfil for works to be completed within the Town's road allowance in accordance with Town Standards that address, but may not be limited to, such matters as connecting new water and sanitary service laterals, to the existing municipal water and sanitary mains and restoration of the Town's road allowance. All works shall be completed to the satisfaction of the Town and InnServices.
4. As part of the RAP, the Owner/Applicant shall provide drawings, plans, cost estimates, specifications, reports, studies and certifications signed and sealed by a Professional Engineer for the proposed development that address, but may not be limited to the servicing of the proposed development to the satisfaction of the Town and InnServices.
5. The Owner/Applicant will retain a contractor to execute the installation of the services. This work may commence only after the applicant has an issued RAP with the Town of Innisfil and all fees have been paid to the satisfaction of the Town and InnServices.

**Condition of Approval** (Conditions of Approval are specific enforceable conditions regarding the subject lands should the Committee of Adjustment approve the application. For example: The applicant/owner shall apply for a building permit for the construction of a new dwelling to the satisfaction of Community Development Standards Branch):

1. That the Owner/Applicant install new water and sanitary services to accommodate the creation of a new lot, to the satisfaction of InnServices.