



PLANNING ADVISORY/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE AGENDA

On March 26th, 2018 @ 6:00 PM

At Council Chambers – Second Floor, 30 King Street East, Gananoque

Item	Title/Description	Recommended Action/ Attachment	Draft Motion
1	CALL TO ORDER		
	APPOINTMENT OF CHAIR		Motion
2	ADOPTION OF THE AGENDA		Motion
3	HEALTH SAFETY & WELLNESS		
4	DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF		
5	PUBLIC QUESTION/ COMMENT		
6	MINUTES OF COMMITTEE (ADOPTION)		
	Minutes of September 25, 2019		Motion
7	DEPUTATIONS		
	None		
8	REPORTS/NEW BUSINESS		
	Subdivision Application: <ul style="list-style-type: none"> ✦ SD2019-01 Castlegrove – 1622378 Ontario Inc. (Veenstra) Development Permit Application: <ul style="list-style-type: none"> ✦ DP2019-01 Castlegrove – 1622378 Ontario Inc. (Veenstra) 		Motion
			Motion
9	CORRESPONDENCE/OTHER		
	<ul style="list-style-type: none"> ✦ Proposed Agenda format modification – C. MacDonald and L. Garrah ✦ Ministry of Municipal Affairs and Housing letter re: Provincial Policy Statement changes 	Receive for Information	Motion
10	MEMBERS OF THE PRESS QUESTIONS OR COMMENTS		
11	ADJOURNMENT		Motion



**PLANNING ADVISORY/COMMITTEE OF ADJUSTMENT/
PROPERTY STANDARDS COMMITTEE MINUTES**

Tuesday, September 25th, 2018 @ 6:00 PM
At EMS Board Room – 340 Herbert Street, Gananoque

Item	Title/Description	
1	<p>CALL TO ORDER Chair Chris MacDonald called the meeting to order at 6:00 pm</p> <p>Chair: Chris MacDonald Members: Councillor Anne Warren Councillor Brian Brooks Kevin Wood Sheila Burtch Ken Wilson Chuck Marquardt</p> <p>Staff: Brenda Guy, Manager of Community Development Chanti Birdi, Junior Planner/Department Assistant</p>	
2	<p>ADOPTION OF THE AGENDA</p> <p>Motion No. 2018-30 Moved by: Chuck Marquardt Seconded by: Brian Brooks</p> <p>BE IT RESOLVED THAT PAC/COA/PSC adopt the agenda dated September 25, 2018 as posted.</p>	Carried.
3	<p>HEALTH SAFETY & WELLNESS</p> <p>Councillor Anne Warren made note of the coming flu season, indicating that residents should keep in contact with their doctors or druggists in regards to upcoming flu strains and vaccinations. Committee member Sheila Burtch noted a shortage of affordable housing and a need for hostels in Gananoque and the City of Brockville.</p>	
4	<p>DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF</p> <p>Councillor Anne Warren declared interest in the Community Planning Permit Applications known as DP2013-04 and 2014-07 due to her ownership of property across the street from the subject property.</p>	Declaration Attached.
5	<p>PUBLIC QUESTION/COMMENT</p>	None.
6	<p>MINUTES OF COMMITTEE (ADOPTION)</p>	
	<p>MOTION No. 2018-31 Moved by: Bob Brooks Seconded by: Ken Wilson</p> <p>BE IT RESOLVED THAT PAC/COA/PSC adopt the Minutes dated August 28, 2018.</p>	Carried.
7	<p>DEPUTATIONS</p>	None.

The applicant, planning consultant and architect were present in support of the application.
 Staff summarized the proposed amendments and indicated that an updated Traffic Impact Study has been requested of the applicant.
 The Planning Consultant, Margo Watson, explained that the design change was driven by change in demand and presented renderings for viewing by the Committee and public.

Discussion between committee members and the planning consultant clarified that design elements of the development would be incorporated into and upheld by the Community Planning Permit amendment.
 Committee member Sheila Burtch expressed concern over the design/character of the development, highlighting the success in reduction of units but indicating that the development height is still not appropriate within the neighbourhood.

Chair Chris MacDonald expressed concern over the character fit of the development with the existing neighbourhood. The Chair additionally noted the importance of time limits on permits and agreements.

Members of the public inquired about the remediation of the subject lands from potential contaminants to which it was explained that remediation measures must meet Ministry of the Environment standards, as dictated in the Community Planning Permit agreement held in the previously approved Community Planning Permit 2013-04.

Members of the public expressed further concern over design compatibility with the surrounding neighbourhood and the impact of construction and traffic noise on the playhouse adjacent the subject property. It was noted by the applicant that consultation with the adjacent playhouse business did occur during early phases of the development.

Motion No. 2018-33

Moved by: Chuck Marquardt

Seconded by: Brian Brooks

THAT PLANNING ADVISORY COMMITTEE recommends to Council the approval of DP2013-04 as per the plans dated September 4, 2018 provided the following conditions are met:

- The parking space at Stone Street South be removed.
- The loading area adjacent Phase II be removed.
- One entrance be incorporated along South Street.
- All removals above be landscaped.
- Phase II proceed within 3 years of occupancy of Phase I or it is not approved.
- All previously approved conditions be met.

Carried.

	<p>Community Planning Permit ↓ DP2014-07 Water lots adjacent 129 South Street Stone and South Developments Inc.</p> <p>The applicant proposed to reduce the maximum number of dock slips to 44 slips.</p> <p>Members of the public expressed concern over increased noise traffic created from boats and boating-related activities.</p> <p>The applicant explained that condominium rules will be in place to manage and regulate boating activities related to the docks and condominium.</p> <p>Staff explained that in addition to this application, a waterlot lease must be approved by Council before the dock development can proceed.</p> <p>Motion No. 2018-34 Moved by: Sheila Burtch Seconded by: Kevin Wood</p> <p>THAT PLANNING ADVISORY COMMITTEE recommends to Council the approval of DP2014-07, to reduce the maximum number of dock slips to 44 provided that all prior conditions for the previously approved application continue to apply.</p>	<p>Carried.</p>
<p>9</p>	<p>CORRESPONDENCE/OTHER Official Plan Review Update – The Official Plan RFP closing date has been extended to Tuesday, October 9, 2018.</p>	
<p>10</p>	<p>MEMBERS OF THE PRESS QUESTIONS OR COMMENTS</p>	<p>None.</p>
<p>11</p>	<p>ADJOURNMENT</p>	
	<p>MOTION NO. 2018-35</p> <p>THAT PAC/COA/PSC adjourn this regular meeting.</p>	<p>Carried.</p>

Chair, Chris MacDonald

Committee Secretary, Brenda Guy



DECLARATION OF PECUNIARY INTEREST FORM

Council or Committee Meeting: Planning Advisory Committee of Adjustment
(Name of group meeting i.e. Regular Council)

Date of Meeting: Sept. 25, 2018

Name of Member declaring Conflict: ANNE WARREN

I, Anne Warren declare a pecuniary interest

on item identified on this meeting's agenda as
129 South Street Development
(including Water Lots Adjacent 129 South Street)

OR

a past meeting agenda held on _____, 20__ at which
meeting I was absent regarding agenda item _____:

Due to (indicate the general nature of reason):

the fact that I own property at 134 South St.
directly across the street from the subject
developments.

Anne Warren
Signature of Member

25 Sept., 2018
Date of Signed

Members should complete this form and pass it on to the Chair/Secretary of the meeting to be read during the appropriate area/s on the Agenda. This document must be filed with the meeting supporting documentation and is open for public review upon a written request through the Clerk's Department. The retention period of this document will conform to other relative meeting supporting documents.

PLANNING REPORT

TO: **PAC/COA**

FROM: Brenda Guy
Manager of Community Development

DATE: February 12, 2019

SUBJECT: DP2019-01 – Veenstra c/o 1622378 Ontario Inc.
CLASS 3 Development Permit Application

Property: Vacant land north of MacDonald Drive and east of Elmwood Drive

Legal Desc: CON 1 PT LOT 16 RP 28R5721 PT PART 2
Town of Gananoque

Acreage: 78,509.01 sq m (19.4acres or 7.85 ha)

Max. Lot Coverage: 40% Maximum Coverage R-X4* (Phase I and portion of Phase III)
35% Maximum Coverage Residential Designation

Official Plan: Residential

DP Designation: Residential and Special Exception Zone R-X4

PURPOSE AND EFFECT

The applicant is proposing to proceed with a Phased Plan of Subdivision, consisting of four (4) phases under concurrent application SD2019-01.

One of the conditions of Draft Approval is a Class III Development Permit to provide relief from lot coverage, lot area, lot frontage, front yard setback and parking provisions for Phase I of the proposed subdivision. Relief from these provisions would allow the applicant to build on the subdivided lots according to the plans described in this report and attached. Additionally, the applicant is seeking to approval for 40% maximum lot coverage on the remaining Phases (II-IV).

The concurrent application for a Plan of Subdivision (SD2019-01) is to be read in conjunction with this report.

SITE BACKGROUND

Refer to concurrent Report SD2019-01 for a complete site background on the proposed plan of subdivision and draft approval.

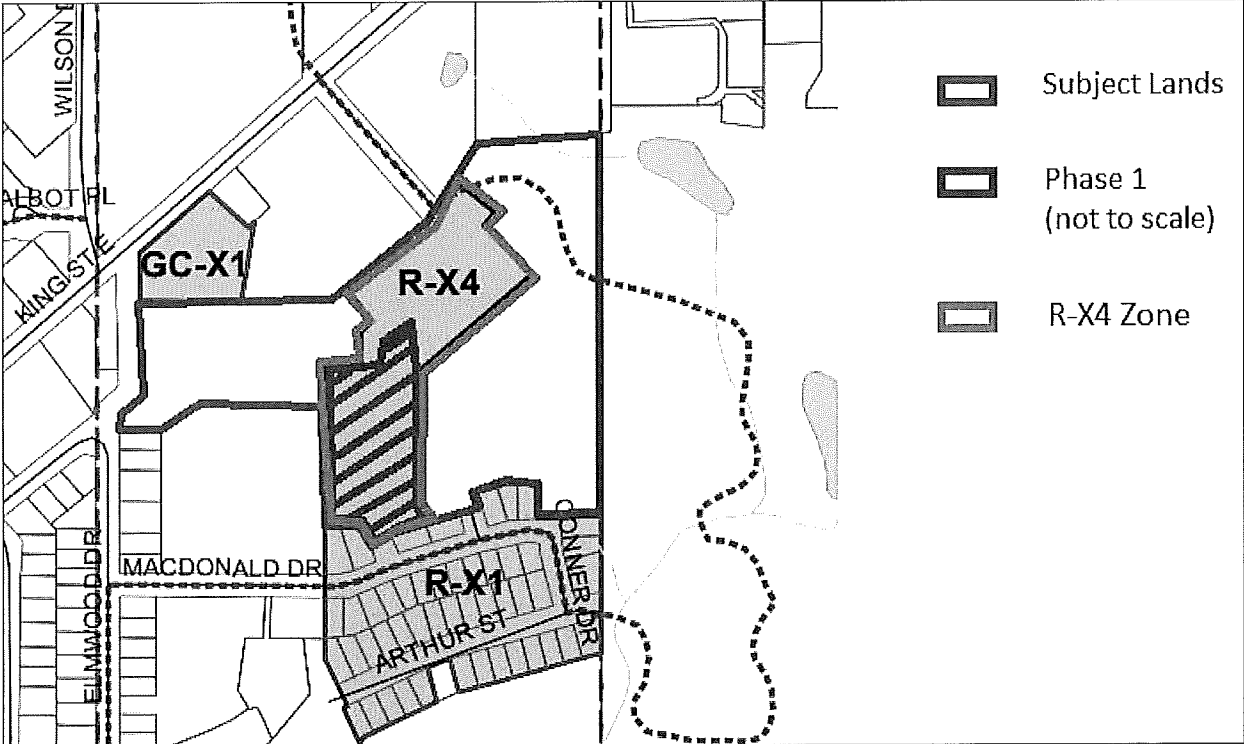
A plan for the subject lands was submitted to the Ministry in 1988 for an overall plan of subdivision that included six phases. The first phase was the MacDonald Drive/Arthur Street area (see below), registered in 1989 and developed with 46 single family dwelling lots under

Plan 385. It has a site specific designation of RX-1, approved with maximum lot coverage of 40% and a minimum rear yard setback of 7m and are all single family dwellings.

The next phase obtained draft approval, with site specific provisions under Zoning Bylaw Amendment 1992-26 as R1 and R2. In addition to the residential site provisions, it is permitted lot coverage of 40%, front yard setback of 6m and a rear yard depth of 7m. It was carried forward under the Development Permit By-law as Special Exception Zone R-X4 (below).

For the purposes of this application, in addition to seeking relief on various site provisions in Phase I, the applicant is requesting that the entire subject lands received approval for 40% maximum lot coverage.

The following discussion will refer to Phase I of the currently proposed subdivision, as per Plans C1 and C5, attached. Phases 2, 3 and 4 will be heard by separate application when they are ready for development, as decided by the applicant.



Subject lands and proposed Phase 1 (Veenstra) indicated.

BACKGROUND

Provincial Policy Statement

The broad policies of the Provincial Policy Statement (PPS) allow local municipalities to develop appropriate visions and goals which are presented within the Official Plan and implemented through provisions of the Development Permit Bylaw.

PPS Section 1.0 - Building Strong Healthy Communities speaks to “efficient land use and development patterns support sustainability by promoting strong, liveable, healthy and resilient communities, protecting the environment and public health and safety, and facilitating economic growth.” This is achieved by accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons).

PPS Section 1.4 - Housing policies identify that municipalities are “to provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents”. This is further established in Section 1.4.3 (d) – “promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed”.

Comment: This application proposes a mix of residential housing in the form of eight (8) townhouses and three (3) semi-detached dwellings in Phase I. The housing mix of subsequent phases will be finalized based on market trends and future need. At this time the IBI Group report indicates single family dwellings and detached dwellings.

Official Plan

The Official Plan *Vision* states that the Town’s “*Vision is to preserve and enhance the Town’s unique ‘small town’ heritage...*”. The provisions outlined in the Development Permit By-law are reflective of this vision and meant to guide development in an appropriate, responsible manner that upholds this vision.

The subject lands are designated Residential within the Official Plan. The residential designation is intended to preserve and enhance the quality of residential neighbourhoods through appropriate housing types, densities and transitions from adjoining land uses.

Section 3.2.2.8 of the Official Plan speaks to permitting a full range of housing densities with the intention of facilitating an appropriate mix of housing and affordable housing. Higher density residential development will generally be encouraged in locations having greater amenities or services such as areas in proximity to Commercial designations, Open Space, Arterial or collector roads.

Additionally, this section states the housing density target for the Town to be 12 units per gross hectare.

Comment: The proposed development aims to supply higher density housing, as reflected in the proposed lot coverages, lot sizes, and dwelling types.

It is noted that the overall housing density target can be met through a reduced number of proposed units. Further, it is not the intent of the policy to increase the overall housing density by creating pockets of medium/high density.

Such development will only be permitted where it is compatible with the neighborhood, where sewer and water lines have adequate capacity to service higher density development and where the street system is such that traffic, parking and access will not result in negative impacts.

Comment: These items will be discussed in the site provisions of the Development Permit Bylaw.

Section 5.4.4 of the Official Plan stipulates the development criteria that should be considered when reviewing a Development Permit Application (See Appendix I).

Development Permit Bylaw

The provisions within the Development Permit are reflective of the Official Plan's Goals and Vision and are considered appropriate for the local environment.

A Class III Development Permit is required under Section 2.17.3 of the Development Permit Bylaw:

1. Where the municipality has received a request to have a Class II Permit reviewed by Council in accordance with Section 2.19.4 of this By-law; or
2. Where the development generally does not meet the requirements, standards and provisions of the Development Permit Area and requires relief from one or more of those requirements provided that;
 - a. Impact(s) on adjacent properties can be mitigated through on-site and/or off-site works; and
 - b. The development proposal is an appropriate land use within the designation; and
 - c. The development proposal is in conformity with the Official Plan and the Provincial Policy Statement as amended; and / or
3. Where the municipality requires technical studies or reports such as a Traffic Impact Study, Servicing Options Report, Environmental Impact Study or any other study or report which may be required to ensure a full and complete review of the proposed development.
4. Where off site works such as the extension of municipal services, road improvements, stormwater management facilities etc. are required.

Section 5.3 of the Development Permit Bylaw designates the subject lands as Residential, which permits the use of single-family, semi-detached, duplex, and triplex dwellings, as well as home-based businesses and playgrounds. The Bylaw defines a Triplex as a dwelling with horizontal splits and a Townhouse is defined as a dwelling of three or more vertical dwelling units. Townhouses dwellings are a discretionary use. All discretionary uses are subject to a Class III Development Permit application.

Phase I and a portion of Phase III of the proposed Subdivision, fall within the Special Exception designation R-X4 as shown in the previous pages. Lands within the R-X4 zone are permitted the following exceptions from the underlying Residential designation provisions:

Lands within R-X4	
Front Yard Setback	6.0 m (19.7 ft)
Rear Yard Depth	7.0 m (23 ft)
Lot Coverage	40%

Proposed Site Provisions for Phase I:

RESIDENTIAL & R-X4 DESIGNATION	Semi-Detached Dwelling			Townhouse (Per Dwelling Unit)		
	Minimum Required	Proposed Minimum	Relief Requested	Minimum Required	Proposed Minimum	Relief Requested
Front Yard Setback	6m As per 92-26	✓	✓	6m	✓	✓
Rear Yard Depth	7.0m As per 92-26	✓	✓	7.0m As per 92-26	✓	✓
Interior Yard Setback	1.2m/ 0 along common wall	✓	✓	1.2m/none along common wall	✓	✓
Exterior Yard Setback (corner lots)	4.5m	✓	✓	4.5m	✓	✓
Lot Coverage	40% As per 92-26	47%	2.12% to 6.82%	40% As per 92-26	53%	1.64% to 12.82%
Lot Area (min)	334m ²	327.64m ² Lot 1A	-6.36m ²	220m ²	✓	✓
Lot Frontage	9m	✓	✓	6m	✓	✓
Parking	Not more than 50% of front/ exterior yard	✓	✓	No parking in front or exterior side yard	Parking proposed in front yard	Required

Proposed Lot Coverage for Phases 2 - 4:

At this time, the applicant is requesting relief on all subsequent phases in the IBI Group report as outlined in Table 1. Note: Plan C5 identifies 40%, however, that is overall lot coverage of the individual block and not individual units. The property currently enjoys 40% lot coverage in a portion of the proposed Phase 3 and the remaining lands are 35%.

Lot Coverage:

Phase I of the subject lands previously received relief for lot coverage as part of Special Exception Zone R-X4 to allow 40% maximum lot coverage. The applicant is seeking further relief from this provision.

According to the IBI Group report provided by the applicant, the increased lot coverage is partially due to the increase in number of units being built.

The report further identified that there would be no sheds on the lands as there are property maintenance services included with the housing units and in the case of single family dwellings the larger garage would allow for the storage of lawn equipment.

Comment: The IBI Group report submitted by the applicant, states that “an increase in lot coverage is anticipated to allow for the construction of a more diverse supply of housing options” (IBI Group, p.2, par.1).

Staff note that the Development Permit Bylaw permits a diverse supply of housing options. An increased density, can also be achieved by meeting the 40% maximum lot coverage.

Public Works note that the easements to the rear yard catch basins are a width of 4.5m. Given the building envelopes identified they may not reflect roofline overhangs (eaves) and therefore the width of the easement may not be sufficient. Detailed information on depths of infrastructure within the easement will determine minimum width of easements required. This is an additional concern with regards to the lot coverage being proposed.

It is understood that the installation of an accessory building is up to an owners' discretion. Staff wish to note that the IBI Group report identified that there would be no sheds due to property maintenance services but then spoke of single family dwellings storing furniture and lawn equipment. It is unclear as to whether the property maintenance services is part of the purchase and sale or is an option to property owners. The applicants may wish to identify this as a covenant in their purchase and sale agreements.

Setbacks:

All proposed dwelling units meet the requirements for required front, side and rear yard setbacks.

Parking:

Section 3.32 of the Development Permit Bylaw requires two (2) parking spaces per semi-detached dwelling unit and 1.25 parking spaces (rounded up to the next whole number) townhouse dwelling unit.

Section 5.4.2 of the Development Permit Bylaw identifies that “no parking shall be allowed in either the required front or exterior side yards in multi-unit dwellings (Triplex, Townhomes and Apartment Buildings)

Comment: The proposed semi-detached units and townhouses meet the number of parking requirements; one (1) driveway space and one (1) garage space for each dwelling.

Relief is requested to allow driveways to be located in the front yards of townhouse dwellings. Staff have no objection in this regard as the plan of subdivision is located on local roads and is comprised of mixed housing including townhouses and semi-detached dwellings. However, by approving the above the development limits on-street parking for the residents and visitors due to the numbers of driveways, setbacks to driveways, which contributes to parking congestion within and potentially in adjacent areas.

Landscaped Open Space:

Section 3.24 of the Development Permit Bylaw identifies that:

- In any Residential, Commercial, or Employment designation any portion of any front yard which is not used for any other permitted use shall be exclusively devoted to landscaped open space, and
- Any land used for landscaped open space shall be included in the calculations of lot area, yard requirements, etc. as set forth in this By-Law.

Additionally, Section 5.4.2 requires that 20 square meters of amenity space be provided per townhouse dwelling unit. The provision of an equipped children’s play area may be required as a condition of any Development Permit.

Comment: Given the DP application is part of a Plan of Subdivision, a decision in regards to parkland and cash-in-lieu of parkland is required by Council, therefore, additional amenity spaces is not required for this application.

Design Criteria:

Section 5.4.4 of the Development Permit Bylaw requires one (1) tree to be provided per lot for new developments. Due to the proposed lot design and corresponding location of in-ground utility trenches, the final number and location of trees will be determined upon submission of the final Composite Utility Plan.

Comment: The Composite Utility Plan will outline the location of underground utility trenches (including communication and gas lines) and this will determine the possibility and appropriateness of location and tree variety for Phase I.

Plan C1 includes a cross-section indicating the possibility location of trees on public property. The location of trees on public property is considered to be favorable by Public Works for the future maintenance and care.

Circulation to agencies (comments received to date):

Canada Post	Received	Comments Attached
CAO		
CRCA		
CBO		

Eastern Ontario Power		
Economic Development		
Leeds Grenville EMS		
Fire Department		
LG Health Unit		
Police Department		
Water/Sewer		
Public Works		
Other:		

Approving the reliefs and site provisions being sought by the applicant would have an impact on the subdivision and adjacent streets. Staff have identified areas of concerns throughout the report and each item has an impact on other items.

Consideration for on-street parking is relevant as the Town does not have a public transit system and the provision for parking of visitors is applicable. The applicant has indicated that the subdivision is geared to seniors', however, it should not be assumed that the market being sought are one-vehicle households or that of future home owners. In multi-residential areas the reduction of frontage impacts the availability of on-street parking as well as impacting the resources of bylaw enforcement and police services.

In summary, the number of units proposed are more than what was permitted in the zoning bylaw of 1992 indicating that the Town is accepting of higher density. Staff note that the applicant has options to achieve the minimum lot coverage on each side of the proposed street with the reduction of units and or the increase in lot area. The proposed plan of subdivision application is essentially vacant parcels of lands that give the owner the flexibility to provide higher density while meeting the reliefs being sought.

Planning Advisory Committee has the following options under the Development Permit Bylaw in regards to the application:

- refuse the application;
- approve the application and issue a development permit with no conditions attached;
- approve the application and require that conditions be met before issuing a development permit;
- approve the application and issue a development permit with conditions attached; or
- approve the application, require that conditions be met before issuing a development permit and, when the conditions have been met, issue a development permit with conditions attached. O. Reg. 608/06, s. 10 (8).

Staff recommend that the application for DP2019-01 be refused as proposed. However, Staff do not object to lot coverage of 40% provided the applicant meets the provision of lot areas as provided in the bylaw.

APPENDIX I

5.4.4 Development Criteria

Councils shall consider the following development criteria when reviewing the compatibility and appropriateness of any new development or redevelopment, when considering amendments to the Zoning By-law and in considering, where applicable, the requirements for site plan control under Section 41 of the Planning Act:

1. The provision of safe access onto or from a local or Town road or provincial highway.
2. Adequate access to, and provision of, off-street parking.
3. Barrier-free access to public and commercial buildings and the designation of parking spaces for physically challenged persons.
4. Access and maneuvering of emergency vehicles in providing protection to public and private properties.
5. The availability of municipal services and the cost of upgrading such services including water, sewage treatment facilities, fire and police protection, street lighting, roads and winter maintenance, waste disposal, community facilities and recreation.
6. Adequate grade drainage or storm water management and erosion control.
7. The screening, buffering or fencing of aesthetically displeasing or dangerous land uses or open storage. A buffer may be open space, a berm, a wall, a fence, plantings, a land use different from the conflicting uses but compatible with both, or any combination of the aforementioned sufficient to accomplish the intended purpose.
8. The provision of landscaping, the creation of privacy and/or open space areas around buildings and other uses, and the establishment of setbacks to maintain proper distance separation between new development and natural heritage sites, natural hazards and resource areas and development constraints such as noise and vibration.
9. Adequate exterior lighting for access and parking areas for public or private use such as in commercial, industrial, institutional and multiple residential development.
10. The control of signs and advertising such that they are in scale with the intended use and with surrounding uses.
11. Protection of the environment by avoiding air, soil or water pollution.
12. The preservation and protection, whenever possible, of street trees, street tree canopies and the urban forest.
13. The adequacy of school board facilities to accommodate new development or redevelopment and the provision or availability of school bussing.
14. Protection or enhancement of natural resource values.
15. Conserving cultural heritage resources.
16. The physical suitability of the land for the proposed use.
17. Safety and Security Criteria

When reviewing development applications, ensure that safety and security measures are considered through such means as:

1. sufficient lighting in spaces intended for public use after dark to support the kind of activities envisioned for that space;
2. signs and an overall pattern of development that supports users' sense of orientation and direction;
3. preservation of clear lines of sight for persons passing through the space;
4. attention to the proposed mix of uses and their proximity to each other to ensure they are complementary;
5. the routing and design of bicycle and pedestrian routes so that they are accessible to populated areas.



CPPS 20 19 / 01

**APPLICATION FOR DEVELOPMENT PERMIT APPROVAL
Section 70.2 of the Planning Act, RSO 1990, as amended**

This application form **MUST** be accompanied with **all** the submission requirements in order to be considered a complete application. Incomplete applications will not be processed until all information is provided.

A meeting with Community Development staff is **REQUIRED PRIOR TO SUBMISSION** of this application. At that time, approval stream and submission requirements will be determined. **ALL** applications require the following:

- ✓ Complete application form signed including declaration of applicant.
- ✓ Copy of the deed of property or offer to purchase and sale
- ✓ Two (2) large scale copies of all plans being submitted, two reduced 8.5" x 11" of each plan and one electronic copy in pdf format. Plans are to be in a standard scale format (1:250 1:500)
- ✓ Application fee payable to the Town of Gananoque:
 - Class I \$500
 - Class II \$1,500
 - Class III \$1,700
 - Amendment to Class I, Class II or Class III \$700
- ✓ Deposit fee in the amount of \$2,000 payable to the Town of Gananoque for peer reviews of studies for a Class II/Class III
- ✓ Copy of the most recent survey of the subject property
- ✓ **Cataraqui Region Conservation Authority.** Subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority. See fee schedule. Clearance letter will be required by the Town.

CONTACT INFORMATION

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

Name of Applicant: Paul Veenstra c/o 1622378 Ontario Inc.	Complete Address including Postal Code: 42 Black Snake Lane, Lansdowne, Ontario, K0E 1L0	Phone: <u>613-556-0194</u> Fax: _____ E-mail: <u>coombecustomhomes@live.com</u>
Name of Property Owner (if different than applicant): 1622378 Ontario Inc.	Complete Address including Postal Code: 42 Black Snake Lane, Lansdowne, Ontario, K0E 1L0	Phone: <u>613-556-0194</u> Fax: _____ E-mail: <u>coombecustomhomes@live.com</u>
Architect/Designer/Planner: Mark Touw IBI Group	Complete Address including Postal Code: IBI Group 650 Dalton Avenue Kingston, ON K7M8N7	Phone: <u>613-531-4440 X 223</u> Fax: _____ E-mail: <u>mark.touw@ibigroup.com</u>
Engineer: Colin A. Jardine Eastern Engineering Inc.	Complete Address including Postal Code: Brockville Centre 125 Stewart Blvd., Suite 212 Brockville, ON K6V 4W4	Phone: <u>613-345-0400</u> Fax: <u>613-345-0008</u> E-mail: <u>cjardine@easteng.com</u>
Ontario Land Surveyor:	Complete Address including Postal Code:	Phone: _____ Fax: _____ E-mail: _____

Street or Property Address (if applicable): Vacant land located north of MacDonald Drive and east of Elmwood Drive

LEGAL DESCRIPTION

Lot/Con/Plan: CON 1 PT LOT 16 RP 28R5721 Part 2

Frontage: <u>varies</u>	Depth: <u>varies</u>	Area (sq.m): <u>11,865.5</u>	Area (acres): <u>2.93</u>
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SUBMISSION REQUIREMENTS

The applicant/agent is responsible for ensuring that the submission requirements are met, including confirming that all the information listed below is shown on the required plans by checking off each box.

- Site Plan(s)** including scaled accurate measurements of:
 - o Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale);
 - o Dimensions and areas of the site including existing natural and artificial features i.e: buildings, watercourses, wetlands, woodlands.
 - o Dimensions and gross floor area of all building and structures to be erected;
 - o Existing structures to be retained, removed or relocated;
 - o Distances between lot lines and the various buildings, structures, parking areas, driveways and other features;
 - o Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches;
 - o Parking areas including number, size of spaces and dimensions. The plans shall have regard for **Ontario Regulation 413/12 made under Accessibility for Ontarians with Disabilities Act, 2005**. This shall include, but not be limited to, providing appropriate designated parking spaces and unobstructed building access features.
 - o Access driveways including curbing and sidewalks
 - o Proposed fire routes and fire route sign locations
 - o Dimensions and locations of loading zones, waste receptacles and other storage spaces;
 - o Location, height and type of lighting fixtures including information on intensity and the direction in which they will shine relative to neighbouring streets and properties;
 - o Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41;
 - o Location, type and size of any other significant features such as fencing, gates and walkways.
- Drainage Plan(s)** including scaled accurate measurements of:
 - o Drainage Plan must demonstrate proposed development is handled on-site and does not infringe on neighbouring properties;
- Landscape Plan(s)** including scaled accurate measurements of:
 - o Landscape Plan showing size, type and location of vegetation, areas to be seeded or sod. Plan to show existing landscape features to be retained, removed or relocated;
- Site Servicing Plan(s)** including scaled accurate measurements of:
 - o Site Servicing Plan (plan/profile) including layout of existing water, sewer, gas lines, proposed connections, utility easements, fire hydrants, hydro poles, lighting, trees, transformers and pedestals.
- Grade Control and Drainage Plan(s)** including scale accurate measurements of:
 - o Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic;
 - o Location of any creeks, ravines or watercourses with elevations and contours;
 - o Arrows indicating the proposed direction of flow of all surface water;
 - o Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts
 - o Existing and/or proposed right-of-ways or easements
- Elevation and Cross-Section Plan(s)** including scale accurate measurements of:
 - o Drawings that show plan, elevations and cross section views for each building or structure to be erected;
 - o Conceptual design of building;
 - o Relationship to existing buildings, streets and exterior areas to which members of the public have access to;
 - o Exterior design including character, scale, appearance and design features of the proposed building;
 - o Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities designed to have regard for accessibility
 - o Photographs of the subject land and abutting streetscape on both side of the street
- Supporting Studies and Reports.** Technical reports/plans or studies may be required to assist in the review process of a Development Permit Application. Applications for Development Permit may be required to submit the following studies or reports. Applicants should consult with Municipal staff to determine site specific requirements:

<input type="checkbox"/> Servicing options report	<input type="checkbox"/> Phase I Environmental Study and if investigation as required
<input type="checkbox"/> Hydrogeological Study	<input type="checkbox"/> Noise and/or vibration study
<input type="checkbox"/> Drainage and/or stormwater management report	<input type="checkbox"/> Source Water protection study
<input type="checkbox"/> Environmental Impact Assessment for a natural heritage feature or area	<input type="checkbox"/> MDS I or II calculation
<input type="checkbox"/> Archaeological Assessment	<input type="checkbox"/> Minimum Separation distance calculation for an industrial use or a waste management facility
<input type="checkbox"/> Influence area study for development in proximity to a waste management facility or industrial use	<input type="checkbox"/> Confirmation of sufficient reserve sewage system capacity and reserve water system capacity
<input checked="" type="checkbox"/> Traffic Study	<input type="checkbox"/> Vegetation Inventory and/or Tree Preservation Plan
<input type="checkbox"/> Heritage Resource Assessment	<input checked="" type="checkbox"/> Supporting Land Use Planning Report
<input type="checkbox"/> Mine hazard rehabilitation assessment	

Existing Use(s): Vacant	
Length of time the existing use of the subject lands have continued:	
Has the property been designated as a Heritage Site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the property presently under a Site Plan Agreement?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the file number and the status of the application?	unknown
Proposed Use(s): Residential: Semi-detached and townhouse dwellings	
Is the Use permitted or permitted subject to criteria as set out in the development permit by-law and how have the applicable criteria have been addressed? Semi-detached dwellings are permitted in the Development Permit By-law. Row dwellings (townhouses) are categorized as Discretionary Uses, and are subject to the Class III Development Permit approval stream. The Planning Report submitted as part of this application outlines how the applicable criteria have been addressed.	
Is a variation requested? Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law. A variation is requested from the maximum lot coverage set out in the Development Permit By-law, as well as from minimum lot areas (semi's), minimum exterior side yard setbacks (semi's) and parking location (townhouse's). The Planning Report submitted as part of this application outlines how the proposed variations meet the applicable criteria as set out in the Development Permit By-law.	
Abutting Land Use(s): Residential	
Is the Development to be phase?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is the anticipated date of construction?	2018
Is the land to be divided in the future? Yes. The 11 lots are to be further subdivided such that each of the thirty (30) units will be on their own lot.	
Are there any easements, right-of-ways or restrictive covenants affecting the subject land? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Plan Details:			
<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Institutional
6 semi-detached dwelling units 24 row dwelling units (townhouse)	Lot Area: _____ (sq.m)	Building Coverage: _____ (%) _____ (sq.m)	Landscape Coverage: _____ (%) _____ (sq.m)
Building Height: 1-storey _____	No. of Storeys: _____	No. of Units: _____	Method of Garbage Storage: _____
Parking Surface: Existing: <u>0</u> Proposed: <u>1 garage and 1 driveway</u> per unit (30 garages)	Number of Parking Spaces: Existing: _____ Proposed: _____ Total: _____	Dimensions of Parking Spaces: _____	Number of Accessible Spaces: _____
Loading Spaces: n/a	Number of Loading Spaces: _____	Dimensions of Loading Spaces: _____	Other: _____

Heritage Tourist Inn/Bed and Breakfast:			
Is this an application for a Heritage Tourist Inn? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Number of Guest Rooms: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> Other _____	Is this an application for a Bed and Breakfast? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Number of Guest Rooms: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> Other _____
A Heritage Tourist Inn will require a Heritage Resource Assessment evaluating the heritage significance of the property including a description of historic features is required with the submission of this application.			

EXISTING BUILDINGS:		Building 1	Building 2
	Type of Structure		
	Date Constructed:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		
PROPOSED BUILDINGS:		Building 1	Building 2
	Type of Structure:		
	Proposed Date of Construction:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		
Attached Additional Page, if necessary			

Access:			
<input checked="" type="checkbox"/> Municipal Street	<input type="checkbox"/> Unopen Road Allowance	<input type="checkbox"/> Existing Right-of-way	<input type="checkbox"/> Other _____
Name of Street/Road: Wilmer Avenue			
Entrance Approvals and Permit Number(s): To be determined as part of applications			
If the application will result in the creation of a new private road, a request for street naming will have to be submitted in conjunction with this application, to be approved by Council.			

Water Access (where access to the subject land is by water only)			
Docking Facilities (specify)		Parking Facilities (specify)	
distance from subject land _____	distance from nearest public road _____	distance from subject land _____	distance from nearest public road _____

Services:			
<input checked="" type="checkbox"/> Municipal Water and Sewer	<input type="checkbox"/> Municipal Water & Private Sewage	<input type="checkbox"/> Private Well and Municipal Sewage	<input type="checkbox"/> Private Well and Private Sewage
Water and Sewer Hook-up Approvals and Permit Number(s): to be determined as part of applications			

AUTHORIZATION BY OWNER

I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize Paul Veentury (print name) to be the applicant in the submission of this application. Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purposes of conducting a site inspection with respect to the attached application.

Signature of Owner

Signature of Owner

Signature of Witness (not applicant)

Date

CONSENT BY OWNER

Complete the consent of the owner concerning personal information set out below.

I/We, Paul Veentury, am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the Municipal Freedom of Information and Protection of Privacy Act. I/We hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act of the purpose of processing this application.

Signature of Owner

Signature of Owner

Signature of Witness (not applicant)

Date

DECLARATION OF APPLICANT

I, _____ of the _____ of _____ in the _____ of _____ solemnly declare that:

I understand that the applicant/owner will be required to provide 100% security of the outside works in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

Furthermore, I, being the applicant of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

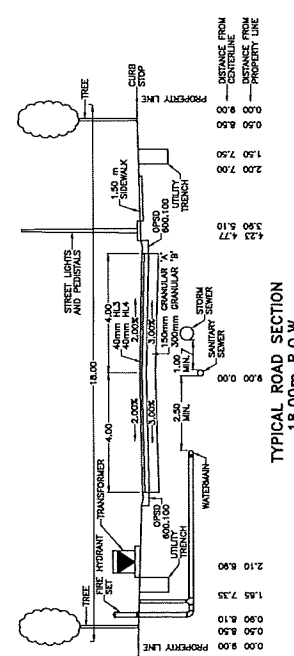
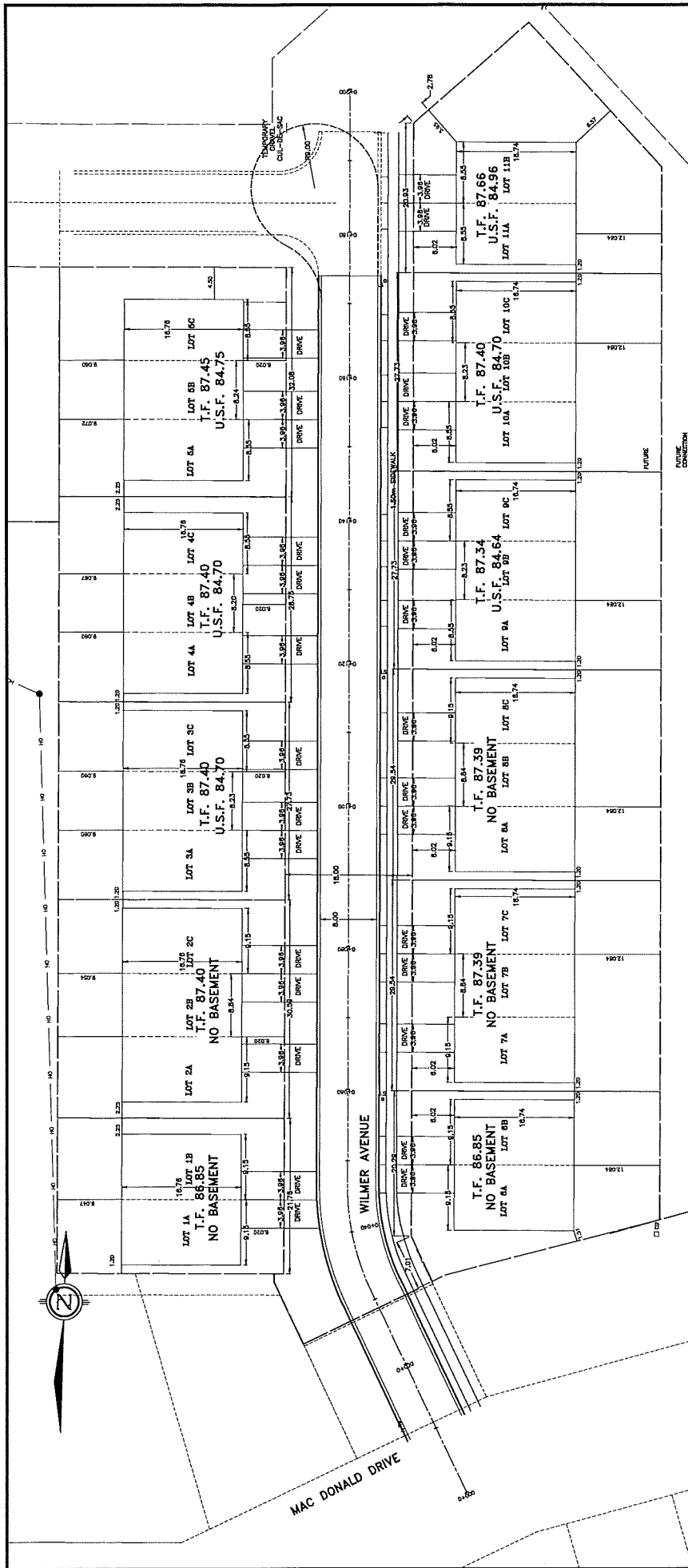
All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

Declared/Sworn before me at Town of Gananoque this 28th day of March, 2018.

Signature of a Commissioner, etc

Signature of Applicant

Office Use Only:		Roll No: <u>08 14 000 020 30501</u>
Official Plan Designation: <u>Residential</u>	Development Permit Designation: <u>Residential</u>	Other: <u>"RX-4" Zone</u> <u>Subject to By-law 1992-26.</u>
Access (Entrance Permits etc): <u>Req.</u>	Water and Sewer Hookup (Permits etc): <u>Req.</u>	Other:
Other Concurrent Applications: <input type="checkbox"/> Cash-in-Lieu of Parking <input type="checkbox"/> Condominium Approval <input type="checkbox"/> Consent/Severance	<input type="checkbox"/> Official Plan Amendment	<input checked="" type="checkbox"/> Subdivision Approval
Date Application Received: <u>Nov. 26 / 2018.</u>	Date Application Deemed Complete: <u>February 13 / 19</u>	Fees Received: <input checked="" type="checkbox"/>



LEGEND

- Catchbasin
- Manhole
- Fire Hydrant
- Water Valve
- Transformer
- Light Standard
- Watermain
- Sanitary Sewer
- Storm Sewer
- Proposed Sewer
- Proposed Storm
- Proposed Grade

Lot	Area	Building Area	Lot Coverage	Front Setback	Side Setback	Rear Setback
1A	611.54	390.29	43.96%	1.1	1.1	1.1
1B	611.54	390.29	43.96%	1.1	1.1	1.1
2	454.62	454.62	48.09%	1.1	1.1	1.1
3	454.62	454.62	48.09%	1.1	1.1	1.1
4	454.62	454.62	48.09%	1.1	1.1	1.1
5	454.62	454.62	48.09%	1.1	1.1	1.1
6	454.62	454.62	48.09%	1.1	1.1	1.1
7	454.62	454.62	48.09%	1.1	1.1	1.1
8	454.62	454.62	48.09%	1.1	1.1	1.1
9	454.62	454.62	48.09%	1.1	1.1	1.1
10	454.62	454.62	48.09%	1.1	1.1	1.1
11	454.62	454.62	48.09%	1.1	1.1	1.1
TOTAL	4584.1	12,284.36	42.74%			

Lot	Unit	Area	Coverage	Front	Side	Rear
1A	1A	611.54	43.96%	1.1	1.1	1.1
1B	1B	611.54	43.96%	1.1	1.1	1.1
2	2	454.62	48.09%	1.1	1.1	1.1
3	3	454.62	48.09%	1.1	1.1	1.1
4	4	454.62	48.09%	1.1	1.1	1.1
5	5	454.62	48.09%	1.1	1.1	1.1
6	6	454.62	48.09%	1.1	1.1	1.1
7	7	454.62	48.09%	1.1	1.1	1.1
8	8	454.62	48.09%	1.1	1.1	1.1
9	9	454.62	48.09%	1.1	1.1	1.1
10	10	454.62	48.09%	1.1	1.1	1.1
11	11	454.62	48.09%	1.1	1.1	1.1
TOTAL		4584.1	42.74%			

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4	454.62	454.62	48.09%	1.1	1.1	1.1
5	454.62	454.62	48.09%	1.1	1.1	1.1
6	454.62	454.62	48.09%	1.1	1.1	1.1
7	454.62	454.62	48.09%	1.1	1.1	1.1
8	454.62	454.62	48.09%	1.1	1.1	1.1
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EASTERN ENGINEERING GROUP INC.
 1000 Highway 104, Suite 100
 Gananacque, ON
 Phone: (416) 291-1111
 Fax: (416) 291-1112
 Email: info@easterneng.com

LOT PLAN

CASTLEGROVE SUBDIVISION
 GANANACQUE, ON
 COOMBE CUSTOM HOMES

C1

TYPICAL ROAD SECTION
 18.00m R.O.W.

LEGEND

- Catchbasin
- Manhole
- Fire Hydrant
- Water Valve
- Transformer
- Light Standard
- Watermain
- Sanitary Sewer
- Storm Sewer
- Proposed Sewer
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4	4	454.62	48.09%	1.1	1.1	1.1
5	5	454.62	48.09%	1.1	1.1	1.1
6	6	454.62	48.09%	1.1	1.1	1.1
7	7	454.62	48.09%	1.1	1.1	1.1
8	8	454.62	48.09%	1.1	1.1	1.1
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CHANGES OF REGISTRAR

1. C1 2018(09) SUBMISSION TO TOWN

DATE 2018-09-20

SCALE 1:1000

PROJECT CASTLEGROVE SUBDIVISION

LOT 1A, 1B, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

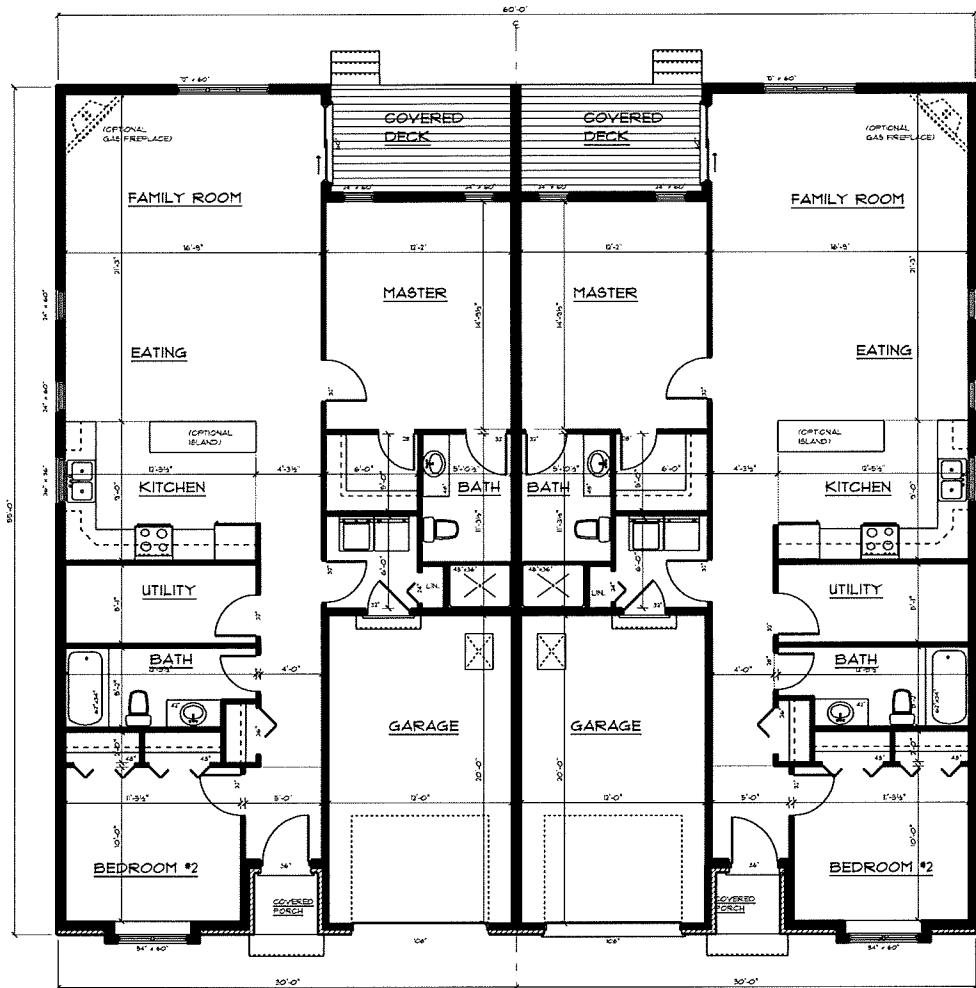
DATE 2018-09-20

SCALE 1:1000

PROJECT CASTLEGROVE SUBDIVISION

LOT 1A, 1B, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

Castlegate Subdivision
 Gananoque, Ontario
 Semi-detached unit
 (Sample floor plan)



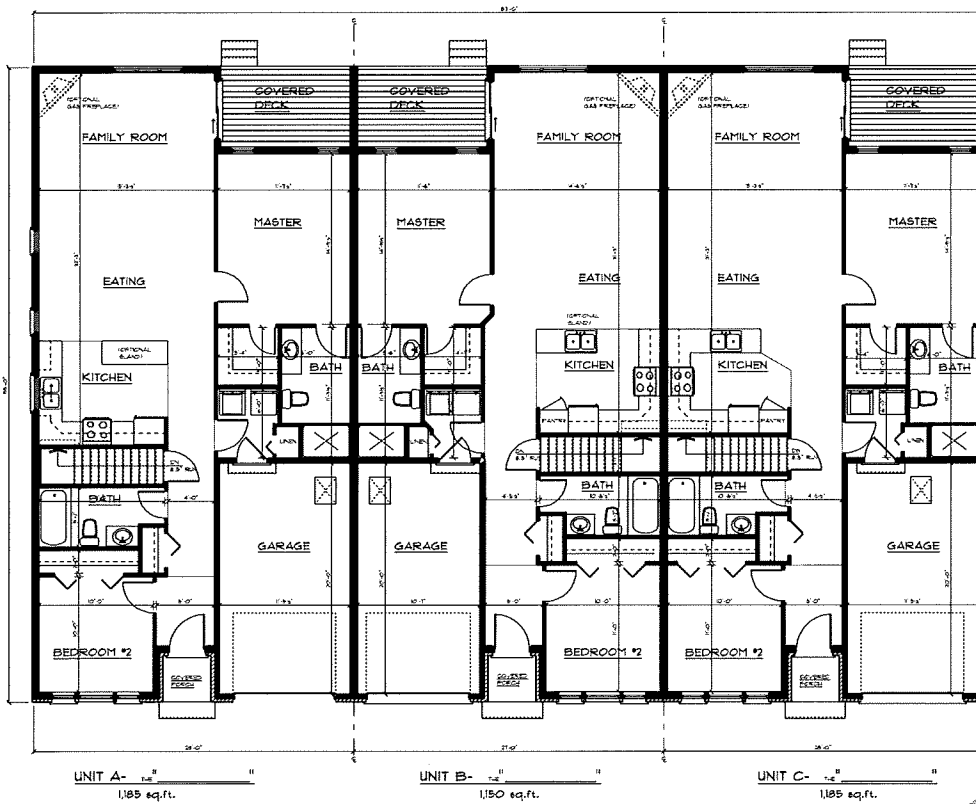
UNIT A- 1-1/2" = 1"
 1,271 sq.ft.

UNIT B- 1-1/2" = 1"
 1,271 sq.ft.

PRELIMINARY



Castlegate Subdivision
Gananoque, Ontario
Row / townhouse unit
(Sample floor plan)



PRELIMINARY

Stonham
Designs

PLANNING REPORT

TO: **PAC/COA**

FROM: Brenda Guy
Manager of Community Development

DATE: Wednesday, March-13-19

SUBJECT: SD2019-01 – Veenstra c/o 1622378 Ontario Inc.
Castlegrove Plan of Subdivision

BACKGROUND

Property: Vacant land north of MacDonald Drive and east of Elmwood Drive

Legal Desc: CON 1 PT LOT 16 RP 28R5721 PT PART 2
Town of Gananoque

Acreage: 78,509.01 sq m (19.4 acres)

Lot Coverage: 35%, 40% Maximum Coverage*

Official Plan: Residential

DP Designation: Residential, Special Exception Zone R-X4

*Approved by Zoning By-Law Amendment 92-26 for a portion of the subject property.

PURPOSE AND EFFECT

The applicant has applied for a Plan of Subdivision for an overall holding of 19.4 acres. The lands are located south of the commercial area of King Street East near the east boundary of the Town. Phase I of the development is to develop the subject lands with eight (8) townhouses and three (3) semi-detached dwelling units and the remaining lands as blocks for a total of four phases.

Note: Appendix I provides a flow chart of the approval process.

Draft Plan approval is issued prior to the creation of individual lots. Draft Plan approval provides the applicant a minimum of three years to fulfill any reasonable conditions as set out in Appendix III. Upon all conditions being met, the applicant may proceed to registration of the subdivision/agreement and creation of individual lots.

This report addresses the application for a Plan of Subdivision under Section 51 of the Planning Act. A concurrent application for a Development Permit, seeking relief from provisions within the Development Permit Bylaw, has also been received and is addressed and will seek separate approval in a separate report.

The final submission with all required items was received February 6, 2019 and the application was deemed complete on February 13, 2019.

Note: Reference to letter of intent for a single proposed dwelling along Macdonald Drive, which is currently an unopen road allowance for the purposes of a street is not included in this report as it is a proposal to Council and would have to follow the Sale and Disposal of Land Policy to be considered by Council.

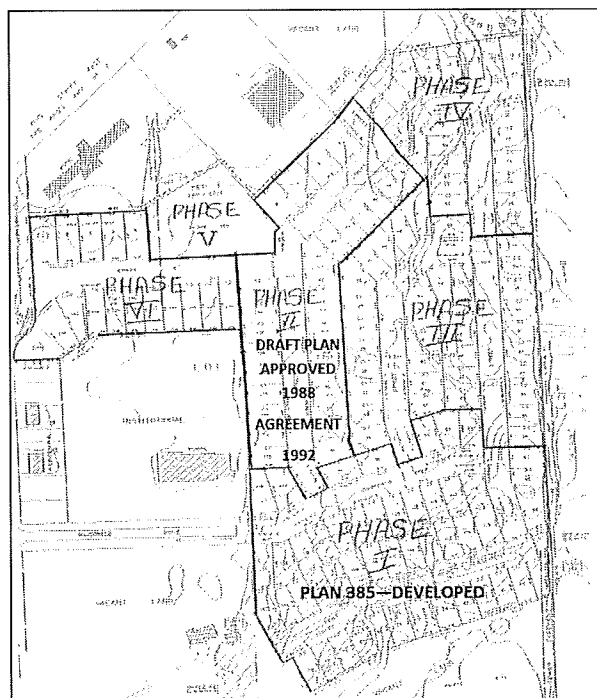
Supporting documentation in regards to the proposed plan include:
Planning Report dated January 25, 2019
Geotechnical Investigation Report dated January 29, 2019
Traffic Brief dated April 5, 2018
Storm Sewer Design Sheets dated February 23, 2019
C1-C5 Lot Plan, Grading and Profile Plans

SITE BACKGROUND

Prior to 1998, plans of subdivision were approved by the Ministry of Municipal Affairs and Housing. Today, the Town of Gananoque has the authority to approve plans of subdivision.

A plan for the subject lands was submitted to the Ministry in 1988 for an overall plan of subdivision that included six phases. Phase I was the MacDonald Drive/Arthur Street area (see below) which was registered in 1989 and developed with 46 single family dwelling lots under Plan 385.

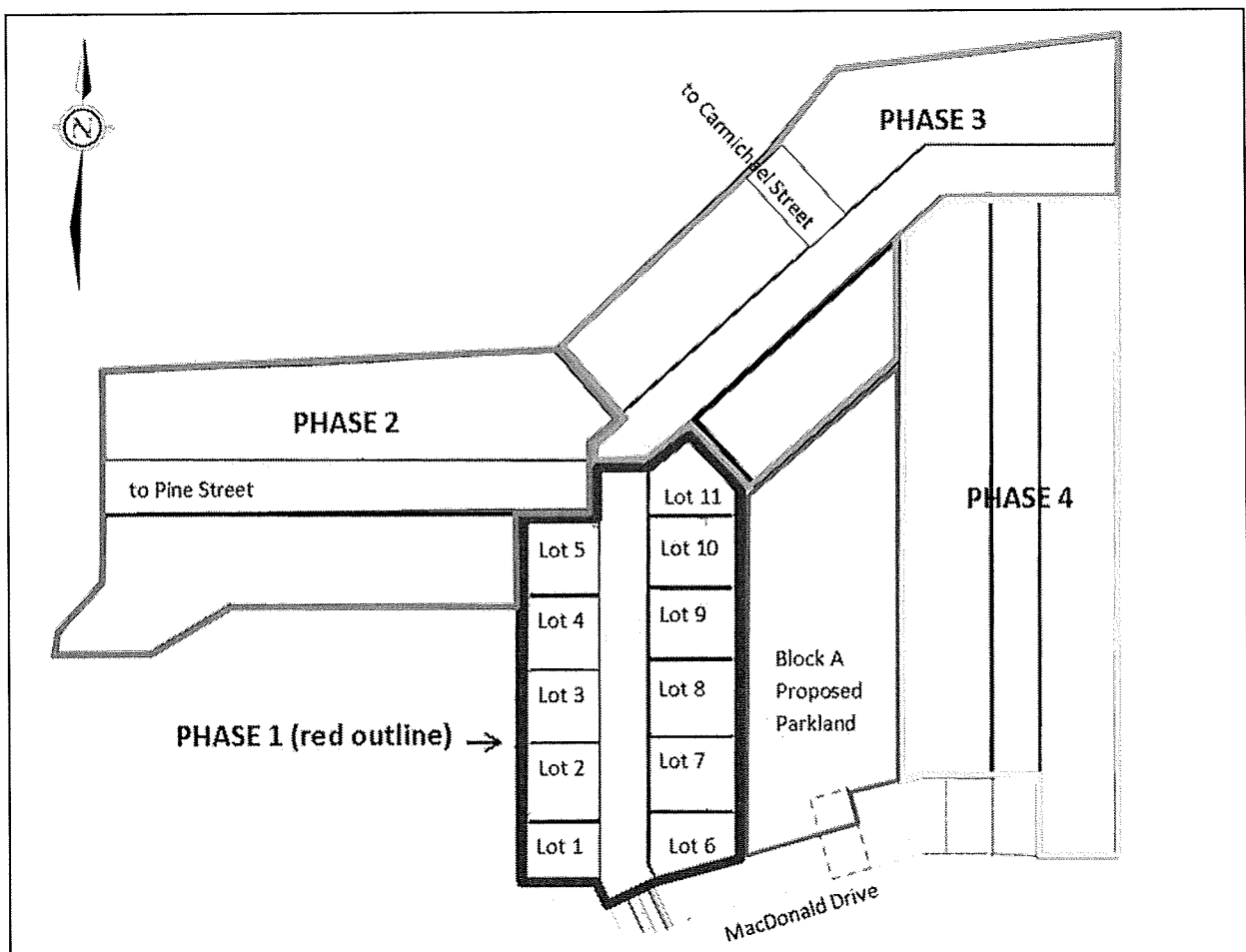
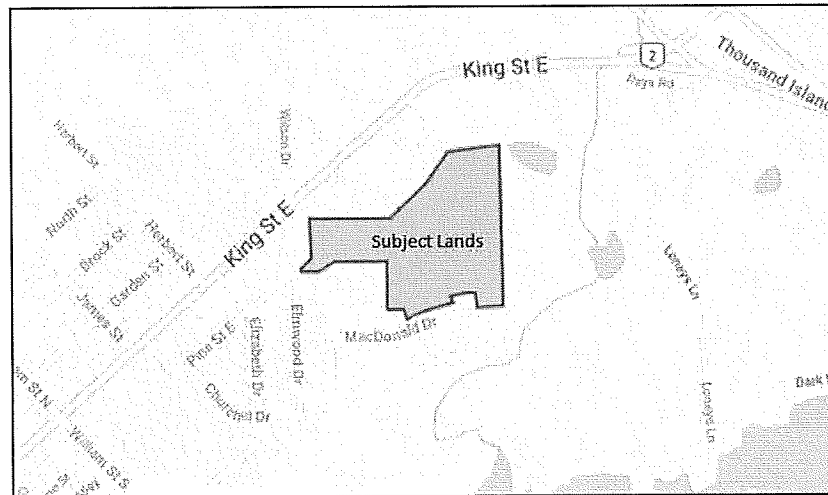
Phase II was submitted and issued draft approval but was never completed.



The applicant, 1622378 Ontario Inc. (which will be referred to as Veenstra), has purchased the remaining lands (below), to be developed in four phases. Veenstra has additionally chosen to follow the road network reflected in the 1988 Plan.

Note: The application before the committee does not follow the same Phasing, as shown above.

For the purposes of this application, the subject lands and proposed phasing will be as per below:



DISCUSSION

Provincial Policy Statement

The Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development.

The Provincial Policy Statement (PPS) "*is to be read in its entirety and the relevant policies are to be applied to each situation*". The relevant policies will be discussed in this section.

Section 1.0 identifies policies surrounding Building Strong Communities which includes "Efficient land use and development patterns support sustainability by promoting strong, liveable, healthy and resilient communities, protecting the environment and public health and safety, and facilitating economic growth."

"It is in the interest of all communities to use land and resources wisely, to promote efficient development patterns, protect resources, promote green spaces, ensure effective use of infrastructure and public service facilities and minimize unnecessary public expenditures."

Section 1.4 – Housing policies identify that municipalities are "to provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents".

Section 1.4.3 (d) – promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed.

Comment: The proposed plan of subdivision consists of various housing density types (single family, semi-detached, and townhouse dwellings). In determining the appropriateness various density types, consideration may be given to lot coverage provisions within the Development Permit Bylaw as these provisions are considered to be appropriate in the local environment given surrounding uses and the absence of a local transit system.

Section 1.4.3 (e) – establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

Comment: Residential intensification and new residential development are guided by different policies within the Official Plan and Development Permit Bylaw. Intensification generally refers to improving the capacity of an existing or underused, built lot – for example an empty lot within the downtown core (Progressive Commercial Designation). The proposed Plan of Subdivision is not considered an infill project.

Intensification: means the development of a property, site or area at a higher density than currently exists through: a) redevelopment, including the reuse of brownfield sites; b) the development of vacant and/or underutilized lots within previously developed areas; c) infill development; and d) the expansion or conversion of existing buildings.

Section 1.5 Public Spaces, Recreation, Parks, Trails and Open Space promotes Healthy, active communities should be promoted by:

- a) planning public streets, spaces and facilities to be safe, meet the needs of pedestrians, foster social interaction and facilitate active transportation and community connectivity;
- b) planning and providing for a full range and equitable distribution of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources;

Comment: A park is proposed, represented as Block H on the attached survey, and is proposed to be accessed via entrances off "Street B" and MacDonald Drive. Alternatively, Council may approve cash-in-lieu of parkland or partial parkland conveyance and partial cash-in-lieu.

Additionally, in subsequent phases a cycling route has been proposed from Pine Street to Carmichael Street.

Section 1.6 addresses Infrastructure and Public Service Facilities. Infrastructure such as municipal sewage services and municipal water services are the preferred form of servicing for settlement areas. Stormwater management shall:

- a. minimize, or, where possible, prevent increases in contaminant loads;
- b. minimize changes in water balance and erosion;
- c. not increase risks to human health and safety and property damage;
- d. maximize the extent and function of vegetative and pervious surfaces; and
- e. promote stormwater management best practices, including stormwater attenuation and re-use, and low impact development.

Comment: The above is also reflected in the Town's Official Plan. Final approvals are a subject to final approval by the Public Works Department and the Cataraqui Region Conservation Authority (CRCA).

PPS as minimum standard. In addition to PPS consistency, takes into account good land use planning, policies and public comment.

The proposed Plan of Subdivision meets the general policies of the Provincial Policy Statement, 2014.

Planning Act

The Subdivision of land is regulated by Part VI "Subdivision of Land" of the Planning Act, R.S.O. 1990, c.P.13.

The Planning Act establishes the criteria for the review of Plan of Subdivision Applications. This criteria, in addition to regard for *health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants*, is as follows:

- (a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2; (See Appendix II)
- (b) whether the proposed subdivision is premature or in the public interest;
- (c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;
- (d) the suitability of the land for the purposes for which it is to be subdivided;

- (d.1) if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;
- (e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;
- (f) the dimensions and shapes of the proposed lots;
- (g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;
- (h) conservation of natural resources and flood control;
- (i) the adequacy of utilities and municipal services;
- (j) the adequacy of school sites;
- (k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;
- (l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and
- (m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the *City of Toronto Act, 2006*.

Official Plan

As per the PPS, *the official plan is the most important vehicle for implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans.*

The Official Plan (OP) *Vision* states that the Town's "*Vision is to preserve and enhance the Town's unique 'small town' heritage...*" The provisions outlined in the Development Permit By-law are reflective of this vision and meant to guide development in an appropriate, responsible manner.

The subject lands are within the Residential designation under Section 3.2 Where We Live – Planning Sustainable Residential Neighbourhoods of the Official Plan Policy Area.

Section 3.2.1 identifies the Goals & Objectives of our residential neighbourhoods which is to "*Promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community while providing opportunities to develop new residential uses in mixed use buildings as well as non-residential neighbourhood components such as schools, community facilities, places of worship, parks and local commercial uses.*"

The proposed Plan of Subdivision meets a number of the objectives for the Residential Policy Area including:

Promote and support development, which provides for affordable, freehold and/or rental housing with a full range of density types;

Designate a sufficient supply of land to meet the Town's residential requirements.

Encourage housing opportunities that are in proximity to work, shopping, and recreation to reduce the need to drive and encourage walking and cycling;

Comment: The proposed plans identifies semi-detached and townhouse dwellings in Phase I and single family dwellings in the following Phases.

The Town has limited vacant lands that are permit-ready for housing development.

The subject lands are located near commercial lands and in close proximity to the 401 Highway.

Residential Density and Affordable Housing

Section 3.2.2.8 of the Official Plan speaks to permitting a full range of housing densities with the intention of facilitating an appropriate mix of housing and affordable housing. The overall housing density target of 12 units per gross hectare is intended to be a Town average, not specific to a single development, and it intended to be met through an appropriate mix of low, medium and high density developments.

Higher density residential development will generally be encouraged in locations having greater amenities or services such as areas in proximity to Commercial designations, Open Space, Arterial or collector roads.

Such development will only be permitted where it is compatible with the neighborhood, where sewer and water lines have adequate capacity to service higher density development and where the street system is such that traffic, parking and access will not result in negative impacts.

Comment: The overall parcel holding is 7.085 hectares (19.4 acres). Based on the above this equates to 85 dwelling units in the proposed plan of subdivision. The proposed will contribute the housing target of 12 units per hectare.

Water, Waste Water and Stormwater Services

Section 4.1.4 of the OP identifies that water and wastewater infrastructures are maintained and that development should occur where services can reasonably be extended. Development should not occur where it would result in unplanned expansions to the existing infrastructures.

Section 4.1.6 addresses Stormwater Management and that the plan of subdivision shall be undertaken with the Ministry of Environment guidelines.

Comment: A Stormwater Management Brief was submitted for Phase I. This is subject to final approval by the Public Works Department and the CRCA.

Public Works Department is seeking additional information in regards to the Stormwater Brief provided. It has been determined that capacity is available for Phase I based on the submission is available pending finalization of details.

The CRCA is additionally seeking information for Stormwater Management as per the CRCA letter dated March 21, 2019.

This is a condition of approval.

Development Criteria

Section 5.4.1 of the OP identifies how a plan of subdivision is to be reviewed. It is reviewed on the basis of technical, environmental and planning and design considerations. Technical considerations include items such as servicing, stormwater plans, grading and other studies.

Planning and Design Considerations include:

1. Consistency with the Lowertown Master Plan where applicable
2. Lot and block configuration
3. Compatibility with adjacent uses
4. Road access, street layout and pedestrian amenities
5. Parks and open space amenities
6. Easement and right-of-way requirements
7. Justification of the need for the Subdivision
8. In considering a draft plan of subdivision, regard shall be had to, among other matters, the criteria of Section 51 (24) of the *Planning Act, R.S.O. 1990*
9. Emergency and secondary accesses

The Planning Act requires circulation to abutting landowners within 120m of the property, Notices were posted on the site (placed at Carmichael, Pine, MacDonald Drive), to the Town website, and circulated the prescribed list of agencies.

A Technical Review meeting was held on May 7, 2018 and December 5, 2018 with the Applicant, Public Works and Planning Staff along with Cogeco, Eastern Ontario Power, Union Gas, Bell Canada, CRCA and comments provided by the Ministry of Transportation.

Circulation to agencies (comments received to date):

Bell Canada		
Canada Post		Letter dated March 14, 2019
CAO		
CRCA		Letter dated March 21, 2019
CBO		
Eastern Ontario Power		
Economic Development		
Leeds Grenville EMS		
Fire Department		
LG Health Unit		
Police Department		
Water/Sewer		
Public Works		Comments included within report
Other:	Public Comments	Letter from M. Sprenger dated March 20, 2019

Lot and block configuration

The Phase I layout is proposing eleven (11) lots. The lots vary in size and each lot conforms with one or more of the minimum lot area requirements for single family dwellings, semi-detached and townhouses. Provided the applicant meets the site provisions in the Development Permit Bylaw any one or combination thereof would meet the lot configuration as proposed.

The remaining Phases are identified as blocks. Given that these areas will require future Plan of Subdivision applications which will further identify what type of residential development is being proposed they are appropriate at this stage.

Easements will be provided on between Lots 1 - 2 and 4 – 5 for the purposes of catch basins in the rear yards. Additionally, easements will be provided in favour of property owners for internal dwellings to obtain access to the rear yards.

Note: The concurrent application, which is identified as DP2019-01, will address the specific site provisions such as lot area, setbacks and yard requirements. The above noted does not approve DP2019-01 for the reliefs being sought as it is a separate application. Approval of the lot block configuration is for eleven (11) lots on Phase I of the plan of subdivision.

A Development Permit Approval is a condition of draft approval for Phase I.

Cash-in-Lieu of Parkland/Parkland

As a condition of approval, Section 51 of the Planning Act and Bylaw 83-44, permits the municipality to seek 5% of land or a cash-in-lieu payment for park or recreational purposes. Consideration should be given to the need, size of the parcel being conveyed, the appropriateness, location and usability of the land.

The applicant is proposing to convey Block H as shown on the Draft Plan of Subdivision, to satisfy the requirement for Parkland. According to the Planning Rationale, Block H equates to 12.88% of the total site (of all phases) exceeding the required 5%.

Should the Town wish to obtain Block H, the proposed parkland would be conveyed to the Town upon completion of all grading and site works, fencing, playground equipment prior to the Town assuming the responsibility of the parkland.

This is a condition of draft approval.

At this time, there are no playgrounds in this east quadrant and the closest lands would be in the vicinity of the recreational complex at 600 King Street East. Cash-in-lieu is generally preferred in areas where there may be parks nearby and the payment is used elsewhere in the municipality. It is recommended that until such time as the applicant has provided a detailed analysis of the stormwater infrastructure for all phases in the development and the Manager of Public Works and Manager of the Parks and Recreation Department has reviewed this requirement, that this be deferred and remain a condition of approval.

This is a condition of draft approval.

Roadways and Pathways (Comments from Public Works Department)

- Section 4.1.3.2. of the Official Plan addresses roads within the Town. “Generally new development and lot creation on local streets may be permitted in accordance with the relevant policies of this Plan and the requirements of the zoning by-law. The minimum width of any local street right of way shall be 20 metres. A reduced right of way standard may be accepted in new developments where it can be demonstrated that required infrastructures including snow storage space can be accommodated.”

Public Works Department has identified a road width of 18m to be appropriate for the proposed Phase II. The Manager of Public Works deems this to be sufficient for snow storage.

- Subsequent phases will have road network connections to Pine Street, Carmichael Street and MacDonald Drive.
- 0.5m reserves in favour of the Town will be located on the north end of Phase I at the turning circle, Pine Street, MacDonald Drive (3 locations) and Carmichael Drive. A reserve is intended to prevent further works from occurring, until such time as approvals are in place for the next Phase.
- A turning circle will be provided in Phase I for the purposes of snow removal and/or garbage collection constructed to the satisfaction of the Manager of Public Works.
- Public Works Department will require easements for all drainage appurtenances, where required. Easements will be registered on title and no structures including accessory structures or fences shall be placed on an easement.
- A sidewalk is being proposed on the east side of the street with a width of 1.5m in Phase I. All other phases will require sidewalk continuity with the plan and to existing public road.
- Streetlights will also be located on the east side. Public Works has requested a Streetlighting Plan including style and design and illumination coverage.
- The Stormwater Brief must show that must demonstrate adequate capacity within the sewer system and downstream infrastructure.
- All site servicing plans along with submitted studies in support of the proposed Plan of Subdivision (Phase I) will require final approval to the satisfaction of the Manager of Public Works.

These are conditions of approval.

Section 5.4.4 of the Development Permit Bylaw requires one (1) tree to be provided per lot for new developments. Due to the proposed lot design and the location of utility trenches, the final number and location of trees will be determined upon submission of the final Composite Utility Plan. The Composite Utility Plan will outline the location of underground utility trenches (including communication and gas lines). The location of these trenches will determine the location and variety of tree appropriate for the development to the satisfaction of the Manager of Public Works. Plan C1 includes a cross-section indicating the possibility of trees located on public property. The location of trees on public property is considered to be favorable by Public Works for the future maintenance of the trees.

This is a condition of approval.

Prior to consideration of Phase II

- A full Traffic Study will be required by the Town and the Ministry of Transportation, prior to consideration of Phase II.
- A full Stormwater Management Report and associated Plans will be required by the Town and CRCA, prior to consideration of Phase II.
- A Cycling/Pedestrian Pathways will be proposed with consideration of Phase II with the intent of connecting Pine Street to Carmichael Drive.

Adjacent Lands

The applicant intends to develop the remaining lands as identified in the phased plan, however, it is noted that this does not imply that approval is given at this time for the subsequent phases. The purpose of the phased plan is to illustrate the future phases and identify that a Plan of Subdivision is permitted and in keeping with the Planning Act, Provincial Policy Statement, and Official Plan.

If approved, and upon all conditions of Draft Plan Approval being met, a Subdivision Agreement would be required. This would be outlined in a report to Council and address final approvals such as parkland, water and sewer allocation, street naming and other matters.

The Owner has indicated that they would like to move forward with a pre-servicing agreement upon obtaining draft plan approval. This would require approval by Council and would be subject to the owner obtaining approval for all applicable servicing plans. A pre-servicing agreement would enable the Owner to begin with servicing the site prior to the registration of the subdivision agreement.

RECOMMENDATION:

Staff have no objection to the layout for a plan of subdivision, which consists of four phases described as Part of Lot 16 Concession 1.

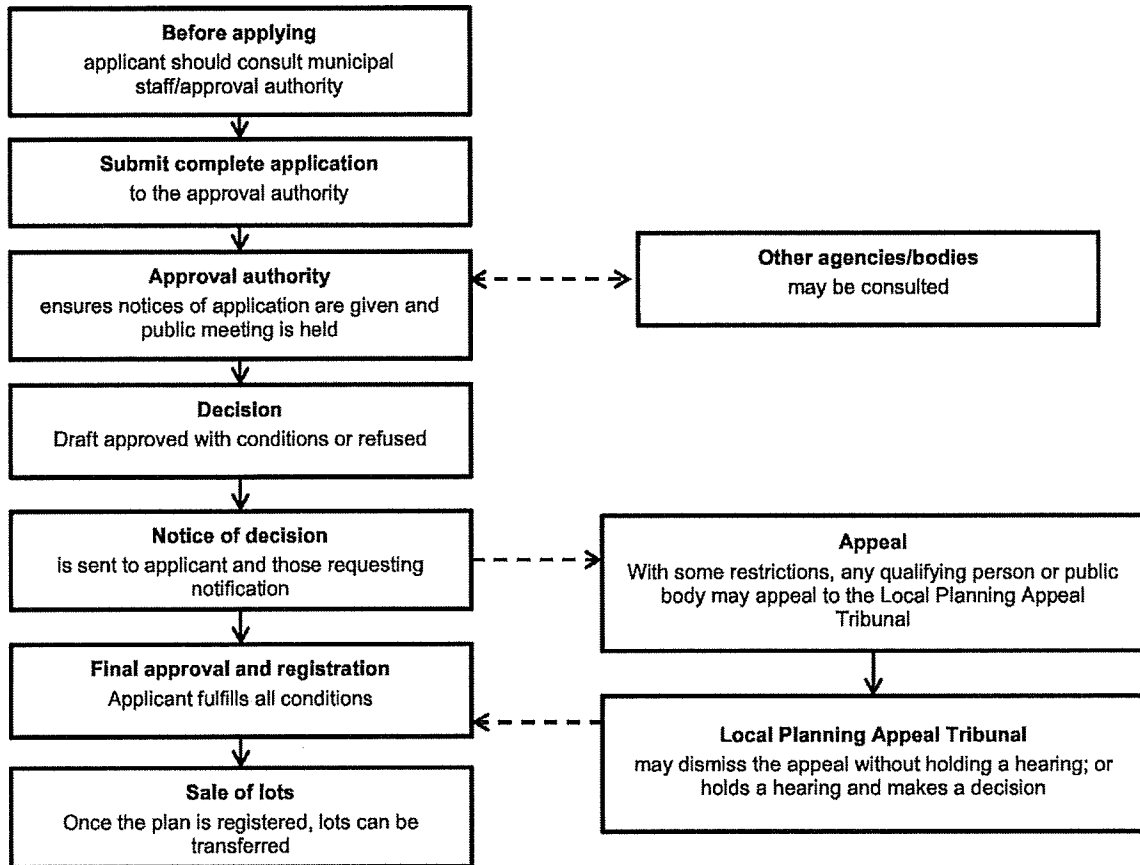
Staff further have no objection to issuance of Draft Approval for a Plan of Subdivision on Phase I, upon the applicant providing additional information as requested by the Public Works Department and Cataraqui Region Conservation Authority, as outlined in the correspondence and report;

And further that the applicant be issued Draft Approval for a Plan of Subdivision on Phase I provided:

- the conditions as outlined in Appendix III must be fulfilled prior to final approval and entering into a subdivision agreement for registration purposes for Phase I.
- any modifications to the proposed plan that may be appropriate be incorporated in the subdivision agreement arising from the technical review.

APPENDIX I

Flowchart: Subdivision Process



APPENDIX II – Planning Act, Section 2: Provincial Interest

The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;
- (b) the protection of the agricultural resources of the Province;
- (c) the conservation and management of natural resources and the mineral resource base;
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- (e) the supply, efficient use and conservation of energy and water;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (g) the minimization of waste;
- (h) the orderly development of safe and healthy communities;
 - (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
- (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (k) the adequate provision of employment opportunities;
- (l) the protection of the financial and economic well-being of the Province and its municipalities;
- (m) the co-ordination of planning activities of public bodies;
- (n) the resolution of planning conflicts involving public and private interests;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate. 1994, c. 23, s. 5; 1996, c. 4, s. 2; 2001, c. 32, s. 31 (1); 2006, c. 23, s. 3; 2011, c. 6, Sched. 2, s. 1; 2015, c. 26, s. 12; 2017, c. 10, Sched. 4, s. 11 (1); 2017, c. 23, Sched. 5, s. 80.

**APPENDIX II – CONDITIONS OF DRAFT SUBDIVISION APPROVAL – PHASE I AND
BLOCKS (see next page)**

SD2019-01 CASTLEGROVE
 1622378 ONTARIO INC. (VEENSTRA)
DATE: MARCH 26, 2019

CONDITIONS OF DRAFT SUBDIVISION APPROVAL – PHASE I

<p>That this approval applies to the draft plan (Reference #SD2019-01), prepared by Collett Surveying dated October 24, 2018, which shows a total number of Eleven (11) lots and Blocks A-L. Phase I is identified as the Lots 1 to 11 and the road network identified as Wilmer Avenue.</p>	
<p>The Owner agrees that the Subdivision Agreement between the Owner and the Town of Gananoque be registered against the lands to which it applies once the plan of subdivision has been registered.</p>	
<p>The Owner agrees that final approval will be given for each and all phases.</p>	
<p>The owner agrees that any revisions or any modifications to the proposed draft plan that may be appropriate be incorporated in the subdivision agreement arising from technical reviews and/or subsequent phases.</p>	
<p>GENERAL</p>	
<p>1. The Owner agrees, prior to final approval, to enter into a Subdivision Agreement, to be registered on title, to satisfy all requirements, financial, servicing and otherwise, of the Town, at the Owner's sole expense, including but not limited to, the phasing of the subdivision registration, the design and construction of roads, all water, wastewater and storm water systems, and utilities in accordance with the Town's specification and standards, all to the satisfaction of the Town.</p>	
<p>2. The Owner agrees that no further works shall occur on the site until the Owner has entered into a Subdivision Agreement, or as approved by the Town's Manager of Public Works.</p>	
<p>3. The Owner agrees to grant all easements or blocks as required, free and clear of any encumbrances, to the Town or other public authority including utilities.</p>	
<p>4. It is the Owner's responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the Town Planning Department, quoting the application file number.</p>	
<p>5. The Owner agrees that prior to final approval, the Owner shall fulfil the requirements and/or conditions of</p> <ul style="list-style-type: none"> (a) Bell Canada (b) Canada Post - .Should Community Mailboxes be required, that the Subdivision Agreement contain further clauses requiring that the Owner install an appropriately sized sidewalk section (concrete pad) per Canada Post specifications, to place the mailbox on, plus any required walkway access and/or curb depressions for wheelchair access and the provision of a temporary Community Mailbox location until curbs, sidewalks and final grading have been completed. (c) Cataraqui Region Conservation Authority (d) Cogeco (e) Eastern Ontario Power (f) Union Gas (g) Other Utilities as required <p>and forward clearance letters to the Town.</p>	
<p>6. The Owner is responsible and agrees to obtain such permits as may be required from the Town and all other approval authorities and will file copies thereof to the Town. This is to the satisfaction of the Town.</p>	
<p>7. The Owner shall be responsible for the cost and installation of fencing abutting</p>	

all municipal property (except road allowances), to the satisfaction of the Town.	
8. The Owner agrees to include a Notice to all Offers of Purchase and Sale in the Subdivision Agreement as outlined by the Town.	
FEES AND SECURITIES	
9. At the discretion of the Town, the Owner shall reimburse the Town for any costs of any or all documents, studies and/or reports, legal fees, any or all modifications to plans, peer reviews above and beyond the fees collected with the Plan of Subdivision application.	
10. Prior to final plan approval, the Owner shall submit to the Town a breakdown of the construction costs for the works associated with the development of this plan. The construction costs shall be prepared and stamped by a professional engineer and included in the Subdivision Agreement.	
11. Prior to commencing construction, the Owner shall enter into a Subdivision Agreement with the Town. The Subdivision Agreement shall, among other matters, require the Owner to submit securities in the form of a Letter of Credit or Certified Cheque in an amount of 100% of the estimated cost of all site works. The aforementioned security for site works shall be for works on both private and public property and shall include, but not be limited to, lot grading and drainage, landscaping, roads and road works, sidewalks and curbs, road drainage, underground infrastructure and services (storm, sanitary, watermains), streetlights, parkland, storm water management works. The amount secured by the Town shall be approved by the Manager of Public Works.	
12. The Owner shall be responsible for any engineering, inspection and review fees according to the Town's Fees and Rates By-law, as amended.	
13. The Owner shall bear the expense of all site works resulting from approved public works design where such works are not subsidized under the Policies and By-laws of the Town.	
PARKS	
14. In accordance with the <i>Planning Act</i> and the Town of Gananoque Dedication of Park Land By-law No. 1983-044, as amended, the Owner covenants and agrees that up to 5% of the land or cash-in-lieu of parkland is to be conveyed, at the discretion of the Town by means of the following: i) Convey Block "X" to the Town of parkland purposes. Such lands shall be above the high water mark; or ii) Provide cash-in-lieu of parkland as per the General Rates and Fees By-law; or iii) Provide a combination of conveyed Blocks "X" together with cash-in-lieu of parkland. The Owner shall be responsible for any costs associated with land appraisals.	
15. The Owner shall supply and spread the grass seed to Park Blocks and apply general maintenance to the growth of the first two (2) cuts, to the satisfaction of the Manager of Parks and Recreation, subject to decision of conveyance of parkland or cash-in-lieu of parkland.	
16. Final Approval: Design and construction of park blocks including entrances or pathway access, subject to conveyance of parkland or cash-in-lieu of parkland.	
17. No storage of building materials, including granular or topsoil, will be permitted on any proposed Blocks/Parkland unless approved by the Manager of Public Works.	
DEVELOPMENT PERMIT BYLAW (Zoning)	
18. The Owner agrees that prior to registration of the Plan of Subdivision, the Owner	

<p>shall ensure that the proposed Plan of Subdivision shall be in accordance with the Development Permit Bylaw approved under the requirements of the <i>Planning Act</i>, with all possibility of appeal to the Local Planning Appeal Tribunal exhausted.</p>	
<p>STUDIES AND REPORTS</p>	
<p>19. Prior to final approval of the Plan, the following reports shall be submitted to the Town, shall be reviewed to the satisfaction of the Manager of Public Works and/or Cataraqui Region Conservation Authority.</p>	
<p>(a) Final Approval: Site Servicing Report, stamped, signed and dated by a professional engineer to determine that the site is serviceable. The report shall further determine if there is a requirement for a lift station in regards to the sewage system. Looping of the water system will be required.</p>	
<p>(b) Final Approval: A Stormwater Management Report (and implementing plans) stamped, signed and dated by a professional engineer. The Report shall indicate the impacts to the downstream drainage system and the planned mitigation measures. All storm drainage from the site shall be controlled to pre-development levels for all storm events up to and including the 1:100 year frequency design storm.</p> <p>The appropriate text to implement its findings shall be included in the Subdivision Agreement.</p>	
<p>20. Final Approval: A geotechnical report stamped, signed and dated by a professional engineer, to the satisfaction of the Town.</p>	
<p>21. Final Approval: A Traffic Brief, stamped, signed and dated by a professional engineer for Phase I.</p> <p>A Traffic Study, stamped, signed and dated by a professional engineer shall be prepared prior to proceeding to Phase II.</p> <p>The Owner agrees to revise the Draft Plan and Subdivision Agreement in accordance with the recommendations of the Traffic Study to the satisfaction of the Manager of Public Works. The Town reserves the right to require the traffic study to assume development of all blocks as townhouses in the event that a developer has not put forward its subsequent lot pattern for the</p>	
<p>22. Final Approval: Phase I Environmental Site Assessment will be required on the lands. If warranted by the Phase I ESA, a Phase II ESA will be required.</p>	
<p>PLANS</p>	
<p>23. Final Approval: Grading Plan, design, stamped and signed by a Professional Engineer.</p>	
<p>24. Final Approval: Plan and Profile Drawings, design, stamped and signed by a Professional Engineer.</p>	
<p>25. Final Approval: The Owner agrees to have prepared and implemented an Erosion and Sediment Control Plan stamped, signed and dated by a professional engineer. This plan will address items such as but not limited to, mud tracking prevention, temporary storm water management (quantity and quality), sediment control, and erosion prevention and shall address all phases and stages of construction.</p> <p>It is the Town's expectation that the Engineer shall regularly inspect and document repairs to deficiencies. The Engineer shall also provide weekly inspection of the implemented design and, as required, recommend modification to the plan to suit the site condition and time of year. Monitoring by the Engineer shall continue through the home building stage of construction and shall only terminate once the site has been stabilized to the Town's satisfaction. The Owner further agrees to stabilize all disturbed soil within 30 days of being</p>	

disturbed, control all noxious weeds and maintain ground cover to the satisfaction of the Town.	
26. Final Approval: Street Lighting Plan, including photometric design, stamped and signed by a Professional Engineer to ANSI RP-8-14 Standards.	
27. Final Approval: Composite Utility Plan, stamped and signed by a Professional Engineer	
INFRASTRUCTURE – ROADS	
28. The design and construction of all on-site roads and intersections shall be to the satisfaction of the Manager of Public Works	
29. The design and construction of all off-site roads and connections to Town owned roads – MacDonald, Pine and Carmichael	
30. The Owner agrees that all road allowances included in the plan shall be named to the satisfaction of the Town and emergency services and the 911 system.	
31. Any dead ends and/or open sides of road allowances of Phase I and all subsequent Phases, shall be terminated in 0.3 metre reserves to be conveyed to, and held in trust, by the Town.	
32. The Owner agrees to provide a construction traffic routes for the subdivision prior to the agreement or early servicing. Such plan shall be to the satisfaction of the Manager of Public Works.	
33. The Owner shall be responsible for the installation of the streetlights. The Town will facilitate the commission of the streetlighting infrastructure at the cost of Owner. Any maintenance or repairs related to the streetlights, prior to the assumption of the subdivision, will be facilitated by the Town at the cost of the Owner.	
34. The Owner acknowledges that the Town will provide snowplowing upon the first base course being laid and prior to the assumption of the subdivision. Any maintenance or repairs, prior to the Town assuming the road, is the responsibility of the Owner.	
35. The Owner agrees that the sidewalks, street lighting system on all roadways be designed and constructed to the satisfaction of the Manager of Public Works. The Owner further agrees that prior to provide the Town with a written 10-year warranty from the manufacturer for the luminaire and photocell.	
DRAINAGE AND GRADING	
36. The Owner shall not alter, remove or disturb any of the existing vegetation, or otherwise, unless the Manager of Public Works has issued approval under By-law No. 2016-050 being a by-law to prohibit or regulate the placing or dumping of fill or the alteration of the grade of land, and any subsequent amendments and by-laws.	
37. The Owner shall, at his own expense, independent of the provisions of the Statue Labour Act, construct, grade and surface the road and provide drainage on this subdivision to a standard not less than the requirements, as approved by the Manager of Public Works. Grading shall provide a uniform surface, free of debris to ensure a safe and maintainable surface.	
38. That the Developer prepare an overall site drainage and grading plan, satisfactory to the Manager of Public Works, for the entire subdivision, prior to any grading or construction on the site. Such a plan will be used as the basis for a detailed lot grading plan to be submitted prior to the issuance of any building permit within the subdivision.	
39. Before commencing any grading or construction on any lot and prior to the issuance of a building permit, a Phase I individual grading plan shall be submitted and approved by the Manager of Public Works.	
40. The Owner shall be responsible for providing the Town with an as-built grading and drainage master plan to the satisfaction of the Manager of Public Works.	

41. Grading of Blocks dedicated as parkland shall be graded in accordance with the approved grading plan for the Plan of Subdivision, if required.	
ENVIRONMENTAL PROTECTION	
42. The Owner agrees to install one tree per lot within the Typical Road Section by providing a Typical Drawing, which considers the approved Composite Utility Plan. The drawing shall identify any restrictions and the type and size of trees in proximity of these to structures/buildings to the satisfaction of the Manager of Public Works of a Typical Drawing.	
43. The Owner agrees to install temporary construction fence along the perimeter of the development and any required tree protection prior to commencing any on-site works. The details and location of the temporary construction fencing and tree protection shall be clearly shown on the approved Erosion and Sediment Protection drawing submitted to the Town as part of the engineering submission and/or site alteration application.	
44. The Owner acknowledges that the St. Lawrence River is subject to regulations under the Cataraqui Region Conservation Authority (CRCA). The Owner agrees to obtain all relevant permits related to CRCA requirements and forward a copy such permit to the Town.	
NOTES TO DRAFT APPROVAL:	
The conditions of an approval of Draft Plan of Subdivision may be changed at any time before Final Approval is given.	
45. If final approval is not given to this plan within three (3) years from the date of draft approval, being __, and no extensions have been granted, draft approval shall lapse.	
46. If the Owner wishes to request an extension to draft approval, a written explanation must be received by the Town a minimum of two (2) months prior to the lapsing date. The request should include the reasons why an extension is needed in support of the extension of the Town.	
The Owner agrees that the Subdivision Agreement between the Owner and the Town of Gananoque be registered against the lands to which it applies once the plan of subdivision has been registered.	
47. Prior to final approval, the Owner shall submit to the Town of Gananoque for review four (4) draft copies of all reference plans and surveys and three (3) draft copies of the final M-Plan.	
48. When requesting final approval, such request must be directed to the Town of Gananoque and be accompanied with scaled plans as follows:	
(a) Four (4) mylars and four (4) paper prints of all final Plans including M-Plan	
(c) Four (4) copies of the reference plan and four (4) copies of all conveyance documents for all easements and lands being conveyed to the Town,	
(e) Four (4) reduced 11" x 17" paper prints of all final Plans including M-Plan	
(g) Four (4) USB with all applicable drawings (Civil, Survey, every drawing) in both PDF and CAD (.dwg) format. A digital copy of the M-Plan and construction plans in a format approved by the Town.	
49. The Owner agrees to meet all standard conditions and any other conditions that may apply, subject to approval of a Development Permit Bylaw and any conditions.	
50. It is suggested that the Owner be aware of Subsection 144 of the Land Titles Act that requires that a plan of subdivision that is located in a land titles division be registered under the Land Titles Act. Exceptions to this provision are set out in Subsection 144(2).	
51. It is suggested that the Owner be aware of Subsection 78 of the Registry Act that	

requires that a Plan of Subdivision of land that is located in a registry division cannot be registered under the Registry Act unless that title of the owner of the land has been certified under the Certification of Titles Act.	
52. Should the developer request a Pre-Servicing Agreement, all conditions within the agreement shall be met prior to work commencing, including all security requirements.	



APPLICATION FOR PLAN OF SUBDIVISION

SD 2019 / 01

A Complete Application consists of:

- One original and two copies of a complete application form signed including declaration of applicant.
- One copy of the deed of property
- Application fee in the amount of \$1,000 plus \$20 per lot payable to the Town of Gananoque
- Deposit fee in the amount of \$2,000 payable to the Town for peer reviews of various studies (By-law 2007-29)
- Three copies of the most recent survey of the subject property
- Three copies of the draft plan including:
 - o Boundaries of the land proposed to be subdivided, certified by an Ontario Land Surveyor;
 - o Locations, widths and names of proposed roads within the proposed subdivision and of existing highways on which the proposed subdivision abuts;
 - o Approximate dimensions and layout of the proposed lots;
 - o Natural and artificial features such as buildings or other structures or installations, railways, highways, watercourses, drainage ditches, wetlands and wooded areas within or adjacent to the land proposed to be subdivided;
- Environmental Documentation to accompany the application include:
 - o Evidence respecting the availability and suitability of water and waste water services including where appropriate the preparation of a hydrogeological study, terrain analysis and an impact assessment report in accordance with the Ministry of Environment guidelines and regulations;
 - o Preparation of a servicing options statement;
 - o Preparation of a stormwater drainage plan;
 - o Preparation of a grading plan
 - o Preparation of a sediment and erosion control plan
 - o Completion of studies required under the environmental and development constraints policies in Sections 3.5 and 3.6 of the Official Plan.
- Planning and Design Considerations include the following:
 - o Consistency with the Lowertown Master Plan where applicable
 - o Lot and block configuration
 - o Compatibility with adjacent uses
 - o Road access, street layout and pedestrian amenities
 - o Parks and open space amenities
 - o Easement and right-of-way requirements
 - o Justification of the need for the Subdivision
 - o Emergency and secondary accesses
- In considering a draft plan of subdivision, regard shall be had to, among other matters, the criteria of Section 51 (24) of the *Planning Act, R.S.O. 1990*
- Three copies of the above noted site plan reduced to 11" x 17"

Any signage requires a permit as per By-law 2005-41.

Applications may be subject to any Town incurred costs over and above the fees set out in the General Fees and Rates By-law for various services provided by the municipality

Subdivision Application may be subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority in the amount of \$1,150 – Conditions of Draft Approval, \$500 - Clearance of Conditions. The Town of Gananoque recommends that you consult with a Conservation Authority Officer prior to making application.

Name of Applicant: Paul Veenstra c/o 1622378 Ontario Inc.	Name of Propert Owner (if different than applicant): 1622378 Ontario Inc.
Address: 42 Black Snake Lane, Lansdown, ON K0E 1L0	Address: 42 Black Snake Lane, Lansdown, ON K0E 1L0
Telephone: 613-556-0194	Telephone: 613-556-0194
E-mail: coombecustomhomes@live.com	E-mail: coombecustomhomes@live.com

Name of Agent, Solicitor or Planning Consultant: Mark Touw of IBI Group	Name of Ontario Land Surveyor:
Address: IBI Group, 650 Dalton Avenue, Kingston, ON K7M8N7	Address:
Telephone: 613-531-4440 X 223	Telephone:

Street or Property Address (if applicable): Vacant land north of MacDonald Drive and east of Elmwood Drive			
Legal Description: CON 1 PT LOT 16 RP 28R5721 PT PART 2			
Frontage: Various	Depth: Various	Area (sq.m): 11,865.5	Area (acres): 2.93

Current Use(s): Vacant land
Length of time the existing use of the subject lands have continued: The subject lands are vacant.
Is the property designated as a Heritage Site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Previous Use of subject lands (list all that you are aware of): Vacant land
Contamination by former uses on the site or adjacent (that you are aware of): N/A
Abutting Land Use(s): Residential and institutional

Are there any easements or restrictive covenants affecting the subject lands? Yes No
If yes, describe:

Proposed Plan Details:	No. of units or dwellings	No. of Lots/Blocks	Area (ha)	Density (units/dwellings per ha)	No. of Parking Spaces
Residential – single detached	0				
Residential – semi-detached/duplex	6	3	0.19	31.58	2 per unit (garage + driveway)
Residential – triplex/row	24	8	0.70	34.43	2 per unit (garage + driveway)
Residential – apartment	0				
Commercial	0				
Industrial	0				
Park, Open Space	n/a				
Roads	0	1	0.29		
Other (specify):	n/a				

Access: Municipal Street Unopen Road Allowance Existing Right-of-way Other

Name of Street/Road: Wilmer Avenue

Entrance Approvals and Permit Number(s): To be determined through Plan of Subdivision process

Water Access (where access to the subject land is by water only)	
Docking Facilities (specify)	Parking Facilities (specify)
distance from subject land _____	distance from subject land _____
distance from nearest public road _____	distance from nearest public road _____

SD 2012 / 01

Services:	<input checked="" type="checkbox"/> Municipal Water and Sewer	<input type="checkbox"/> Municipal Water & Private Sewage	<input type="checkbox"/> Private Well and Municipal Sewage	<input type="checkbox"/> Private Well and Private Sewage
Water and Sewer Hook-up Approvals and Permit Number(s): To be determined through Plan of Subdivision process				

Other Concurrent Applications:					
<input type="checkbox"/> Consent	<input type="checkbox"/> Minor Variance	<input type="checkbox"/> Official Plan Amendment	<input checked="" type="checkbox"/> Zoning By-law Amendment	<input type="checkbox"/> Subdivision Approval	<input type="checkbox"/> Condominium Approval

<p>Other Information: Any other information that may be useful in reviewing this application? If so, explain below</p> <p>An application for a Class III Development Permit is being submitted concurrently (indicated above as a Zoning By-law Amendment).</p>
--

AUTHORIZATION BY OWNER

I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize Paul Venstrey (print) to be the applicant in the submission of this application.

Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

Signature of Owner

Signature of Owner

Signature of Witness (not applicant)

Date

Mar. 27, 2018

DECLARATION OF APPLICANT

I, Paul Venstrey of the Township of Leeds and TI in the Prov of ON solemnly declare that:

All the statements contained in this application and provided by me are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Furthermore, I, being the applicant of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

Declared before me at the Town of Gananoque in the Province of Ontario this 28th day of March, 2018.

Signature of a Commissioner, etc

Signature of Applicant

Office Use Only		Roll No: <u>020 30502</u>
Official Plan Designation: <u>Residential</u>	Development Permit Designation: <u>Residential / Spec Erupt</u>	Other: _____
Access (Entrance Permits etc): _____	Water and Sewer Hookup (Permits etc): _____	Other: _____
Date of Submission: _____	Application Complete: <u>Feb 13/2019</u>	Date: _____
	Manager of Community Development	

Questions??

Brenda Guy, Manager of Community Development
Town of Gananoque
30 King Street East, Box 100
Gananoque, ON K7G 2T6



March 14, 2019

Chanti Birdi
Junior Planner
30 King St E
P.O.Box 100
Gananoque, On
K7G 2T6

Reference: **Proposed Development Castlegrove Sub-division Gananoque**

Dear Ms Birdi,

Thank you for contacting Canada Post regarding plans for a new subdivision in **Town of Gananoque**. Please see Canada Post's feedback regarding the proposal, below.

Service type and location

1. Canada Post will provide mail delivery service to the subdivision through centralized Community Mail Boxes (CMBs).
 - a. The location will be determined once the plan is approved and CUP is provided.
2. If the development includes plans for (a) **multi-unit building(s)** with a common indoor entrance, the developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's specifications.

Municipal requirements

1. **Please update our office if the project description changes so that we may determine the impact (if any).**
2. **Should this subdivision application be approved, please provide notification of the new civic addresses as soon as possible.**

Developer timeline and installation

1. Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin. Finally, please provide the expected installation date(s) for the CMB(s).
2. Canada Post will install the concrete pads at each of the identified locations outlined in the attached drawings. The developer will provide access to these sites at the time of installation.

Appendix A

Text to include in Municipality and Developer Agreement:

The [Developer] covenants and agrees to provide [the Municipality] with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community Mail Boxes (CMB) as required by Canada Post Corporation and as shown on the approved [engineering design drawings/Draft Plan], at the time of sidewalk and/or curb installation. The [Developer] further covenants and agrees to provide notice to prospective purchasers of the locations of CMBs and that home/business mail delivery will be provided via CMB..

Appendix B

Additional Developer Requirements:

- The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes. The developer will then indicate these locations on the appropriate servicing plans.
- The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.
- The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.
- The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.
- The developer agrees to provide the following for each Community Mail Box site and to include these requirements on the appropriate servicing plans:
 - Any required walkway across the boulevard, per municipal standards
 - Any required curb depressions for wheelchair access, with an opening of at least two metres (consult Canada Post for detailed specifications)

[Add subdivision plan showing proposed CMB sites as part of Appendix B as applicable]

Chanti Birdi

From: Davis, Johnathon <johnathon.davis@bell.ca>
Sent: Thursday, March 21, 2019 2:03 PM
To: Chanti Birdi; Chanti Birdi
Cc: Lamson, Cheryl
Subject: RE: Agency Circulation - CPPS2019-01 & SD2019-01 (Castlegrove Subdivision)

Good afternoon Chanti,

Bells comments are as follows.

Bell has not had the ability to mark up and confirm ped locations in the new development. We need to see the proposed utility plans for this.

Bell has not signed off on serving this subdivision without approved ped and trench locations.

Should we come to agreement to serve this development, it will be on fiber optic only.

It was mentioned in the first meeting last May regarding pedestals on one side of the street only. Bell will require furniture on both sides in order to service the homes. This is one of the requirements prior to sign off.

Thank you

The logo for Bell Canada, featuring the word "Bell" in a bold, sans-serif font.

John Davis

Access Network Coordinator

Bell Canada

C:613-217-8310

450 Princess St, Floor 2

PO Box 460

Kingston ON

K7L 1C2

From: Chanti Birdi <jrplanner@gananoque.ca>
Sent: March-07-19 10:52 AM
To: Davis, Johnathon <johnathon.davis@bell.ca>
Subject: RE: Agency Circulation - CPPS2019-01 & SD2019-01 (Castlegrove Subdivision)

Hi John,

General comments or conditions can be forwarded to myself to be included in the report to Council.

For other inquires, Paul Veensta's contact information is:

coombecustomhomes@live.com

613-556-0194.



CATARAQUI REGION CONSERVATION AUTHORITY
1641 Perth Road, P.O. Box 160 Glenburnie, Ontario K0H 1S0
Phone: (613) 546-4228 Toll Free (613 area code): 1-877-956-CRCA
Fax: (613) 547-6474 E-mail: info@crca.ca
Websites: www.crca.ca & www.cleanwatercataraqui.ca



March 21, 2019

File: SUBD/GAN/54/2019

Sent by Email

Chanti Birdi
Junior Planner/Department Assistant
Town of Gananoque

Dear Ms. Birdi:

**Re: Draft Plan of Subdivision Application SD2019-01 & Community Planning Permit Application CPPS2019-01 ("Castlegrove Subdivision")
Pt Lot 16, Con 1; Town of Gananoque
Vacant land north of MacDonald Drive and east of Elmwood Drive
St. Lawrence River Watershed**

Staff of Cataraqui Region Conservation Authority (CRCA) have reviewed the above-noted application and supporting materials and provide the following comments for consideration by the Town of Gananoque and action/response from the applicant/consultant.

Summary of Proposal

The Draft Plan of Subdivision includes the development of the subject lands with a multi-phase residential subdivision. Phase 1 includes eight (8) townhouse lots and three (3) semi-detached dwelling lots with a total of thirty (30) dwelling units. The draft plan also includes creation of blocks for the remaining future phases including a mix of semi-detached and single-detached dwellings. Phase 1 includes construction of Wilmer Drive extending north from MacDonald Drive. Future phases will include additional public roads and a new public park (Block 'H' from the Draft Plan).

The Development Permit application involves relief for lot coverage, lot area, lot frontage, setback and parking provisions for Phase 1.

Site Description

The subject lands are located on the eastern edge of the Town of Gananoque between an existing residential subdivision south of MacDonald Drive and commercial development to the north (south of King Street East). The lands are mainly cleared grass fields / meadowland with pockets of shrubs growth and deciduous trees. The western half of the lands are mainly level, with a gradual slope to the east. Lands to the southeast slope down towards a low-lying area with small wet areas and ponds further to the east. A watercourse east of the property provides drainage to the south, eventually outletting into the St. Lawrence River. The northeast portion of the property contains a small wooded ridge. A pedestrian path traverses the property from north to south.

Discussion

The main interests of the CRCA in this proposal are the provision of adequate and appropriate stormwater management. Staff provide the following comments based CRCA's roles as a technical advisor. The subject lands are not subject to CRCA's Ontario Regulation 148/06: Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses.

Stormwater Management

The following comments were provided by Bryon Keene, P. Eng., with Jewell Engineering on behalf of CRCA.

The preliminary SWM Report indicates that the development must achieve Normal quality control and provide peak flow control from 2-yr to 100-yr events. The report states water quality control will be provided using swales, reduced lot grading, vegetated filter strips, infiltration trenches and infiltration basins. Quantity control will be provided by a retention basin.

The Preliminary SWM Report did not provide the following information:

- Catchment area drawing
- Direction of major drainage
- Location or sizing of detention facility
- Calculations to show how 70% TSS reduction will be achieved
- Size of the SWMF and how it was sized.

Storm Sewers

- 1) Storm sewer design sheet indicates a sizing was based on the 5-yr flow. It should also indicate the precipitation station that was used.
- 2) The design sheet states a 15 minute time of concentration is assumed, but assigns 20 minutes to each inlet. It is my recommendation that no longer than 15 minutes be used. This underestimates peak flows.
- 3) Two proposed storm sewers are shown within the design sheet. These are from ST24 to ST22 and ST22 to ST20. In each case the pipes shown on the drawings do not match the slopes and lengths shown on the design sheet. These should be adjusted. The higher slope overestimates the pipe capacity.
- 4) The designer elected to assign a runoff coefficient of 0.30 to 0.429ha of contributing area and 0.6 to 0.831ha. This equates to a 0.498 weighted runoff coefficient. At the same time, the planning document indicates a design for increased lot coverage for semi-detached units of 47% and townhouses of 53%. Lot coverage does not include the driveways and other hardened areas. It is expected the weighted runoff coefficient for the development would exceed 0.60. The low assignment of runoff coefficient will underestimate peak flows.

SWM Facility

No facility sizing was provided. The Preliminary SWM Report does not indicate if water quantity control can be achieved for each of the indicated runoff events.

- 5) The preliminary SWM report must answer the following at a minimum to ensure the area set aside for the facility is sufficient:
 - Is the SWMF adequately sized?
 - Will stormwater be able to be safely conveyed to the facility?
 - Can stormwater be safely conveyed out of the facility?
 - How are major flows handled?

Drawings

It is acknowledged that the application is only at draft plan stage and that drawings are not intended to be fully detailed. The drawing comments are offered at this stage as helpful observations.

- 6) The storm sewer manholes are listed at 701.010. These are 1200mm manholes and may not be sufficient to handle the pipe sizes shown. This should be checked.
- 7) Proposed rear yard catchbasins are shown extending into lands that may not be part of the subdivision. The municipality should ensure adequate rights exist to construct and maintain these.
- 8) CB 22D is understood to be constructed in the future. Where will the water drain to in the interim?
- 9) The 600mm storm sewer stub should indicate the slope of the pipe and invert of the deadend. Is a cap proposed?
- 10) Existing elevations are shown only for the south perimeter of the development. Existing elevations should be provided around the remaining perimeter to ensure the adjacent lands will not be negatively affected.

There is insufficient information provided as part of the draft plan application materials for us to make a recommendation with respect to stormwater management. As such, we recommend the preliminary SWM report be revised to address the outstanding information

Recommendation

Staff recommend that the Town defer making a decision on application SD2019-01 until such time that the above stormwater management comments are addressed to the satisfaction of CRCA and the Town. Once addressed, CRCA will recommend applicable conditions for draft plan approval.

Plan Review Fee

The CRCA charges fees for the review of *Planning Act* applications and supporting reports. The current fee for an Application for Draft Plan of Subdivision is \$3,040 as per CRCA's 2019 Fee Schedule. **We request that payment of these fees be submitted to this office at the applicant's earliest convenience.**

If you have any questions please contact the undersigned at (613) 546-4228 ext. 228, or by e-mail at mdakin@crca.ca. Please inform this office of any decision made by the City regarding this application.

Yours truly,



Michael Dakin
Resource Planner

cc: Paul Veenstra, Applicant, via email
Colin Jardine, P. Eng., Eastern Engineering, via email
Bryon Keene, P. Eng., Jewell Engineering, via email

March 20, 2019

Att: Planning Advisory Committee / Council

Ref: Proposed Plan of Subdivision and Class III Community Planning Permit
Vacant lands north of MacDonald Drive and east of Elmwood Drive

For the past two years I have watched this developer complete the Maplecroft subdivision. They build a high quality product and are respectful to neighbours during construction.

I highly recommend that this project be approved for development with the following to be taken into consideration.

- A construction roadway be built off Carmichael Drive for transporting heavy equipment
- Playground be developed to service the entire community area
- To provide the highest degree of Accessibility, that Boulevard Sidewalks are installed
- During all phases, the developer demonstrates that all Public Spaces will be, at minimum, in compliance with the Accessibility for Ontarians with Disabilities Act.
- To avoid excessive street parking, that the Town work with the Developer to provide alternative parking. One such solution could be the installation of a parking lot. This has been done in other Municipalities. See attached link. <http://www.aspenridgehomes.com/new-homes/stayner/stayner-west/site-plan>
- If the Traffic Study demonstrates the extension of Elmwood Drive is not feasible, that the developer consider installing a pedestrian/cycling pathway extension from Elmwood Drive to King Street therefore encouraging a healthy, active lifestyle while being environmentally conscious.

Recent direction from the Provincial government has been to encourage intensification. Our current Development Permit System allows for a minimal reduction in requirements for semi and town homes as compared to single swelling homes. In this particular case I believe the relief the developer is seeking will not affect the surrounding streets in a negative way and their proposal is suited for the demographics that this application is being designed and marketed towards.

Thank you for your time,
Marion Sprenger
140 Elmwood, Gananoque



IBI GROUP
 650 Dalton Avenue
 Kingston ON K7M 8N7 Canada
 tel 613 531 4440
 ibigroup.com

March 20, 2019

Via: Email

Brenda Guy
 Manager of Community Development
 Town of Gananoque
 30 King Street East, Box 100
 Gananoque, ON
 K7G 2T6

Dear Ms. Guy:

**CASTLEGROVE (VEENSTRA) SUBDIVISION - TOWNHOUSE LOT COVERAGE
 TOWN OF GANANOQUE FILE NO. SD2019-01
 IBI FILE NO. 115369**

This letter is in response to concerns we understand that Staff may still have regarding the maximum lot coverage proposed for the above-noted subdivision application, particularly the townhouse blocks. We had previously referenced modern standards for townhouse developments in other municipalities, and wanted to now provide those examples more formally, as per the tables below. We have endeavored to provide examples of “as-of-right” parent zoning for townhouses from municipal zoning by-laws that have recently been updated to reflect current best practice. These can be found in Table 1.

We have also provided examples from recent subdivision developments in municipalities where the zoning by-laws are older (typically 30+ years old), to demonstrate the consistent approach towards contemporary townhouse developments in multiple communities. These examples are found in Table 2. In the comments provided by Staff in May 2018 regarding lot coverage and the relief requested, Staff made reference to some lot coverage standards from certain communities, but in our review of those examples, we noted that the zoning by-laws cited were all old documents and, for the most part, not updated since the adoption of more recent official plans of those communities. We would suggest that the examples provided below are indicative of a consistent approach across multiple communities, including communities comparable to Gananoque (e.g. Perth, Smith Falls, Wellington in PEC).

We encourage Staff to review these comparable standards, and the related definitions following the tables as they review the subject application and the relief requested.

Table 1: As-of-Right Townhouse Zoning Examples		
Municipality	Min Lot Area	Max Lot Coverage
Perth (R4 Freehold Towns)	185.8 sq.m.	55% Enclosed Structures 5% Unenclosed Structures
Brockville (R4, R4A, R5 Freehold)	180 sq.m.	No Lot Coverage Requirement 30% Landscaped Open Space (Decks Subject to Projection Provisions)
Smith Falls (R4, R5)	200 sq.m.	No Lot Coverage Requirement 30% Landscaped Open Space

Brenda Guy – March 20, 2019

Municipality	Min Lot Area	Max Lot Coverage
Kingston Township - R4-37 (3480 Princess St)	190 sq.m.	50% (Building Only)
Kingston Township - R3-29 (2939 Creeford Rd)	170 sq.m.	50% (Building Only)
Belleville - R5-40	165 sq.m.	40% (Building Only)
Pittsburgh Township - R3-8 (Windsor Court E)	200 sq.m.	45% (Building Only)
Wellington PEC - R3-36	170 sq.m.	55% (Buildings and Decks)

Definitions of Lot Coverage from Example Municipalities

Perth - Lot Coverage Shall mean that percentage of land or lot area covered by buildings and structures above ground level excluding a fence, patio, landings, steps, ramps, or retaining walls and excludes that portion of a lot which is occupied by a building or structure or portion thereof which is completely below ground level, such as an in-ground pool

Brockville - Lot Coverage, means that percentage of the lot area covered by buildings or structures, including accessory buildings above finished grade, calculated as the ratio of the covered areas on the lot excluding canopies, balconies, overhanging eaves and private open air swimming pools to the total lot area.

Brockville - Building, means any edifice used or intended to be used for shelter, accommodation or enclosure of persons, animals, or chattels but shall not include a lawful boundary wall or fence.

Smith Falls – Lot Coverage: Means the percentage of the lot area covered by buildings or structures exclusive of canopies, balconies and overhanging eaves and private swimming pools protruding not more than 1.5 m above finished grade

Smith Falls - Building: Means any structure used or intended to be used for shelter, accommodation or enclosure of persons, animals, chattels other than a lawful boundary wall or fence.

Kingston Township - "Lot Coverage" means that percentage of the lot area covered by the perpendicular projections onto a horizontal plane of the area of all buildings, exclusive of the following:

- (a) enclosed malls when used as a common area between stores;
- (b) canopies, balconies, and overhanging eaves at least 8 feet above finished grade. (94-83)

Kingston Township "Building" means any structure, other than a wall or fence, used for shelter, accommodation or enclosure of persons, animals or chattels.

Belleville - "Lot Coverage" shall mean the portion or percentage of the area of a lot upon which buildings are erected.

Belleville - "Building (when used as a noun)" shall mean anything placed on or under land consisting of four or more walls and a roof notwithstanding the purpose for which it is used or occupied or intended to be used or occupied.

Brenda Guy – March 20, 2019

Pittsburgh Township - "Lot Coverage" means that percentage of the lot area covered by the perpendicular projections onto a horizontal plane of the area of all buildings and structures, exclusive of canopies, balconies and eaves which are more than 2.5 metres above the finished grade of the said canopy, balcony or eaves.

Lot coverage shall not include uncovered porches, uncovered patios, uncovered decks and uncovered pool aprons which have a finished elevation, exclusive of hand rails and other such appurtenances, less than 0.5 metres above the finished grade of the said porch, patio, deck or pool apron.

Lot coverage shall not include: fences; walls (other than the wall of a building); gates; gate posts; gateways; lamp posts; lawn ornaments; legal signs; uncovered steps; uncovered walkways; uncovered driveways; uncovered parking areas; sub-surface heating, cooling and sewage disposal systems; or a pool or a heating, cooling, or sewage disposal facility that has a finished elevation, exclusive of handrails and other such appurtenances, which is less than 0.5 metres above the finished grade of the said pool or heating, cooling, or sewage disposal facility.

Prince Edward County - "Lot Coverage" Shall mean the percentage of the lot area covered by buildings or structures but excluding uncovered parking areas, driveways and walkways.

Proposed Motion

Existing

The Corporation of the Town of



**PLANNING ADVISORY/COMMITTEE OF ADJUSTMENT/
PROPERTY STANDARDS COMMITTEE AGENDA**

On September 25th, 2018 @ 6:00 PM
At EMS Board Room - 340 Herbert Street, Gananoque

Item	Title/Description	Recommended Action/ Attachment	Draft Motion
1	CALL TO ORDER		
2	ADOPTION OF THE AGENDA		Motion
3	HEALTH SAFETY & WELLNESS		
4	DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF		
5	PUBLIC QUESTION/ COMMENT		
6	MINUTES OF COMMITTEE (ADOPTION) Minutes of August 28, 2018		Motion
7	DEPUTATIONS None		
8	REPORTS/NEW BUSINESS Community Planning Permit: <ul style="list-style-type: none"> ✦ CPPS2018-11 235 Georgiana Street – Catholic District School Board of Eastern Ontario ✦ DP2013-04 129 South Street Condominiums– Stone and South Developments Inc. ✦ DP2014-07 Docks adjacent 129 South Street – Stone and South Developments Inc. 		Motion Motion Motion
9	CORRESPONDENCE/OTHER Township of Leeds and the Thousand Islands Official Plan – Notice of Adoption Official Plan Review Update (verbal)		
10	MEMBERS OF THE PRESS QUESTIONS OR COMMENTS		
11	ADJOURNMENT		Motion

PAC/COA/ Property Standards Committee

AGENDA

Date/ Time /Place

Item	Title/Description	Action/Attachment	Draft Motion
1	Call to Order		
2	Adoption of the Agenda		Motion
3	Disclosure of Pecuniary Interest & General Nature Thereof		
4	Minutes- Previous Meeting		Motion
	Reports/New Business		
5	Application #1		Motion
6	Public Questions/ Comments		
7	Application #2		Motion
8	Public Questions/ Comments		
9	Application #3		Motion
10	Public Questions/ Comments		
11	Correspondence /Other		
12	Press Questions		
13	Adjournment		Motion

Health Safety & Wellness

Ministry of
Municipal Affairs
and Housing

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000
Fax: 416 585-6470

Ministère des
Affaires municipales
et du Logement

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000
Télééc. : 416 585-6470



19-2037

Dear Head of Council:

As the consultation on our government's Housing Supply Action Plan has come to a close, I wanted to draw your attention to one part of that work that is focused on land use planning – the need to increase supply and streamline the development approval process to speed up the time it takes to get the right kind of housing built in the right places. We have received some great suggestions in that consultation that will inform potential changes.

Our Government for the People is going to take swift action to streamline the development approvals system. Earlier this year we introduced proposed changes to the Growth Plan for the Greater Golden Horseshoe. These proposed changes are in response to the implementation challenges our government heard about when we took office. Consultation on these changes closes on February 28, 2019.

Given that land use planning and development approvals are critical to achieving housing and job-related priorities in communities across Ontario, my Ministry is also reviewing the *Planning Act* and Provincial Policy Statement to ensure they are calibrated to achieve our streamlining and housing supply objectives.

My intention is to bring forward legislation and concrete policy changes that would impact planning province-wide in the coming months. I encourage you to consider the context of this streamlining work and its focus on the *Planning Act* and the Provincial Policy Statement, as it may help to inform your local actions. You may wish to consider an interim pause on some planning decisions or reviews of major planning documents such as official plans or comprehensive zoning bylaw updates until this work is completed.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve Clark'.

Steve Clark
Minister

Motion

Moved: Lynda Garrah

As per section 12.3 "Changes to order of business"

It is moved that the public question period be part of each agenda item rather than only at the beginning of the meeting. It would follow the presentations by staff, members of the committee and any comments from the applicant and precede the vote on the item.

It is further moved that this be applicable to all meetings of PAC/COA during this term of Council.