

# **Summary of Comments**

**A-2026-021**

**3910 Alcina Ave**



## COMMITTEE OF ADJUSTMENT MEMORANDUM

**APPLICATION NUMBER:** A-2026-021

**MEETING DATE:** September 17, 2026

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

**FROM:** Ingrid Li, Development Planner

**SUBJECT:** Minor variance application A-2026-021 seeking relief from Section Table 4.2a of Zoning By-law No. 080-13 to reduce the required minimum exterior side yard setback from 6m to 2.51m in support of a new single detached dwelling.

### PROPERTY INFORMATION:

|                          |                                         |
|--------------------------|-----------------------------------------|
| <b>Municipal Address</b> | 3910 Alcina Ave                         |
| <b>Legal Description</b> | PLAN 593 LOT 13 PT LOT 14               |
| <b>Official Plan</b>     | Shoreline Residential Area (Schedule B) |
| <b>Zoning By-law</b>     | Residential 1 (R1) Zone                 |

### RECOMMENDATION:

The Planning Department recommends deferral of A-2026-021 until the following are provided:

1. That the owner/applicant provide revised plans that are more in keeping with the general intent and purpose of the Town of Innisfil Official Plan, Zoning By-law 080-13, and additional planning justification, to the satisfaction of the Planning Department.
2. That an Arborist Report be submitted to identify the existing trees proposed to be removed and retained as part of the proposed development. Staff acknowledge that the existing tree along Alcina Avenue may provide a visual buffer and assist in screening the proposed dwelling from the street; however, confirmation from an arborist regarding the condition of the existing trees and whether they can be retained as part of the proposed development is required. This information will assist Staff in assessing the proposed massing and visual impact of the dwelling.

### Note:

1. No further tree removal should occur until the Arborist Report has been submitted and reviewed by the Town.
2. For any tree removal and compensation rate, please refer to Section 8.1 and 8.2 of the [Engineering Standards | Town of Innisfil](#)

### REASON FOR APPLICATION:

The applicant is proposing to construct a new single detached dwelling with an exterior side yard setback of 2.51 m (Alcina Ave). The applicant is seeking relief from Table 4.2a of the Zoning By-law which requires the exterior side yard setback to be a minimum of 6m for the principal dwelling.

| Application Number | By-law Section | Requirement                            | Proposed | Difference |
|--------------------|----------------|----------------------------------------|----------|------------|
| A-2026-021         | Table 4.2a     | Minimum Exterior Side Yard Setback: 6m | 2.51m    | 3.49m      |

### SURROUNDING LANDS:

|       |                                                 |
|-------|-------------------------------------------------|
| North | Single detached residential lots                |
| East  | Single detached residential lots, Alcina Ave    |
| South | Commercial Neighbourhood lots, Big Bay Point Rd |
| West  | Single detached residential lots                |

### ANALYSIS:

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| Site Inspection Date                                                                                                                    | September 2, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Maintains the purpose and intent of the Official Plan:</b><br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No | <p>The subject property is designated Shoreline Residential Area on Schedule B to the Town's Official Plan, which permits single detached dwellings and accessory second dwelling units as per Section 19.2.2, subject to the applicable MOECP provisions confirmed through a hydrogeological study per Section 19.1.17 ii).</p> <p>Section 19.2.10 states that development shall be undertaken in conformity with the residential design policies of Section 10.1. Section 10.1.37 states that generally, the front facades of buildings will align with development on neighbouring lots to define a continuous streetscape. Section 10.1.40 states that building height, massing and architectural features shall respect and fit in to the context of the local character of the community (thought this policy applies to infill in settlement areas, the general principle of streetscape and character compatibility should apply, as also referenced in 10.1.37 and 10.1.41). 10.1.41 states that the built form of new development shall give consideration to the inclusion of architectural elements that reference the elements and characteristics of the communities within which they are planned.</p> <p>Section 15.1.2 states that for all development applications within settlement areas, including site plan, plans of subdivision and severances, we shall require that there be no net loss of trees as a result of development. While this policy specifically applies to development within settlement areas, the general principle of retaining existing mature trees should still be considered in assessing the proposal. In this case, the existing mature trees along Alcina Avenue provide a natural buffer and help screen the dwelling from the street. The retention of these trees would help reduce the visual impact of the</p> |

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|                                                                                                                                                    | <p>proposed dwelling and its proximity to Alcina Avenue. As such, confirmation from an arborist regarding the condition and retention of the existing trees is required to further assess the massing and visual bulk impact of the proposed dwelling.</p> <p>The surrounding neighbourhood is predominantly characterized by low-rise residential and moderate, small scale commercial development, with a mix of one- and two-storey buildings. In the opinion of Staff, the reduced exterior side yard setback, combined with the proposed height and massing of the dwelling, would result in a more prominent built form along Alcina Avenue that is not compatible with the established character of the surrounding neighbourhood and could result in adverse visual and massing impacts along the streetscape.</p> <p>Staff are recommending deferral to provide the opportunity for the applicant to revise drawings to address the above concerns and demonstrate conformity with the applicable Official Plan policies.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <p><b>Maintains the purpose and intent of the Zoning By-law:</b><br/> <input type="checkbox"/> Yes<br/> <input checked="" type="checkbox"/> No</p> | <p>The subject lands are zoned Residential 1 (R1) in Zoning By-law 080-13, as amended, which permits single detached dwellings and accessory dwelling units. Table 4.2a requires a minimum exterior side yard setback of 6m for single detached dwellings whereas the application proposes an exterior side yard setback (Alcina Ave) of 2.51 m (3.49m difference).</p> <p>The purpose and intent of Section 4.2a of the Zoning By-law with respect to a minimum exterior side yard setback is to ensure sufficient sightlines for traffic, allow appropriate grading to the street, adequate separation distances are maintained from abutting streets while reducing building massing along the streetscape, allowing for larger setbacks typical of lower density residential neighbourhoods.</p> <p>The proposal is in compliance with other applicable zoning standards including the maximum permitted height of 9m. However, the proposed height should be considered in conjunction with the requested reduction to the exterior side yard setback. The combination of building the proposed dwelling to the maximum permitted height of 9m and having a substantially reduced exterior side yard setback of 2.51m would increase the visual presence of the dwelling when viewed from the street and would result in a built form that is more visually prominent than the established development pattern along Alcina Avenue. Staff is concerned that the proposed exterior side yard setback would not provide sufficient separation to mitigate the visual impact of the dwelling's height and overall scale. Staff also has concerns regarding the fit of the proposal within the surrounding neighbourhood, which is generally characterized by low-rise residential development consisting predominantly of one- and two-storey dwellings.</p> <p>Staff acknowledges that the subject property is a corner lot and that achieving the full 6m exterior side yard setback may present site design constraints, however the lot is already a relatively wide lot, with</p> |

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|                                                                                                                                                                                 | <p>approximately 23m frontage. Alternative site and building designs should be considered to increase the exterior side yard setback and reduce the visual and massing impact of the proposed dwelling along Alcina Avenue. Such revisions would assist in ensuring that the proposed development is consistent and compatible with the surrounding neighbourhood and maintains the intent and purpose of the Zoning By-law.</p> <p>To further minimize the visual impact of the proposed dwelling, Staff recommends that the existing mature trees along Alcina Avenue be preserved where possible, which should be confirmed through an Arborist Report. Staff notes that tree cutting has commenced on the property. No further tree removal should occur until the Arborist Report and Tree Preservation/Compensation Plan have been submitted and reviewed by the Town. Where variances are required, which constitutes an application under the <i>Planning Act</i>, no net loss of trees is a typical Town requirement where tree removal is occurring.</p> <p>In consideration of the above, Staff are recommending deferral to allow a revision of the existing plans to address the above concerns and to demonstrate that the requested variance maintains the general intent and purpose of the Zoning By-law.</p> |
| <p><b>The variance is desirable for the appropriate/orderly development or use of the land:</b><br/><input type="checkbox"/> Yes<br/><input checked="" type="checkbox"/> No</p> | <p>The proposed development would negatively impact streetscape consistency and massing in relation to the local character of the neighbourhood. As such, Staff do not consider the proposed dwelling to be reasonable development of the land considering its local context, given the surrounding properties on the street.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <p><b>The variance is minor in nature:</b><br/><input type="checkbox"/> Yes<br/><input checked="" type="checkbox"/> No</p>                                                      | <p>Staff are of the opinion that the proposed variance is not considered minor in the context of the local character of the neighborhood, and visual massing on site, and would recommend deferral subject to further discussion on the design.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

**CONCLUSION:**

The Planning Department recommends deferral of application A-2026-021.

**PREPARED BY:**

Ingrid Li  
Development Planner

**REVIEWED BY:**

Steven Montgomery, MCIP, RPP  
Supervisor of Development Planning



Building Department

## MEMORANDUM TO FILE

**DATE:** September 10, 2026

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

**FILE/APPLICATION:** A-2026-021

**SUBJECT:** 3910 Alcina Ave

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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 building permit for a new dwelling, please provide a lot grading plan designed by a Professional Engineer or an Ontario Land Surveyor to the satisfaction of the Building Department.

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

1. Provide confirmation via an updated site plan that subject property has sufficient area for the septic system to support the 3 unit structure. Ensure that the septic system footprint meets all Ontario Building Code required clearances to neighbouring wells and on-site sewage systems, to the satisfaction of the Building Department.



Engineering

## MEMORANDUM TO FILE

**DATE:** September 17, 2026

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

**FILE/APPLICATION:** A-021-2026

**SUBJECT:** 3910 Alcina Avenue

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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. No comment.

**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 comment.

**Date:** September 10, 2026

**To:** Sarah Burton Hopkins

The Secretary-Treasurer, Committee of Adjustment

Town of Innisfil

2101 Innisfil Beach Road

Innisfil, ON L9S 1A1

Email: sburtonhopkins@innisfil.ca ( planning@innisfil.ca )

**RE: Notice of Objection to Minor Variance Application No. A-2026-021**

**Property Location:** 3910 Alcina Avenue, Big Bay Point, Innisfil

**Proposal:** Request for reduced side yard setback from 6.0m to 2.5m to accommodate a primary dwelling with two 3-bedroom, 2-bathroom accessory basement apartments.

To the Members of the Committee of Adjustment,

I am writing as a resident of the Big Bay Point community to formally register my strong objection to Application No. A-2026-021. The requested variance to reduce the side yard setback from 6.0 meters to approximately 2.5 meters is not "minor," does not maintain the intent of the Town's Official Plan or Zoning By-law, and represents an overdevelopment of the lot that poses serious environmental and logistical risks.

I urge the Committee to deny this application based on the following planning and environmental grounds:

**1. The Variance is Not "Minor" in Nature or Scale**

A reduction of the side yard setback from 6.0 meters to 2.5 meters is a **58% decrease** from the required standard. This is a massive deviation, not a technical or minor adjustment. The reduction is explicitly being sought to squeeze an oversized footprint onto the lot to accommodate unprecedented density (a primary home plus two large 3-bedroom accessory units, totalling an intense residential load). This is an inappropriate overdevelopment of a single lot in a sensitive area.

**2. Failure to Maintain the Intent and Purpose of the Zoning By-law (Drainage & Privacy)**

The 6.0-meter setback requirement exists for vital structural, privacy, and environmental reasons.

- **High Water Table and Drainage:** The average water table in this specific pocket of Big Bay Point is incredibly high (8 feet, and significantly higher in the spring). Local homes with basements rely heavily on sump pumps. Shifting a massive foundation within 2.5 meters of the property line will severely disrupt local sub-surface water flow and natural drainage. This significantly increases the risk of flooding, foundation stress, and runoff onto neighbouring properties.
- **Privacy and Crowding:** Reducing the setback so drastically compromises the privacy, peaceful enjoyment of the adjacent properties, conflicting with the buffering intent of the Zoning By-law. Considering the massive house footprint, five proposed car parking spots in the rear yard and the remainder of the rear yard as septic system area, leaves very little recreational space or room for trees.

### **3. Failure to Maintain the General Intent of the Official Plan (Environmental & Character)**

The Innisfil Official Plan places a heavy emphasis on protecting the character of established communities and safeguarding the Lake Simcoe watershed.

- **Lake Simcoe Watershed and Septic Concerns:** The proposal introduces a massive waste-management load: a main house plus two accessory apartments containing 6 additional bedrooms and 4 additional bathrooms. Siting a high-capacity septic system just 300 meters from Lake Simcoe—in an area with a documented high water table—poses an unacceptable ecological risk to the lake's water quality via nutrient loading (phosphorus) and potential septic failure.
- **Destruction of Neighbourhood Character:** Big Bay Point is a historic, renewing cottage area characterized by its mature, dense tree canopy. Developing this massive footprint will require clear-cutting almost all of the large, mature trees on the lot. This completely destroys the wooded, natural character that the Official Plan aims to preserve and eliminates the natural root systems that currently help manage the high water table.

### **4. The Proposal is Not Desirable for the Appropriate Development of the Land**

Adding two 3-bedroom accessory apartments to a single lot creates a high-density multi-residential use in a sensitive, historically low-density cottage area. The infrastructure of Big Bay Point—particularly private septic and well systems in a high water table environment—is not equipped to safely sustain this level of density on a single lot with compromised setbacks.

The oversized septic system that will be required for the proposed development is a greater concern for water wells in the area. They are mostly shallow and at much higher risk of being polluted. Dug wells are 12 to 20 feet deep and drilled wells average about 60 feet deep. In example 65 Big Bay Point Rd., drilled in 2018, is 55 feet deep and 3928 Alcina Ave., drilled in 1991, is 65 feet deep. The aquifer they draw water from is essentially ground and lake water in a sandy gravel substrate. The quality of the water is desired for its lack of sulphur gas and iron pollution, and its content of electrolytes.

The OBC permits up to 2 occupants per bedroom which would allow a total of 20 people to legally live in the proposed dwelling. That presents a huge issue for use of the rear yard which would be almost entirely septic system area and susceptible to resident damage.

The proposed five rear parking spaces, adjacent to the septic area, is another concern for possible pollution from vehicle fluid leakage and snow plowing damage to the septic system leaching area.

## Conclusion

Application No. A-2026-021 fails all four tests of a minor variance. It represents a severe overdevelopment that threatens neighbouring properties with drainage issues, risks the health of wells, risks the health of Lake Simcoe, and permanently strips the lot of its vital tree canopy.

I respectfully request that the Committee of Adjustment **deny** this application. I also request to be formally notified of the Committee's decision regarding this file.

Thank you for your time and consideration of the community's serious concerns.  
Sincerely,

**David Mousley**

3919 Algoma Avenue,  
