

## **NOTICE OF DELEGATED AUTHORITY**

**by CAO of County of  
Prince Edward**

Through By-law 3167-2012, as amended, County of Prince Edward Council delegated authority to the Chief Administrative Officer to approve undisputed Minor Variance applications.

Therefore, in accordance with the by-law and requirements for giving notice under Section 45 of the *Planning Act* and related regulations, the CAO will review/approve the application below.

Members of the public who wish to make written representation, either in support of or in opposition to the proposed applications, may submit comments **by October 12, 2025** to the respective planner.

We invite the public to contact the respective planner for further information or to ask questions regarding any of the below files. Alternatively, file information can be found on the County's [Active Planning Applications](http://www.thecounty.ca/residents/services/planning/active-planning-applications/) portal [www.thecounty.ca/residents/services/planning/active-planning-applications/](http://www.thecounty.ca/residents/services/planning/active-planning-applications/)

### **File Number:**

- Minor Variance File No.: A12-25 - Mark Shephard and Sarah Shephard - 280 Edward Drive - Lot 17 Plan 8; Ward 7 (Hillier) — To increase the maximum accessory structure coverage from 5% to 13%, increase maximum accessory structure height from 5m to 6.04m, reduce the minimum front yard setback from 15m to 9.9m and increase the maximum lot coverage from 15% to 19.33% to permit the construction of a detached garage.

**Planner: Stuart Cade**  
**([scade@pecounty.on.ca](mailto:scade@pecounty.on.ca))**

**Please Note:** Notices with key maps have been provided to landowners within 500 metres (rural) or 120 metres (urban) of the subject lands and have therefore not been included with this notice.

**For more information,** please contact:

### **The County of Prince Edward Development Services**

Location: 280 Picton Main Street, 2nd Floor, Picton, ON K0K 2T0 / Mailing: 332 Picton Main Street, Picton, ON K0K 2T0  
Telephone: 613.476.2148 / Fax: 613.471.2051 / [www.thecounty.ca](http://www.thecounty.ca)

Personal information is collected under the authority of the Planning Act, R.S.O. 1990, c. P. 13 and may be contained in an appendix of a staff report, published in the meeting agenda, delegation list and/or the minutes of the public meeting and made part of the public record. The County collects this information in order to make informed decisions on the relevant issues and to notify interested parties of Council's decisions. It may also be used to serve notice of a Local Planning Appeal Tribunal hearing. Names and addresses contained in submitted letters and other information will be available to the public, unless the individual expressly requests the municipality to remove their personal information. The disclosure of this information is governed by the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M. 56. Questions about this collection and disclosure should be directed to the Clerk at [clerks@pecounty.on.ca](mailto:clerks@pecounty.on.ca)



**This notice is available in alternate  
formats upon request.**