



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

On Tuesday, September 26, 2023 @ 6:00 PM
Town Hall and via Webex Teleconference Meeting

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
Chair:	Councillor Colin Brown	Brenda Guy Manager of Planning and Development
Members:	Brian Brooks	Trudy Gravel Assistant Planner
	Lynda Garrah	
	Emery Groen	
	Councillor Anne Marie Koiner	
	Neil McCarney	
	Jana Miller	
	Marion Sprenger	
Absent:	Kathy Warren	
1.	Call Meeting to Order – Chair Brown called the meeting to order at 6:00pm.	
2.	Adoption of the Agenda	
	PAC-COA-PSC Motion #2023-29 Moved by: Neil McCarney Seconded by: Anne-Marie Koiner BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the agenda dated September 26, 2023. <p style="text-align: right;">CARRIED</p>	
3.	Disclosure of Pecuniary Interest & General Nature Thereof – None	
4.	Adoption of Minutes	
	PAC-COA-PSC Motion #2023-30 Moved by: Anne-Marie Koiner Seconded by: Neil McCarney THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the minutes dated June 27, 2023, as amended. <p style="text-align: right;">CARRIED</p>	
5.	Public Question/Comments – None	
6.	Unfinished Business – None	

7.

Reports/New Business

Development Permit Application

DP2022-19 – 875 Stone Street N – Home Hardware Stores Limited (Class III)

Applicant Marcel Lavigne & Doug Walker of Home Hardware were in attendance.

The applicant is requesting to amend the existing site plan application for Home Hardware to permit a permanent greenhouse structure in the front yard attached to the existing commercial building. The L-shaped greenhouse is proposed to be 6.38 metres high and in the dimensions of 32m x 12m x 16m and will contain 304.2m² of gross floor area. The structure will be heated and will be constructed of glass and steel materials. The greenhouse will be located within the area that is presently fenced area which accommodates for seasonal items that will be placed in the greenhouse. There are five existing barrier free parking spaces located at the entrance at the south side of the proposed greenhouse.

The property fronts onto the east side of Stone Street North and is adjacent the Highway 401 interchange. The MTO have provided comments indicating that the Building and Land Use application is required for this project. Approval from Enbridge Gas will also be required for this project.

The use is permitted under the Employment Lands designation in the Official Plan and Development Permit By-law, and meets the intent of the Provincial Policy Statement.

Members of the Committee inquired about the barrier free parking spaces. The applicant had noted that the parking spaces are existing and will be repainted to ensure compliance with the requirements of the Development Permit By-law. A member of the public had asked whether the main entrance of the store will be obstructed during construction of the greenhouse. Doug Walker had indicated that the entrance will not be obstructed at that time.

Staff have no objection to the application for the greenhouse addition as it meets the policies of the Provincial Policy Statement, Official Plan and Development Permit By-law.

PAC-COA-PSC Motion #2023-31

Moved by: Lynda Garrah

Seconded by: Brian Brooks

THAT PLANNING ADVISORY COMMITTEE RECOMMEND TO COUNCIL that they have no objection to DP2022-19 - 875 Stone Street North – Home Hardware for the addition of an attached greenhouse structure at the front of the existing building provided:

- The five barrier free parking spaces be repainted at the front of the building in compliance with the required dimensions and buffers in accordance with the Development Permit By-law and show on the final plans.
- The Owner obtain all necessary approvals from the Ministry of Transportation and provide to the Town.
- The Owner obtain all necessary approvals from Enbridge Gas and provide to the Town.

- The Owner enter into an amending Development Permit Agreement within one year of the Notice of Decision, and
- All costs associated with fulfilling the conditions of this decision are borne by the Owner.

CARRIED.

Development Permit Application

DP2023-14 – 267 John Street – Secondary Suite in an Accessory Building (Class II)

Owner Michael Ramsay was in attendance.

The applicant is requesting a secondary suite, consisting of a one bedroom loft apartment and artist studio, in a new accessory garage to be constructed in the rear yard on the subject property. Relief is being sought for the secondary suite within an accessory building, increase in the building height for an accessory building and the request for the secondary suite to be larger than 25% of the gross floor of the primary dwelling.

The property contains an existing single detached dwelling and two sheds. The intent is to construct a double-car garage with loft to the rear of the dwelling in the dimensions of 7.9m x 7.9m consisting of 62.9m². Services will be extended from the existing dwelling to the new structure. Public Works have indicated that acknowledgement from the owner will be required to restrict any future severance of the property. The structure will be accessed from South Alley. Two parking spaces can be accommodated in the garage and two parking spaces at the front of the garage. One parking space can be accommodated in the existing driveway accessed from John Street.

Staff have no objection to the application for the secondary suite as it meets the policies of the Provincial Policy Statement, Official Plan and Development Permit By-law. The Town has considered secondary units in accessory structures for this property and others within the Town limits as this is the direction of the Province as established under Bill 23 and the Planning Act.

Members of the public were in attendance at the meeting including:

Chris McDonald – 240 John Street
 Ed Dahm – 296 South Street
 Andre Massicotte – 236 South Street
 Debbi Morrison – 247 John Street
 Susan Goodall (previously rented 267 John Street)
 Patty Hardman & Jerry Brown – 261 John Street
 Mary McDonald – 298 South Street
 Elaine Delaney – 271 John Street

The comments received indicated that some residents had not received the initial notices, appeal rights under the By-law, no previous consultation between the applicant and the neighbours and existing trees being impacted by construction.

Concern was raised with the structure being two storeys, windows looking into existing dwellings and the size of the structure which will be as large as some of the existing homes in the neighbourhood, property values decreasing with this addition, addition of a rental unit and loss of green space and extra vehicular/ pedestrian traffic and demand for parking in the area due to the Playhouse.

Committee Members had indicated that the scale of the new structure is not in keeping with the existing neighbourhood based on the massing and height. Concern was raised pertaining to safety and service provided from the Fire Department and maintenance of the lane by Public Works. It is understood that there is pressure from the Province for additional housing but it was felt that the policies of the Official Plan and Development Permit do not support this application.

Committee members generally felt that a one storey structure would be more in keeping with the existing neighbourhood. Questions were raised as to whether the art studio would be converted to a bedroom and whether this structure would be considered as affordable housing.

Michael Ramsay indicated that he feels this is an uncomfortable situation as he has never been at odds with the neighbours and feels the new building will be aesthetically pleasing. He noted that it is okay for the public to voice their concerns. This is the first application that he has submitted and has followed the rules by being honest and transparent.

PAC-COA-PSC Motion #2023-32

Moved by: Lynda Garrah

Seconded by: Brian Brooks

THAT PLANNING ADVISORY COMMITTEE have no objection to DP2023-14 (Ramsay) at 267 John Street for the construction of a secondary suite in an accessory structure, height increase of 6.95m, increase to 33% subject to the following conditions:

Owner obtain approvals from Public Works/Utilities Department for water and sewer services in accordance with the Urban Service Requirements and comment provided,

- Owner obtain any approvals from Eastern Ontario Power to ensure proposed development will not interfere with existing overhead power lines,
- All costs associated with fulfilling the conditions of this decision are borne by the Owner, and
- The Owner fulfill all conditions within one year of this approval or the application will lapse.

DEFEATED.

Planning Advisory Committee does not approve the application for the following reasons:

- The application at 267 John Street (Ramsay) for a garage, studio and secondary suite does not meet the intent or policies of the Official Plan in terms of compatibility and in-fill development.

The application does not meet the provisions for height, size and an accessory structure in the Traditional Residential designation as it relates to the neighbourhood.

Development Permit Application

DP2023-16 – 16 James Brennan Road – Gananoque Fire Training Facility (Class I)

The applicant is requesting to construct a fire training facility, consisting of 104m² for use by the Fire Department to be located at the south side of James A. Brennan Road at the existing Town brush/yard waste depot. The proposed

structure will be 7.6m high in the dimensions of 9.7m x 17m and will be setback from James A. Brennan Road. The structure will consist of a number of stacked storage/shipping containers and a number of ladders providing access to platforms around the structure. The new structure will provide a training area for the Gananoque Fire Department. Rogers Trail is located to the southwest of this location.

The Cataraqui Region Conservation Authority (CRCA) initially noted concerns in regards to runoff due to fire training activities and the potential concerns of contaminants entering Stockinghall Creek and the ground water. Fire Department confirmed that no materials, foam or water is being used on site. Training will be undertaken via fake smoke. Any further or substantial training involving burns or water occurs in Kingston or other municipalities.

A question was raised as to what is a fake burn. Councillor Leakey spoke to the purpose of a fake burn is to create a smokey environment for fire fighters to operate within using their fire fighter gear and equipment.

PAC-COA-PSC Motion #2023-35

Moved by: Neil McCarney

Seconded by: Anne Marie Koiner

THAT PLANNING ADVISORY COMMITTEE have no objection to DP2023-16 Gananoque Fire Training Facility – 16 James A. Brennan Road, for the addition of a training facility structure to be located on the south side of James A. Brennan Road.

CARRIED.

Plan of Subdivision Application

SD2022-02 – Riverton Homes (Castlegrove) – Plan of Subdivision Phases 2, 3, 4, 5

Applicant Evan Veenstra, one of the Directors of Riverton Homes, and Kyle Nielissen of Forefront Engineering were in attendance. Brock Webb, Roads Superintendent for Public Works was in attendance.

The owners of a proposed Plan of Subdivision and Development Permit By-law are seeking to develop the lands south of the commercial area of King Street East near the east boundary of the Town and includes an easterly extension of Pine Street, northerly extension of Conner Drive and new cul-de-sac. Draft approval is sought for a development consisting of 105 dwelling units, being a mix of 24 single detached dwellings, 12 semi-detached dwellings and 69 townhouse dwellings for a total of 105 units, a road network and parkland. The proposed plan of a subdivision is to be developed in four phases

Additionally, a Class III Development Permit has been applied for specific lots seeking relief for lot area, lot coverage, rear yard setback, front yard setbacks and parking in the front yard (townhouses).

PAC members were provided an overview of the Staff report, application and applicable policies and regulations pertaining to the subject lands in regards to the Planning Act, Provincial Policy Statement, Official Plan and Development Permit By-law.

PAC discussed the Plan of Subdivision application with the focus on road network connections, sidewalks and connectivity through the development to Pine Street, Carmichael as well as the proposed parkland.

The recommended road connectivity to King Street East discussed the angles of the road and whether the connection was a need. Traffic Studies and peer review have indicated that it is not required. Staff recommend connectivity due to municipal internal discussions of a future realignment in the area of Wilson Drive and King Street and to serve as a further entrance and/or exit to the road network. PAC amended staff recommendation that this be further explored but not a requirement of approval.

PAC favoured the recommendation for parkland in this area of the Town. Naturalized playgrounds were noted as an opportunity to create areas that may appeal to adults or children with adventuring minds.

Sidewalks were recommended on the proposed cul-de-sac of Veenstra Grove by Staff, however, PAC members felt that there was no requirement for few dwellings on Veenstra Grove. Council will consider PAC recommendation as this is requested throughout the Town in all subdivisions. Connectivity via the block from Pine Street to Veenstra Grove to the parkland area is a connection from all areas of the subdivision. It is appreciated and noted that a crossover is required from Veenstra Grove to Conner Drive sidewalks, however, the implementation of sidewalks is long term planning.

PAC members noted to the developer that they would be favourable to higher density in this area for consideration of the proposed phases.

PAC-COA-PSC Motion #2023-34

Moved by: Anne-Marie Koiner

Seconded by: Neil McCarney

THAT PLANNING ADVISORY COMMITTEE RECOMMENDS TO COUNCIL THAT they have no objection to SD2022-01 Riverton Homes being issued Draft Plan approval provided the following recommendations are incorporated:

- The developer explore with Public Works the road connectivity to King Street East via the Pine Street and Elmwood Drive area to accommodate additional traffic generated from the 105 new units.
- Lot 31 be realigned, consistent with Lots 32 and 33 along Conner Drive.
- Sidewalks be 1.5m (5') in width throughout the development, which is the standard in road reconstruction projects throughout the Town.

Development Permit Application

DP2022-15 - 10664006 CANADA INC. (CASTLEGROVE)

A Development Permit is a separate application which was submitted concurrently with the plan of subdivision.

The applicant has applied for a Class III Development Permit seeking relief to increase the maximum permitted lot coverage from 35% to 40% for all single family dwellings, reduce the minimum lot area for the semi-detached units, reduce the front yard and rear yard setbacks for semi-detached units and to

permit parking in the front yards of the townhouse units and reduce the front and rear yards of the townhouse units.

Site specific relief for front and rear yard setbacks are due to irregular shaped lots and proximity of not one but two rear yards.

PAC-COA-PSC Motion #2023-35

Moved by: Kathy Warren

Seconded by: Emery Groen

THAT PLANNING ADVISORY COMMITTEE RECOMMENDS TO COUNCIL THAT they have no objection to DP2022-15 10664006 Canada Inc. for the following:

- Lot Coverage for Single family dwelling to 40%, 46% for semi-detached and 50% for townhouses
- Relief of front yard setback for Lot 33B and Lot 40 and rear yard relief for Lot 7A, 42B, 53B and 43A due to corner lots or irregular-shaped lots.
- Undersized semi-detached lots due to municipal easement, irregular lot size for Lots 31B, 33A, 42A, 47B and 53A
- Parking being permitted in the front yards of all townhouses

CARRIED

8.	Correspondence/Other – None
9.	Next Regular Meeting – October 24, 2023
10.	Questions From the Media – None
11.	Adjournment
	PAC-COA-PSC Motion #2023-36 Moved by: Neil McCarney Seconded by: Jana Miller THAT PAC/COA/PSC BE ADJOURNED AT 9:30 PM.
_____	_____
Colin Brown, Chair/Councillor	Brenda Guy, Committee Secretary