





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

Tuesday May 30<sup>th</sup> 2017 @ 6:00 PM  
At Town Hall, Boardroom – 30 King Street East

| Item | Title/Description   |          |
|------|---|----------|
| 1    | <p><b>CALL TO ORDER</b></p> <p>Chair: Chris McDonald</p> <p>Members: Councillor Brian Brooks<br/>Ken Wilson<br/>Kevin Wood<br/>Sheila Burtch<br/>Councillor Anne Warren<br/>Chuck Marquardt</p> <p>Absent Members: -</p> <p>Staff: Brenda Guy, Manager of Community Development</p> |          |
| 2    | <p><b>ADOPTION OF THE AGENDA</b></p> <p><b>MOTION No. 2017-11</b></p> <p><b>Moved by:</b> Councillor Anne Warren</p> <p><b>Seconded by:</b> Kevin Wood</p> <p>BE IT RESOLVED THAT PAC/COA/PSC adopt the agenda dated May 30<sup>th</sup>, 2017, as posted.</p>                      | Carried. |
| 3    | <p><b>HEALTH SAFETY &amp; WELLNESS</b></p> <p>Committee members remarked about the ongoing high water levels in the region and the effect it has had on the St. Lawrence River. As a result, the Nickel Cup has been postponed until September 2017.</p>                            |          |
| 4    | <b>DISCLOSURE OF PECUNIARY INTEREST &amp; THE GENERAL NATURE THEREOF</b>  | None.    |
| 5    | <b>PUBLIC QUESTION/COMMENT</b>  | None.    |
| 6    | <p><b>MINUTES OF COMMITTEE (ADOPTION)</b></p> <p><b>MOTION No. 2017-12</b></p> <p><b>Moved by:</b> Chuck Marquardt</p> <p><b>Seconded by:</b> Councillor Brian Brooks</p> <p>BE IT RESOLVED THAT PAC/COA/PSC hereby adopt the minutes dated April 25<sup>th</sup>, 2017.</p>        | Carried. |
| 7    | <b>DEPUTATIONS</b>  | None.    |

|          |  |                 |
|----------|--|-----------------|
| <p>8</p> | <p><b>REPORTS/NEW BUSINESS</b></p> <p>↓ CPPS 2017-05 365 William Street – Keiltyco</p> <p>Mr. John Keilty was in attendance on behalf of the application. The applicant is proposing to retrofit a former church (built in 1948) and more recently used as a drama and arts theatre. The new proposal would convert the property to a 7-unit apartment building. The proposal includes new windows, shutters, fabric canopies, and shingles on the west side to match the existing as well as repainting existing and new stucco. The units will have independent entrances.</p> <p>The application meets the intent of the Provincial Policy Statement, Official Plan and Community Planning Permit and the site plan provided is not seeking relief of site provisions.</p> <p><b>Motion No. 2017-13</b><br/> <b>Moved by:</b> Councillor Brian Brooks<br/> <b>Seconded by:</b> Sheila Burtch</p> <p>THAT PLANNING ADVISORY COMMITTEE recommends to Council that DP2017-05 – Keiltyco at 365 William Street be approved provided the following condition is met:</p> <p>That the owner enter into as amended agreement with the Town within 1 year of approval of this application or prior to a building permit being issued.</p> <p>↓ CPPS 2017-03 9 King Street East – Gananoque Brewing Company</p> <p>Bruce Davis was in attendance on behalf of the application. An application for a Class II Community Planning Permit to place a structure adjacent the patio at 9 King Street East is being proposed for the purposes of a food kiosk.</p> <p>The proposal identified that the food kiosk was movable to allow for relocation to events and festivals. As there are no mobile canteen licenses available, Staff proceeded with reviewing the application as a permanent structure.</p> <p>The applicant noted that the building official does not require a permit as it is a self-contained structure. The food kiosk will be retrofitted to meet the requirements of the Health Unit for the purposes of providing food to the brewery. It was also felt that the food kiosk is not subject to Section 41 of the Planning Act.</p> | <p>Carried.</p> |
|----------|--|-----------------|

|           |  |   |
|-----------|--|---|
|           | <p><b>MOTION No. 2017-14</b><br/> <b>Moved by:</b> Kevin Wood<br/> <b>Seconded by:</b> Councillor Brian Brooks</p> <p>THAT PLANNING ADVISORY COMMITTEE recommends approval of DP 2017-03 Gananoque Brewing Company at 9 King Street East, provided the building is a permanent structure and the following conditions are met:</p> <ul style="list-style-type: none"> <li>• The food kiosk be no closer than 1 m to the main structure;</li> <li>• The food kiosk be connected to the Town’s water and sewer infrastructure;</li> <li>• The applicant obtain all necessary approvals from the building department and the Leeds, Grenville and Lanark District Health Unit;</li> <li>• The food kiosk include exterior elements of the primary building to the food kiosk;</li> <li>• The owner enter into an amended agreement with the Town within 1 year of approval of this application or prior to a building permit being issued.</li> </ul> <p>Councillor Warren excused herself from the meeting</p> | <p style="text-align: center;">Defeated.</p>            |
| <p>9</p>  | <p>Correspondence</p> <p>AMO Communications dates May 16<sup>th</sup> 2017</p> <ul style="list-style-type: none"> <li>- Ontario Announces New Proposed Changes to the Land Use Planning and Appeal system</li> </ul> <p>Ministry of Municipal Affairs and Ministry of Housing Re: Planning for secondary suites</p> <ul style="list-style-type: none"> <li>- Staff to prepare a comment to Ministry upon Council approval</li> </ul>   | <p>- Received for Info.</p> <p>- Received for Info.</p> |
| <p>10</p> | <p><b>MEMBERS OF THE PRESS QUESTIONS OR COMMENTS</b></p>   | <p style="text-align: center;">None.</p>                |
| <p>11</p> | <p><b>ADJOURNMENT</b></p>  |   |
|           | <p><b>MOTION No. 2017-15</b><br/> <b>Moved by:</b> Sheila Burtch</p> <p>That PAC/COA/PSC adjourn this regular meeting.</p>   |   |



PROPERTY STANDARDS COMMITTEE FOR THE CORPORATION OF THE TOWN OF GANANOQUE

**NOTICE AND RECORD OF DECISION**

established pursuant to subsection 15.1(3) of the Building Code Act, S.O. 1992, c.23

**Date Issued:** Friday, December-02-16  
**Roll Number:** 0814 000 020 24600 0000  
**Legal Description:** PLAN 86 LOT 623 PT LOT 1035  
**Municipal Address of Property:** 73 KING STREET EAST  
**Registered Owner:** SAYLOR, KEVIN JOHN  
73 KING STREET EAST  
GANANOQUE ON  
K7G 1E8  
**Occupant/Persons in Contravention:** SAYLOR, KEVIN JOHN

**IN THE MATTER OF AN APPEAL TO THE TOWN OF GANANOQUE ORDER TO COMPLY AGAINST 73 KING STREET E, GANANOQUE, ON K7G 1E8.**


**WHEREAS AN** Order to Comply under Bylaw 2015-041 Sign and Merchandise Display was issued and dated July 5, 2016, with a compliance date of August 5, 2016, to KEVIN JOHN SAYLOR being the registered owner of the property municipally known as 73 KING STREET EAST, GANANOQUE, ON.

**AND WHEREAS**, the Property Standards Committee held a hearing on July 26, 2016 permitting an extension of 90 days to the registered owner being October 25, 2016.

**AND WHEREAS**, the Property Standards Committee held a further meeting on November 22, 2016

**THEREFORE, BE IT NOW RESOLVED**, that the Property Standards Committee grant a further extension to the registered owner of the property.

**AND FURTHER THAT**, the Property Standards Committee will review the timeline for the marquee no later than May 25, 2017.

I,  (Brenda Guy) Manager of Community Development do hereby certify that this is a true copy of the decision of the Property Standards Committee rendered on the 22<sup>nd</sup> day of NOVEMBER, 2016.

Brenda Guy  
Manager of Community Development  
Town of Gananoque  
30 King Street East, Box 100, Gananoque, ON K7G 2T6  
Tel: (613) 382-2149 ext.1126 OR Fax: (613) 382-8587  
[bguy@gananoque.ca](mailto:bguy@gananoque.ca)

**THIS DECISION MAY BE APPEALED TO THE SUPERIOR COURT OF JUSTICE**



PROPERTY STANDARDS COMMITTEE FOR THE CORPORATION OF THE TOWN OF GANANOQUE  
**NOTICE AND RECORD OF DECISION**  
established pursuant to subsection 15.1(3) of the Building Code Act, S.O. 1992, c.23

**Date Issued:** Friday, December-02-16  
**Roll Number:** 0814 000 020 24600 0000  
**Legal Description:** PLAN 86 LOT 623 PT LOT 1035  
**Municipal Address of Property:** 73 KING STREET EAST  
**Registered Owner:** SAYLOR, KEVIN JOHN  
73 KING STREET EAST  
GANANOQUE ON  
K7G 1E8  
**Occupant/Persons in Contravention:** SAYLOR, KEVIN JOHN

**IN THE MATTER OF AN APPEAL TO THE TOWN OF GANANOQUE ORDER TO COMPLY AGAINST 73 KING STREET E, GANANOQUE, ON K7G 1E8.**


**THAT**, an Order to Comply under Bylaw 2011-027 Standards for the Maintenance and Occupancy of Property was issued and dated July 5, 2016, with a compliance date of August 5, 2016, to KEVIN JOHN SAYLOR being the registered owner of the property municipally known as 73 KING STREET EAST, GANANOQUE, ON.

**AND WHEREAS**, the Property Standards Committee held a hearing on July 26, 2016 permitting an extension of 90 days to the registered owner being October 25, 2016.

**AND WHEREAS**, the Property Standards Committee held a further meeting on November 22, 2016

**THEREFORE, BE IT NOW RESOLVED**, that the Property Standards Committee grant a further extension to the registered owner of the property.

**AND FURTHER THAT**, all exterior façade including the repair, paint and/or replace al exterior flaking pain on exterior walls, windows and doors must be completed by May 25, 2017.

I,  (Brenda Guy) Manager of Community Development do hereby certify that this is a true copy of the decision of the Property Standards Committee rendered on the 22<sup>nd</sup> day of NOVEMBER, 2016.

Brenda Guy  
Manager of Community Development  
Town of Gananoque  
30 King Street East, Box 100, Gananoque, ON K7G 2T6  
Tel: (613) 382-2149 ext.1126 OR Fax: (613) 382-8587  
bguy@gananoque.ca

**THIS DECISION MAY BE APPEALED TO THE SUPERIOR COURT OF JUSTICE**



Memo to: Brenda Guy, Shelly Hirstwood, Tom Russell (TICDC), Gananoque Property Standards Committee  
From: Kevin John Saylor  
Subject: Update on the Royal Theatre Thousand Islands, Gananoque, ON  
Date: October 25<sup>th</sup>, 2016.

---

Ongoing work on the interior of the Royal Theatre has been happening with community volunteers helping to both clean and paint; volunteers have also been instrumental in acquiring and cleaning theatre seats from the Studio Theatre in Perth, ON; and volunteers have been assisting with our recent mini-concerts as both custodians and ushers.

In regards to the issues addressed by the Property Standards Committee:

- 1) All six doors of the theatre facing the street have been painted and new thermal glass inserts will be installed.
- 2) New windows have been ordered from “City Windows and Doors” to replace the two large windows at street level. They were ordered three weeks ago and should be in in another three weeks.
- 3) New windows have been ordered from “City Windows and Doors” to replace the four upper level windows. Again – in about three weeks.
- 4) The façade cleaning/pressure-washing estimate for the actual façade is being done by ServePro in Kingston. This is the fifth company that has looked at the building – none of the others were feasible. If all goes well, this work will commence immediately.
- 5) The marquee has been painted on the underside; the open/missing glass panels have been replaced with plexiglass to remediate the pigeon dwellings; and the top has been cleaned of debris.

The marquee is a project unto itself and may take up to an year –as discussed with town staff – to come to fruition.

A full restoration is in the works with quotes coming for electrical and structural refinishing.



PROPERTY STANDARDS COMMITTEE FOR THE CORPORATION OF THE TOWN OF GANANOQUE

**NOTICE AND RECORD OF DECISION**

established pursuant to subsection 15.1(3) of the Building Code Act, S.O. 1992, c.23

**Date Issued:** WEDNESDAY, JULY-27-16

**Roll Number:** 0814 000 020 24600 0000

**Legal Description:** PLAN 86 LOT 623 PT LOT 1035

**Municipal Address of Property:** 73 KING STREET EAST

**Registered Owner:** SAYLOR, KEVIN JOHN  
73 KING STREET EAST  
GANANOQUE ON  
K7G 1E8

**Occupant/Persons in Contravention:** SAYLOR, KEVIN JOHN

**IN THE MATTER OF AN APPEAL TO THE TOWN OF GANANOQUE ORDER TO COMPLY AGAINST 73 KING STREET E, GANANOQUE, ON K7G 1E8.**

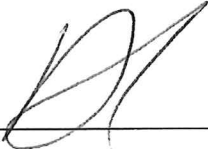
THAT, an Order to Comply under Bylaw 2015-041 was issued and dated July 5, 2016, with a compliance date of August 5, 2016, to KEVIN JOHN SAYLOR being the registered owner of the property municipally known as 73 KING STREET EAST, GANANOQUE, ON.

AND THAT, the registered owner requested a 90 day extension dated July 8, 2016 to the Order to Comply dated July 5, 2016.

AND THAT, that the Property Standards Committee held a Property Standards Hearing on July 26, 2016 to consider the registered owners' request.

AND FURTHER, the Committee determined that the compliance of the Order to Comply dated July 5, 2016 be extended as follows:

- An additional 90 days from the date of this Notice and Record of Decision being **OCTOBER 25, 2016**.

I,  (Brenda Guy) Manager of Community Development do hereby certify that this is a true copy of the decision of the Property Standards Committee rendered on the 26<sup>TH</sup> day of JULY, 2016.

Brenda Guy  
Manager of Community Development  
Town of Gananoque  
30 King Street East, Box 100, Gananoque, ON K7G 2T6  
Tel: (613) 382-2149 ext.1126 OR Fax: (613) 382-8587  
[bguy@gananoque.ca](mailto:bguy@gananoque.ca)

THIS DECISION MAY BE APPEALED TO THE SUPERIOR COURT OF JUSTICE





PROPERTY STANDARDS COMMITTEE FOR THE CORPORATION OF THE TOWN OF GANANOQUE

**NOTICE AND RECORD OF DECISION**

established pursuant to subsection 15.1(3) of the Building Code Act, S.O. 1992, c.23

**Date Issued:** WEDNESDAY, JULY-27-16

**Roll Number:** [REDACTED]

**Legal Description:** PLAN 86 LOT 623 PT LOT 1035

**Municipal Address of Property:** 73 KING STREET EAST

**Registered Owner:** [REDACTED]

**Occupant/Persons in Contravention:** [REDACTED]

**IN THE MATTER OF AN APPEAL TO THE TOWN OF GANANOQUE ORDER TO COMPLY AGAINST 73 KING STREET E, GANANOQUE, ON K7G 1E8.**

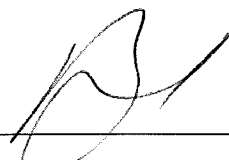
THAT, an Order to Comply under Bylaw 2011-027 was issued and dated July 5, 2016, with a compliance date of August 5, 2016, to KEVIN JOHN SAYLOR being the registered owner of the property municipally known as 73 KING STREET EAST, GANANOQUE, ON.

AND THAT, the registered owner requested a 90 day extension dated July 8, 2016 to the Order to Comply dated July 5, 2016.

AND THAT, that the Property Standards Committee held a Property Standards Hearing on July 26, 2016 to consider the registered owners' request.

AND FURTHER, the Committee determined that the compliance of the Order to Comply dated July 5, 2016 be extended as follows:

- An additional 90 days from the date of this Notice and Record of Decision being **OCTOBER 25, 2016**.

I,  (Brenda Guy) Manager of Community Development do hereby certify that this is a true copy of the decision of the Property Standards Committee rendered on the 26<sup>TH</sup> day of JULY, 2016.

Brenda Guy  
Manager of Community Development  
Town of Gananoque  
30 King Street East, Box 100, Gananoque, ON K7G 2T6  
Tel: (613) 382-2149 ext.1126 OR Fax: (613) 382-8587  
bguy@gananoque.ca

THIS DECISION MAY BE APPEALED TO THE SUPERIOR COURT OF JUSTICE

PLANNING REPORT

TO: / **PLANNING ADVISORY COMMITTEE/COMMITTEE OF  
ADJUSTMENT/PROPERTY STANDARDS COMMITTEE**

FROM: BRENDA GUY  
MANAGER OF COMMUNITY DEVELOPMENT

DATE: Friday, July-22-16

SUBJECT: PROPERTY STANDARDS ORDER TO COMPLY

---

**Background:**

Property: 73 KING STREET E

Legal Desc: PLAN 86 LOT 623 PT LOT 1035  
TOWN OF GANANOQUE

Acreage: 8,400 SQ FT

Lot Coverage: 100% MAXIMUM COVERAGE

Official Plan: GENERAL COMMERCIAL

Development Permit: COMMERCIAL TRADITIONAL CORE

The property of 73 King Street East was received as a complaint to Bylaw Enforcement under the Property Standards Bylaw.

Staff undertook an inspection on June 16, 2016 (photographs attached).

Based on the inspection an Order to Comply was issued for the property. The Order provided 30 days for the owner to comply. Additionally, the Order also provides an opportunity for the owner to appeal to the Property Standards Committee. (Orders attached).

The owner has requested that they be permitted to extend the timeframe to 90 days (see attached request and fundraising poster).

The options of the committee as per Bylaw 2011-027

22.7 Decision of the Committee:

- 22.7.1 The Committee may confirm, modify or rescind the order to demolish or repair; or
- 22.7.2 Extend the time for complying with the Order
- 22.7.3 The Committee shall give its decision in writing to the appellant, the Officer and any other person who appeared at the hearing of the appeal.

If the Committee is acceptable to that the 90 days would begin from the decision of the Committee.

If the Committee makes a decision that the owner is not agreeable with they may appear to court.

22.6 Appeal:

- 22.6.1 When an owner or occupant upon whom an order has been *served* is not satisfied with the terms or conditions of that order, he or she may appeal to the Property Standards Committee within fourteen (14) days after *service* of the order, and in the event that no appeal is taken, the order shall be deemed to have been confirmed.
- 22.6.2 Where an appeal has been made to the Committee, it shall hear the appeal and shall have all the powers and functions of the Officer who made the Order and may confirm, modify or rescind the Order to demolish or repair or extend the time for complying with the Order if, in the Committee's opinion, the general intent and purpose of the by-law and the Official Plan or Policy Statement are maintained.
- 22.6.3 The Corporation or any owner or any occupant or any person affected by the decision of the Property Standards Committee under Section 22.6.2 above may appeal to a judge of the Ontario Court by so notifying the Clerk of the Town in writing and by applying for an appointment within fourteen (14) days after the sending of a copy of the decision and;
  - 22.6.3.1 The judge shall in writing appoint a day, time and place for the hearing of the appeal and in the appointment may direct that it shall be *served* upon such person and in such manner as he or she prescribes;
  - 22.6.3.2 The appointment shall be *served* in the manner prescribed; and
  - 22.6.3.3 The judge on such appeal has the same power and functions as the Committee.

The Bylaw Enforcement Staff have no objection to the 90 days extension as requested by the owner of the property.

THE CORPORATION OF THE TOWN OF GANANOQUE  
BY-LAW No. 2005-41  
A BY-LAW TO PROVIDE FOR THE REGULATION OF SIGNS  
ORDER TO COMPLY

**Date Issued:** MONDAY, July 5 2016  
**Roll Number:** [REDACTED]  
**Legal Description:** PLAN 86 LOT 623 PT LOT 1035  
**Municipal Address of Property:** 73 KING STREET EAST  
**Registered Owner:** [REDACTED]  
73 KING STREET EAST  
GANANOQUE ON  
K7G 1E8  
**Occupant/Persons in Contravention:** [REDACTED]

**TAKE NOTICE:** As the result of an inspection of your property that took place on June 16, 2016, and it has been determined that the said property is in contravention of the Town of Gananoque By-law No.2005-41.

This by-law reads that the municipality may prohibit or regulate signs and other advertising devices and the posting of notices on buildings or vacant lots within the municipality.

NATURE OF VIOLATION:

15.0 **MAINTENANCE**

The owner, lessee or agent of the lands or *premises* upon which any *sign* or advertising device is located, shall maintain, or cause such *sign* or advertising device to be maintained, in a proper state of repair, so that such *sign* or advertising device does not become unsafe, unsightly or dangerous. All *signs* shall be completely operative at all times.

REQUIRED ACTION:

REMOVE AND REPLACE AND/OR REPAIR THE GLASS INSERT USING MATERIALS APPROPRIATE TO THE AGE AND STYLE OF THE BUILDING WITHIN 30 DAYS OF THE DATE OF THIS ORDER  
REMOVE AND REPAIR ANY FLAKING PAINT ON THE SIGN.WITHIN 30 DAYS OF THE DATE OF THIS ORDER

Every *person* who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a fine of not more than \$5,000.00, pursuant to the Provincial Offences Act, R.S.O. 1990, C.P. 33.

If you have any questions, please contact the undersigned.

Sincerely,

Ken Gilpin  
By-Law Enforcement Officer  
Town of Gananoque (613) 541-3213

THE CORPORATION OF THE TOWN OF GANANOQUE  
BY-LAW No. 2011-27  
A BY-LAW TO PROVIDE FOR PROPERTY STANDARDS  
ORDER TO COMPLY

**Date Issued:** MONDAY, July 5 2016

**Roll Number:** [REDACTED]

**Legal Description:** PLAN 86 LOT 623 PT LOT 1035

**Municipal Address of Property:** 73 KING STREET EAST

**Registered Owner:** [REDACTED]  
73 KING STREET EAST  
GANANOQUE ON  
K7G 1E8

**Occupant/Persons in Contravention:** [REDACTED]

**TAKE NOTICE:** As the result of an inspection of your property that took place on June 16, 2016, and it has been determined that the said property is in contravention of the Town of Gananoque By-law No.2011-27.

This by-law reads that every property in the municipality to provide for the standards for the maintenance and occupancy of property.

**NATURE OF VIOLATION:**

- 3.4 Where exterior walls have been painted, they shall be maintained in good workmanlike manner in a clean and sightly condition and free of peeling or flaking paint.
- 3.5 All repairs to any property shall be made in good workmanlike manner with materials that are suitable, sufficient for the purpose, and free from defects.
- 3.6 Without restricting the generality of Section 3.5:
  - 3.6.1 The requirement that repairs be made in a "good workmanship manner" using materials that are "suitable and sufficient for the purpose" includes ensuring that the component repaired can perform its intended function and finishing the repair in a manner reasonably compatible in design and colour with adjoining decorative finishing materials; and
  - 3.6.2 the requirement that repairs be made with materials that are "suitable and sufficient for the purpose" includes a requirement for materials reasonably compatible in design and colour with adjoining decorative finishing materials.

**REQUIRED ACTION:**

REPAIR, PAINT AND/OR REPLACE ALL EXTERIOR FLAKING PAINT ON EXTERIOR WALLS WITHIN 30 DAYS OF THE DATE OF THIS ORDER.

**NATURE OF VIOLATION:**

- 15.0 Doors and Windows
  - 15.1 All exterior openings for doors and windows shall be fitting with doors or windows.
  - 15.2 Windows, exterior doors and basement or cellar hatchways shall be maintained in a weather-tight condition to prevent drafts or leakage and protected by suitable materials to prevent the entry of rodents into the building.
  - 15.3 Rotted or damaged doors, doorframes, window frames, sashes and casings, weather-stripping, broken glass, defective door, and window hardware shall be repaired and/or replaced, and

maintained and protected from the elements and against decay and rust by application of a weather coating material such as paint or other protective materials.

15.5 When an opening is used or required for ventilation or illumination and is not required to be protected by a door, window or similar closure, it shall be protected with:

15.5.1 A wire mesh screen, metal grille or other equivalent durable materials; or

15.5.2 Other protection so as to effectively prevent the entry of rodents or vermin.

REQUIRED ACTION:

REPAIR, PAINT AND/OR REPLACE ALL EXTERIOR WINDOWS AND DOORS WITHIN 30 DAYS OF THE DATE OF THIS ORDER.

22.3 Order:

22.3.1 An Officer who finds that a property does not conform with any of the standards may make and serve or cause to be served upon or send by prepared Registered Mail to such a person an order containing:

22.3.1.2 Reasonable particulars of the repairs to be effected or a statement that the site is to be cleared of all buildings, structures, debris or refuse and left in a graded and leveled condition, the period in which there must be a compliance with the terms and conditions of the order and notice that, if such repair or clearance is not done within the time specified in the order, the Town may carry out the repair or clearance at the expense of the owner.

22.6 Appeal:

22.6.1 When an owner or occupant upon whom an order has been served is not satisfied with the terms or conditions of that order, he or she may appeal to the Property Standards Committee within fourteen (14) days after service of the order, and in the event that no appeal is taken, the order shall be deemed to have been confirmed.

Any individual who contravenes this By-law is guilty of an offence and, upon conviction, is liable to a fine pursuant to the Provincial Offences Act a minimum fine of five hundred dollars (\$500), to a maximum fine of ten thousand dollars (\$10,000).

Any corporation that contravenes this By-law is guilty of an offence and, upon conviction, is liable to a minimum fine of five hundred dollars (\$500), to a maximum of ten thousand dollars (\$10,000).

In addition to all other fees/fines, the Town may impose actual costs plus an administration fee as set out in the General Fees and Rates By-law.

If you have any questions, please contact the undersigned.

Sincerely,

Ken Gilpin  
By-Law Enforcement Officer  
Town of Gananoque (613) 541-3213



July 8<sup>th</sup>, 2016

Mr. Gilpin,

I am writing this letter to acknowledge having received your registered letter with its Order to Comply on Town of Gananoque bylaw infractions. I am also writing to appeal to you for more time than the allotted 30 days to fulfill the requirements stipulated in your correspondence.

Since I bought the Royal Theatre in 2013, my partner and I have been very diligently working on our retrofitting of this historic vaudeville theatre back into a live performance space. We have done a great deal of work on the interior of the building, and all costs so far have come directly out-of-pocket, as we have been struggling to obtain grant funding or business loans to help us move forward. Well, we do finally have money coming in through a combination of sources that will allow us to bring about a lot of infrastructure change very soon.

Also, you will be glad to know that our very first project planned with these funds is already to replace all windows and doors on the building. Our second project planned is to address the flaking paint on the building, and consider whether or not to leave the structure's exposed concrete alone or try a cement covering other than paint. The marquee, however, was not on our immediate project list, as a proper restoration of the fixture will likely cost close to twenty thousand dollars, and we do want to make it the focus of a fundraising campaign in the near future. We were, however, recommended to paint the casing of the marquee by the Town's Building Inspector, Terry Willing, and we were going to follow through on his recommendation in short order.

As for an idea of the scale of fundraising that we are working towards, we are going to be the recipients of all funds raised from the 25<sup>th</sup> Anniversary Les Misérables Cast Reunion Concert, taking place in Montreal on August 19<sup>th</sup> at the Rialto Theatre. This very high-profile event is attracting a great deal of notice, and will be attended by local celebrities and media. It is anticipated that we will be raising many thousands of dollars for the Royal Theatre project here in Gananoque. Their "Raise the Royal Roof" campaign will also help to guarantee the accomplishment of the work that needs attending.

RECEIVED JUL 11 2016

Mr. Gilpin, as I'm sure you are aware, accomplishing the three large-scale tasks you set before us will take more than 30 days to accomplish, even if we could start immediately. As an example, the trades-people we will employ will need to order doors and windows (some will have to be custom built).

May I suggest that a period of three months would be a much more reasonable timeframe for us to deliver results? We are confident that we can accomplish the improvements called for (and which we have already planned) within that time-frame. I do hope that we can work in a spirit of cooperation with the Town on this matter.

Thank you for your consideration,

---



July 26<sup>th</sup>, 2016, Property Standards Committee Hearing, Gananoque

Good evening. I am Kevin John Saylor, owner of the Royal Theatre Thousand Islands, which is the property at 73 King Street East. I have recently been served with two "orders to comply" which cite three violations and demand action within 30 days. The orders are dated July 5, 2016 so the orders must be satisfied by August 04, 2016.

I have filed an appeal, requesting an extension of at least 90 days past the August 04 due date. There are two separate by-laws involved. One is the 2011 property standards by-law (2011-27) and the other is the 2005 signage by-law (2005-41).

I, therefore, would like to first address the Order to Comply related to the property standards.

I believe we have made great progress in a few days addressing the exterior complaints. However, receiving the notices to comply came as quite a shock as I believed everyone understood that I am retrofitting this building, and proceeding on the project in the logical manner or working from the inside-out. My partner and I have been concentrating on peeling away the interior layers of the interior's last incarnation as a bowling alley in order to get back to the building's theatre roots. This work has now been twice satisfactorily inspected by the Town's Building Inspectors, Howard Leaver and Terry Willing, and was also twice satisfactorily inspected by the Town's Fire Inspector, Dave Balderson. The work being accomplished at the Royal is measurable, and has never been a secret.

Please note, though, that before we began with the extensive interior cleanup, I did invest in our first major repair to the building, which was a completely new roof and other urgently required work which in total cost approximately fifty thousand dollars. As the other deficiencies in the exterior of the building were mostly cosmetic, I lowered this priority and chose to concentrate on preparing the interior for a retrofit of the building.

The "order to comply" based on the property standards by-law covers two issues: flaking exterior paint and exterior windows and doors.

I hope to get the building power-washed to remove the flaking paint very soon, even this week. I believe power-washing the building will remove the flaking paint from the building and I am hopeful that you will consider this as complying with the order.

As regards the second action item, we immediately undertook to clean, repair and paint the exterior windows and doors, as requested, and I believe that we have already fully complied with the order.

(For the Committee's information, we ultimately intend to replace all of our windows and doors with more energy efficient ones but that will be as the budget allows, and is not necessary to comply with the order.)

Please understand that I am doing my best to comply with the orders as soon as possible. The issues raised are ones that I am aware of, that I agree with, and that existed prior to my ownership of the property. I want to be a good neighbour and, indeed, my theatre will not succeed without an attractive and appealing façade.

In regard to the property standards order, therefore, I ask the committee to authorize the Town Clerk to accept proof of compliance with regard to the removal of flaking paint and otherwise consider the order to comply withdrawn.

With regard to the signage bylaw (2005-41), the one thing I did to the exterior this year perhaps, unknowingly, seems to have resulted in the signage by-law "violation." The required action is to "Remove and replace and/or repair the glass insert using materials appropriate to the age and style of the building."

Late this spring I replaced the missing panes in the marquee sign with two small pieces of Plexiglas, a material that does not match the other panels. I understand it doesn't match, I'm sorry it doesn't currently match, but it did stop the pigeons from continuing to live inside the marquee as they have done for many years before I found this wonderful building. By stopping up the holes that were the access point, I have virtually eliminated the health hazards and problems of the bird droppings on the public sidewalk that preceded my tenure of ownership of this building by many years. Please understand that the 2016 temporary repairs to the marquee sign are minor, do not represent the final look I envision, and were made to protect the health and safety of the public. We have also had the underside of the marquee repainted.

In regard to the signage by-law infraction, I very respectfully request that the committee cancel the Order to Comply.

In retrospect, I must acknowledge that, having been served with these orders to comply, some positive things have happened. As I mentioned earlier, I had been concentrating on the interior of the building but...being made to focus on the exterior has allowed an unbelievable interaction with the public-both locals and tourists! Outside, painting and cleaning, we have received so much support and encouragement! But we have also been met with the extremely accurate observation by many whom we have told about this upcoming hearing, that a building that is so obviously under renovations (the progress of which has been very publicly documented on television and through print and social media), that a building that is clearly being improved upon by its owners, cannot be expected to meet normal "Property Standards" during its period of transformation... and, of course, that is why I was initially so shocked to receive these Orders to Comply in the first place.

We are progressing, and with funding we know improvements will come quickly. We met one woman who left her name and phone number so she can get tickets to the first performance in the revamped theatre and a boy on a skateboard who told us how glad he was we were restoring the theatre and told us, "You know, that marquee is a Gananoque landmark!"

Yes, we know it's a landmark! And soon, I am looking forward to placing our own name, "Royal", on top of this great iconic frame! It's what made me fall in love with the property and the town, and I work hard every day to bring this theatre back to life as soon as possible. I have the education, the expertise and the know how to accomplish this task in a way that will make the Royal Theatre Thousand Islands an institution that Gananoque will be proud of. This town is my home, this building is my life, this theatre my vision. I believe I am and will continue to be a good neighbour-please just give me time!

Thank you!

PLANNING REPORT

TO: **PLANNING ADVISORY COMMITTEE**

FROM: Brenda Guy  
Manager of Community Development

DATE: Wednesday, April-19-17

SUBJECT: CPPS2017/07 – CALVER  
CLASS 2

---

**Background:**

Property: 284 GARDEN STREET

Legal Desc: LOT 244 PLAN 86  
TOWN OF GANANOQUE

Acreage: 7200 SQ.FT.

Lot Coverage: 35% MAXIMUM COVERAGE

Official Plan: RESIDENTIAL

Community Planning  
Permit System: RESIDENTIAL

**Purpose and Effect:**

The applicant is proposing to construct a detached garage and require an increase to the maximum lot coverage.

Provincial Policy Statement

The Provincial Policy Statement, 2014 (PPS) provides direction on matters of provincial interest pertaining to land use matters and all development proposals must be consistent with the policies therein.

*“The Vision for Ontario’s Land Use Planning System depends upon planning for strong, sustainable and resilient communities for people of all ages, a clean and healthy environment, and a strong and competitive economy.”*

Official Plan

The Official Plan designates the lands as Residential. The intent of the Official Plan's Residential designation is to promote a balanced supply of housing to meet the present and future, social and economic needs of all segments of the community.

Comment: The Residential designation permits a variety of residential dwelling units including single family, semi, duplex or apartments. The construction of the proposed is an accessory building to the single family dwelling

Community Planning Permit System

The lands are designated Residential to allow for a variety density of residential uses. The use of a single family dwelling is permitted. Additionally, accessory structures are a permitted use as per Section 3.1 Accessory Buildings, Structures and Uses.

Overview:

The property of 284 Garden Street includes a single family dwelling and an existing storage building constructed in the early 1900s, according to MPAC. A pool shown on the GIS mapping was removed in 2016. The applicants are seeking to construct a two-vehicle garage on the site.

|    | Provisions                           | Requirement                              | Proposed                       |
|----|--------------------------------------|--|--------------------------------|
| 1. | Lot Area (minimum)                   | 464m <sup>2</sup> (4995ft <sup>2</sup> ) | 7200ft <sup>2</sup>            |
| 2. | Lot Coverage (maximum)               | 35%                                      | 38.1% - seek 40%               |
| 3. | Lot Frontage (minimum)               | 15m (49')                                | 60'                            |
| 4. | Front Yard Setback (minimum)         | 6m, minimum (19.6')                      | 15' existing dwelling          |
| 5. | Exterior Side Yard Setback (minimum) | 4.5m, minimum (14.7')                    | n/a                            |
| 6. | Interior Side Yard (minimum)         | 1.2m (3.9')                              | 4.5'<br>0.5' existing dwelling |
| 7. | Rear Yard Depth (minimum)            | 7.5m (24.5')                             | 32'                            |
| 8. | Accessory Structure – existing       | 1m                                       | 0 existing                     |

Accessory Structure Provisions

|    |  |   |  |
|----|--|---|--|
| 1. | No accessory Buildings, Structures and Uses shall be located closer to any interior side lot line, rear lot line or main building. | 1m (3.2')                                 | 4.5' side lot line<br>6.5' main dwelling                   |
| 2. | Accessory uses, shall not cover more than 10% in any residential designation   | 10%                                       | 15.3%  |
| 3. | The maximum gross floor area of any accessory building   | 100m <sup>2</sup> (1,076ft <sup>2</sup> ) | 480ft <sup>2</sup> existing<br>624ft <sup>2</sup> proposed |
| 4. | The max height of accessory buildings  | 4.5m (14.8')                              | 11.4'  |

Consideration was given to the demolition of the existing storage building and reconstruction of a two-vehicle garage to meet lot coverage provisions. However, the applicants determined that they would like to maintain the existing brick storage building and construct a new garage.

## Circulation to agencies, residents within 120m of property and sign posted:

|                          |            |   |
|--------------------------|------------|---|
| Canada Post              | No comment |   |
| CRCA                     | No comment |   |
| CBO                      |            |   |
| Eastern Ontario Power    |            |   |
| Leeds Grenville EMS      |            |   |
| Fire Department          |            |   |
| LG Health Unit           | No comment |   |
| Police Department        |            |   |
| Public Works             |            |   |
| Union Gas                |            |   |
| Water/Sewer              |            |   |
| Adjacent Property Owners |            | Two residents contacted staff inquiring as to why they were being circulated.<br>One resident wanted to confirm setbacks from property lines. |

## NOTICE OF MEETING Proposed Class II Development Permit

**TAKE NOTICE** THAT the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on **TUESDAY, JUNE 27, 2017 at 6:00 P.M. in the COUNCIL CHAMBERS, TOWN OF GANANOQUE**, 30 King Street East, Gananoque to hear the following application to consider a Class II Development Permit:

**File No. DP2017/07**

**APPLICANT/OWNER: Shannon & Michael Calver**

The property municipally and legally described as

**284 GARDEN STREET**

**Lot 244 Plan 86**

**TOWN OF GANANOQUE**

has applied to the Town of Gananoque for a Development Permit to  
**INCREASE THE LOT COVERAGE TO 40% TO ACCOMMODATE A NEW GARAGE**

Additional information in relation to the proposed development permit is available for inspection between 8:30 am and 4:30 pm in the Administration Offices at 30 King Street East, Gananoque, ON, or by calling 613 382-2149 ext.1126.

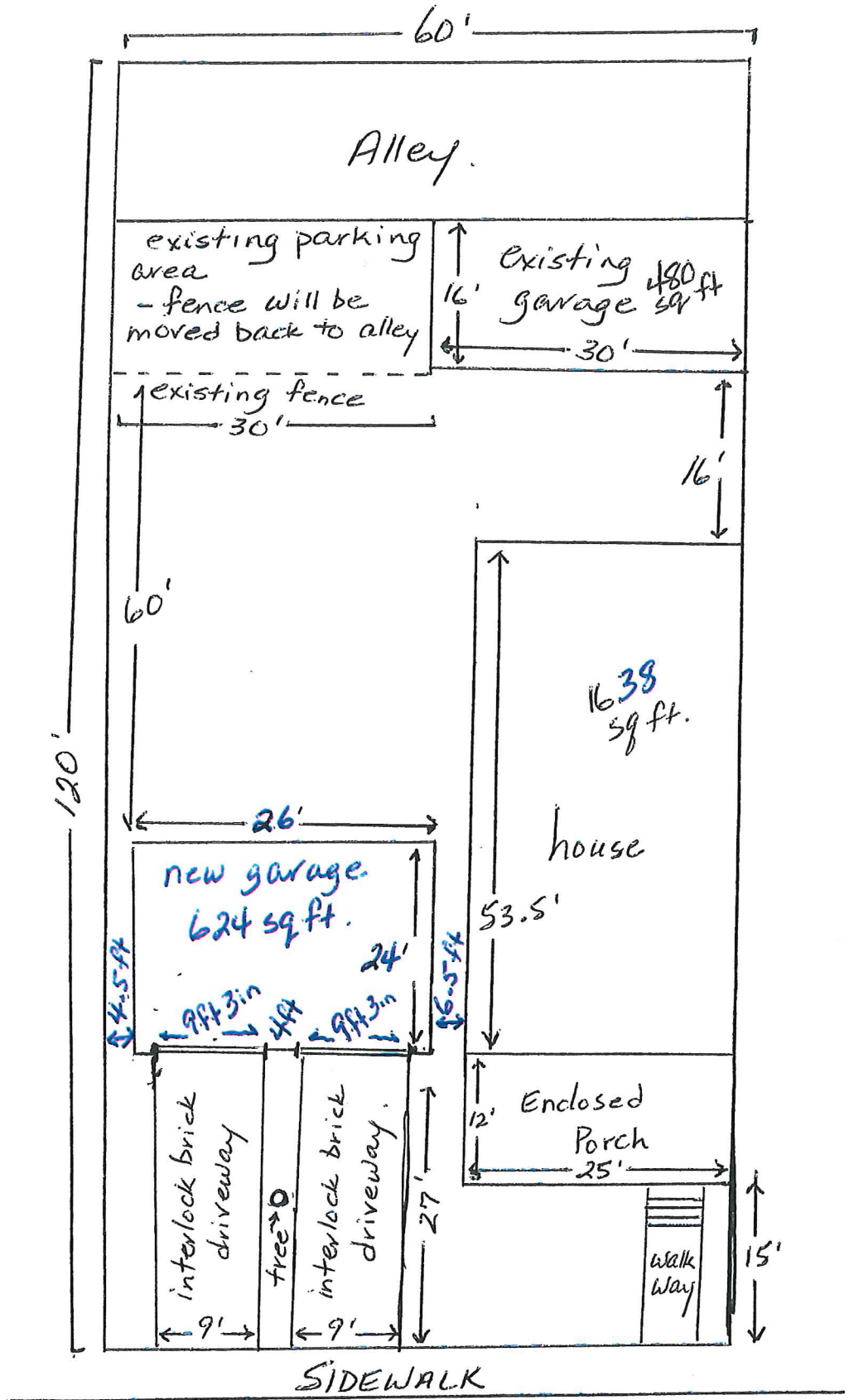
If you wish to provide comment or input you may do so at the public meeting or in writing prior to the meeting.

**Note:** Only the applicant of a development permit has a right to appeal a decision or non-decision on an application to the OMB where the application meets the requirements established through the official plan and development permit bylaw.



**DATED** this 13TH day of JUNE, 2017

Brenda Guy  
Manager of Community Development  
bguy@gananoque.ca  
613 382-2149 Ext. 1126





CPPS 20 17 / 07

**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 in the amount of \$305.00. 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:<br><b>MICHAEL &amp;<br/>SHANNON Calver</b> | Complete Address including Postal Code:<br><b>284 GARDEN ST<br/>GANANOQUE K7G1K2</b>                | Phone: <b>613-888-1586</b><br>Fax: _____<br>E-mail: _____ |
| Name of Property Owner (if different than applicant):         | Complete Address including Postal Code:   | Phone: _____<br>Fax: _____<br>E-mail: _____               |
| Architect/Designer/Planner:                                   | Complete Address including Postal Code:   | Phone: _____<br>Fax: _____<br>E-mail: _____               |
| Engineer:<br><b>WRIGHT ENGINEERING</b>                        | Complete Address including Postal Code:<br><b>100 VICTORIA AVE.<br/>K7G 2S1<br/>GANANOQUE, ONT.</b> | Phone: <b>613-382-2399</b><br>Fax: _____<br>E-mail: _____ |
| Ontario Land Surveyor:  | Complete Address including Postal Code:   | Phone: _____<br>Fax: _____<br>E-mail: _____               |

Street or Property Address (if applicable): **284 GARDEN ST. GANANOQUE ON K7G 1S2**

**LEGAL DESCRIPTION**

Lot/Con/Plan: **Plan # 86 Lot 244 E of GAN R**

|                          |                        |                                  |                        |
|--------------------------|------------------------|----------------------------------|------------------------|
| Frontage:<br><b>60ft</b> | Depth:<br><b>120ft</b> | Area (sq.m):<br><b>7200 SQFT</b> | Area (acres):<br>_____ |
|--------------------------|------------------------|----------------------------------|------------------------|



**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:

|   |  |
|---|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Servicing options report</li> <li><input type="checkbox"/> Hydrogeological Study</li> <li><input type="checkbox"/> Drainage and/or stormwater management report</li> <li><input type="checkbox"/> Environmental Impact Assessment for a natural heritage feature or area</li> <li><input type="checkbox"/> Archaeological Assessment</li> <li><input type="checkbox"/> Influence area study for development in proximity to a waste management facility or industrial use</li> <li><input type="checkbox"/> Traffic Study</li> <li><input type="checkbox"/> Heritage Resource Assessment</li> <li><input type="checkbox"/> Mine hazard rehabilitation assessment</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Phase I Environmental Study and if investigation as required</li> <li><input type="checkbox"/> Noise and/or vibration study</li> <li><input type="checkbox"/> Source Water protection study</li> <li><input type="checkbox"/> MDS I or II calculation</li> <li><input type="checkbox"/> Minimum Separation distance calculation for an industrial use or a waste management facility</li> <li><input type="checkbox"/> Confirmation of sufficient reserve sewage system capacity and reserve water system capacity</li> <li><input type="checkbox"/> Vegetation Inventory and/or Tree Preservation Plan</li> <li><input type="checkbox"/> Supporting Land Use Planning Report</li> </ul> |
|---|--|

|  |   |
|--|---|
| <b>Existing Use(s):</b>  |   |
| 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 checked="" type="checkbox"/> No |
| If yes, provide the file number and the status of the application?   |   |
| <b>Proposed Use(s):</b> <u>BUILD NEW GARAGE AND KEEP EXISTING GARAGE EXPANDING LOT COVERAGE TO 40%</u>   |   |
| Is the <b>Use</b> permitted or permitted subject to criteria as set out in the development permit by-law and how have 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.                                   |   |
| Abutting Land Use(s):  |   |
| Is the Development to be phase?  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| What is the anticipated date of construction?  | <u>June 28, 2017</u>  |
| Is the land to be divided in the future?   | <u>NO</u>   |
| Are there any easements, right-of-ways or restrictive covenants affecting the subject land?  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

| <b>Play Details:</b>   |   |   |  |
|--|---|---|--|
| <input checked="" type="checkbox"/> Residential                                  | <input type="checkbox"/> Commercial   | <input type="checkbox"/> Industrial             | <input type="checkbox"/> Institutional           |
|  | Lot Area:<br>_____ (sq.m)   | Building Coverage:<br>_____ (%)<br>_____ (sq.m) | Landscape Coverage:<br>_____ (%)<br>_____ (sq.m) |
| Building Height:<br><u>11 FT 4 1/4 in.</u>                                       | No. of Storeys:<br>_____  | No. of Units:<br>_____                          | Method of Garbage Storage:<br>_____              |
| Parking Surface:<br>Existing: <u>asphalt</u><br>Proposed: <u>interlock brick</u> | Number of Parking Spaces:<br>Existing: _____<br>Proposed: _____<br>Total: _____ | Dimensions of Parking Spaces:<br>_____          | Number of Accessible Spaces:<br>_____            |
| Loading Spaces:  | Number of Loading Spaces:<br>_____  | Dimensions of Loading Spaces:<br>_____          | Other:<br>_____                                  |

| <b>Heritage Tourist Inn/Bed and Breakfast:</b>   |   |   |  |
|--|---|---|--|
| Is this an application for a Heritage Tourist Inn?   | Number of Guest Rooms:  | Is this an application for a Bed and Breakfast?                     | Number of Guest Rooms:   |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4<br><input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> Other _____ | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3<br><input type="checkbox"/> Other _____ |
| <b>A Heritage Tourist Inn</b> 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      | garage         |            |
| Date Constructed:      | 1900 (approx.) |            |
| Front Line Setback:    | 104 FT         |            |
| Rear Lot Line Setback: | ∅              |            |
| Side Lot Line Setback: | ∅              |            |
| Side Lot Line Setback: | 30 FT          |            |
| Height:                | 20ft (approx.) |            |
| Dimensions:            | 16' x 30'      |            |
| Floor Area:            | 480 sq. ft.    |            |

| PROPOSED BUILDINGS:            | Building 1    | Building 2 |
|--------------------------------|---------------|------------|
| Type of Structure:             | 2nd garage    |            |
| Proposed Date of Construction: | June 28, 2017 |            |
| Front Line Setback:            | 27 FT         |            |
| Rear Lot Line Setback:         | 76 FT         |            |
| Side Lot Line Setback:         | 4.5 FT        |            |
| Side Lot Line Setback:         | 6.5 FT        |            |
| Height:                        |               |            |
| Dimensions:                    | 26 FT x 24 FT |            |
| Floor Area:                    | 624 sq. ft.   |            |

Attached Additional Page, if necessary

**Access:**

Municipal Street     Unopen Road Allowance     Existing Right-of-way     Other \_\_\_\_\_

Name of Street/Road: 284 GARDEN ST

Entrance Approvals and Permit Number(s): permit issued - no number.

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 subject land _____        |
| distance from nearest public road _____ | distance from nearest public road _____ |

**Services:**

Municipal Water and Sewer     Municipal Water & Private Sewage     Private Well and Municipal Sewage     Private Well and Private Sewage

Water and Sewer Hook-up Approvals and Permit Number(s): \_\_\_\_\_

**AUTHORIZATION BY OWNER**

I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize Michael + Shannon Calver (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] Signature of Owner      [Signature] Signature of Owner

\_\_\_\_\_  
Signature of Witness (not applicant)

June 12/17  
Date

**CONSENT BY OWNER**

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

I/We, MICHAEL + SHANNON CALVER, 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] Signature of Owner      [Signature] Signature of Owner

\_\_\_\_\_  
Signature of Witness (not applicant)

June 12/17  
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.

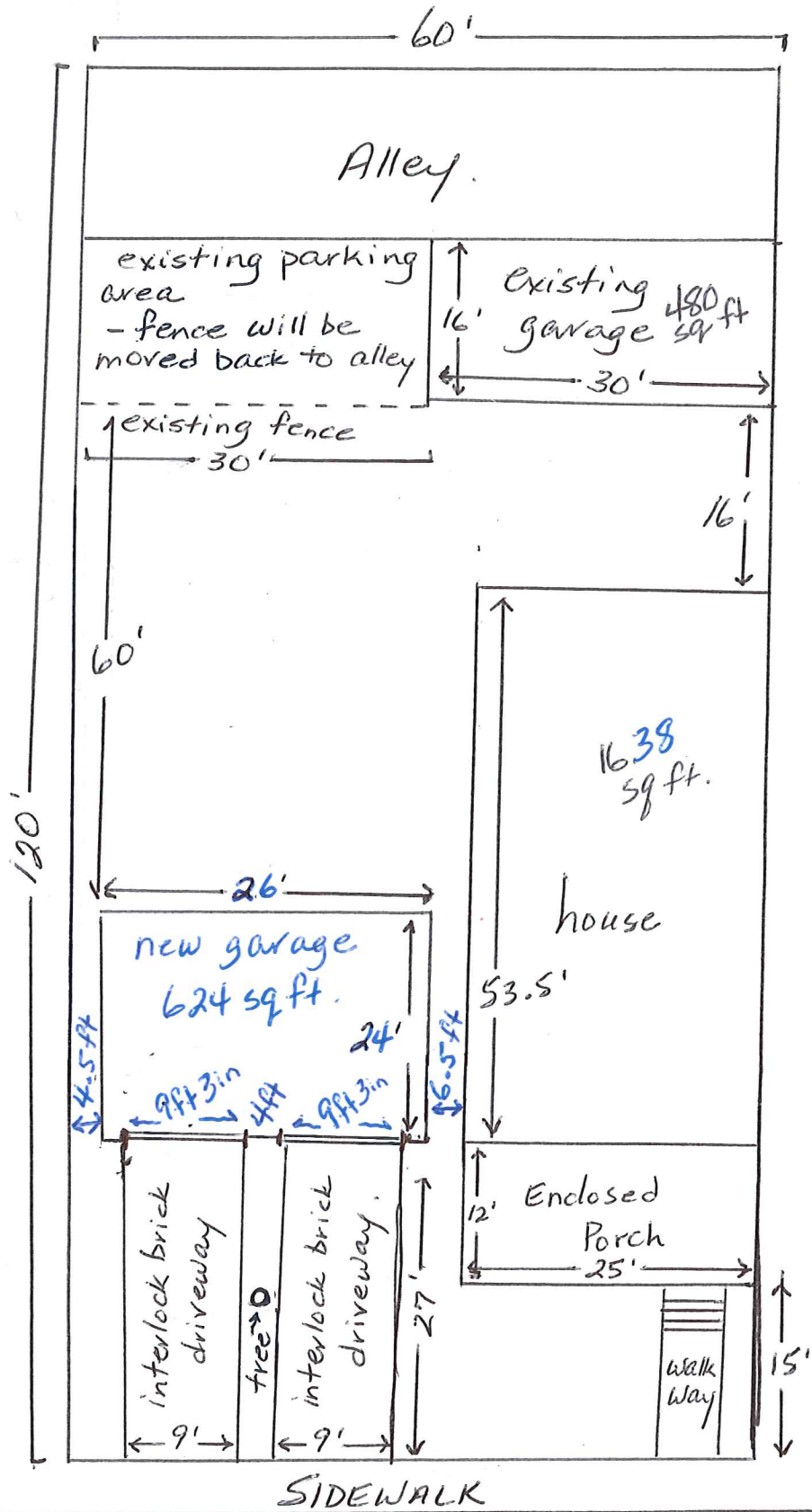
All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

Declared/Sworn before me at \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of a Commissioner, etc

\_\_\_\_\_  
Signature of Applicant

|  |  |   |
|--|--|---|
| <b>Office Use Only:</b>  |  | Roll No: <u>015 13000</u>                     |
| Official Plan Designation:<br><u>Residential</u>   | Development Permit Designation:<br><u>Residential</u>    | Other: _____                                  |
| Access (Entrance Permits etc): _____   | Water and Sewer Hookup (Permits etc): _____              | 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 type="checkbox"/> Subdivision Approval |
| Date Application Received:<br><u>June 12/2017</u>  | Date Application Deemed Complete:<br><u>June 13/2017</u> | Fees Received:<br><u>\$1500.00</u>            |





Town of Gananoque

Application for Storm Drainage / Entrance / Curb Cut

see also attached diagram.

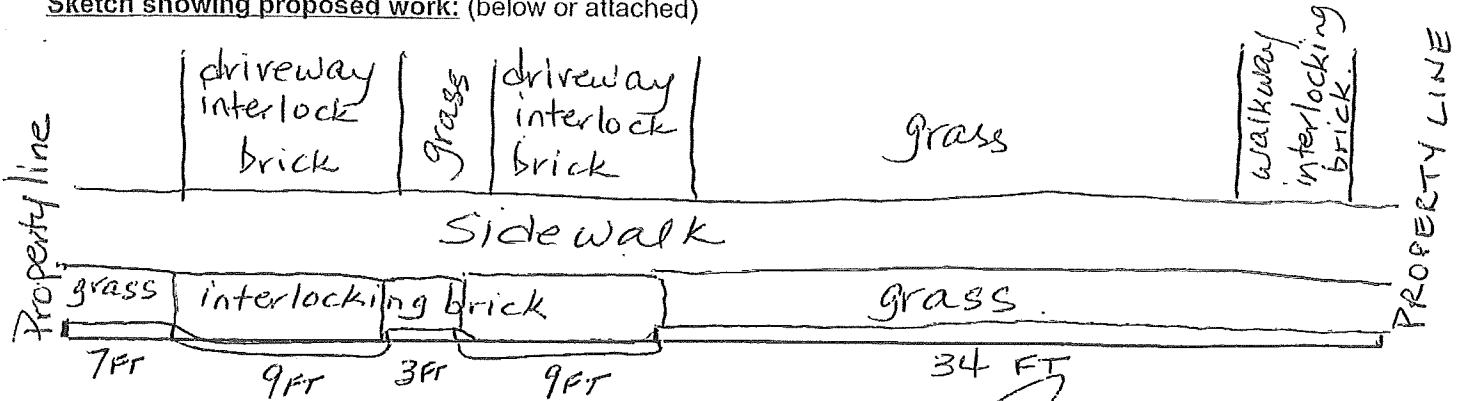
Part 1 - To be completed by Applicant:

Name: MICHAEL CALVER
Address: 284 - GARDEN ST GANANOQUE
Telephone Number: 613-453-7181 (cell)
Address / Location of Requested Work: 284 GARDEN ST.

email stockhill@bellnet.ca

Lot Number: Plan Number:

Sketch showing proposed work: (below or attached)



May 29/2017
Date

[Signature]
Signature Of Applicant

Part 2 - To be completed by Public Works Supervisor or Designate:

This application is: Approved [checked] Denied (for the following reasons):

May 30, 2017
Date

[Signature]
Public Works Supervisor or Designate

Part 3 - To be completed by Town Hall:

Note: Per By-Law 96-32

"The fee payable to the Corporation of the Town of Gananoque for a permit shall be \$25.00. In addition, a deposit of \$200.00 for residential units and \$500.00 for commercial/industrial applications will be payable for work performed by Town staff for inspections, etc. If, after completion of the work, the taxpayer has overpaid, a refund would be issued or if the deposit is inadequate, an invoice would be issued for the balance owing."

Permit fee: \$ 25.00

Deposit fee: Residential \$ NA Commercial/Industrial \$ NA

May 30 2017
Date

Town Hall Signature

**GENERAL**

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.

**NOTES**

1. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
2. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
3. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
4. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
5. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
6. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
7. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
8. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
9. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.
10. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.

**REVISIONS**

| NO. | DATE | DESCRIPTION OF CHANGE |
|-----|------|-----------------------|
| 1   |      |                       |
| 2   |      |                       |
| 3   |      |                       |
| 4   |      |                       |
| 5   |      |                       |
| 6   |      |                       |
| 7   |      |                       |
| 8   |      |                       |
| 9   |      |                       |
| 10  |      |                       |

**PROJECT INFORMATION**

PROJECT: **GARAGE PLANS**

PREPARED BY: **WRIGHT ENGINEERING & DESIGN**

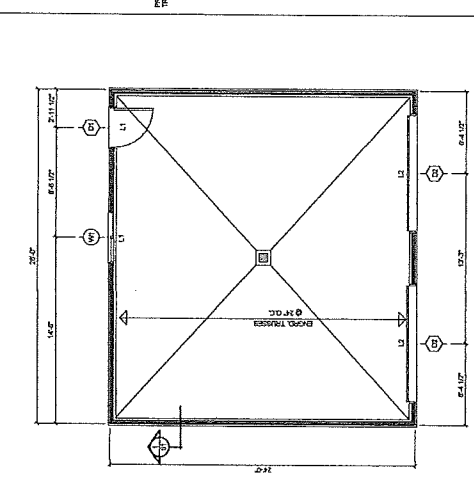
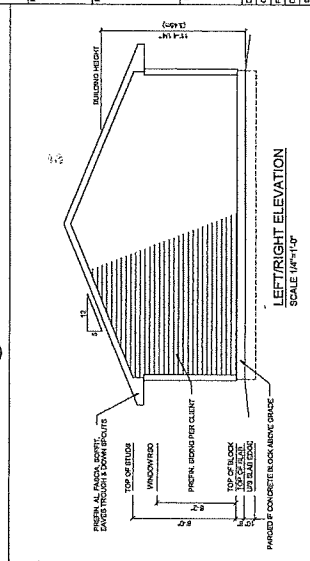
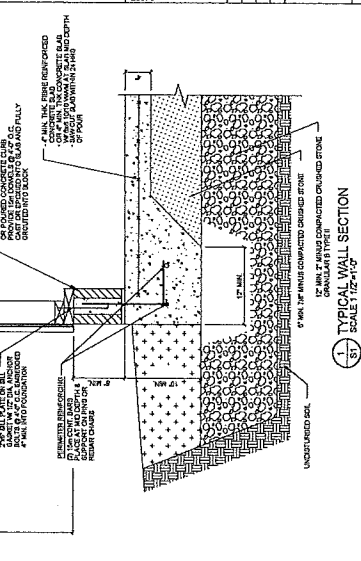
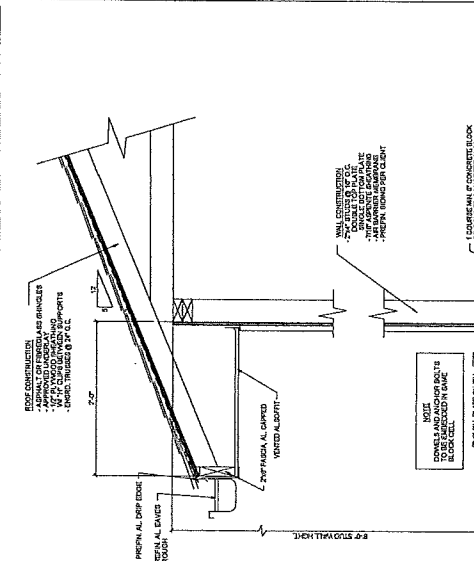
DATE: **10/15/2023**

DRAWN BY: **SM**

CHECKED BY: **SM**

SCALE: **AS NOTED**

**WRIGHT ENGINEERING & DESIGN**  
 1000 W. MAIN ST., SUITE 100  
 GANNAPPOLE, ONT. K7G 3S1  
 (416) 302-2889



**WINDOW SCHEDULE**

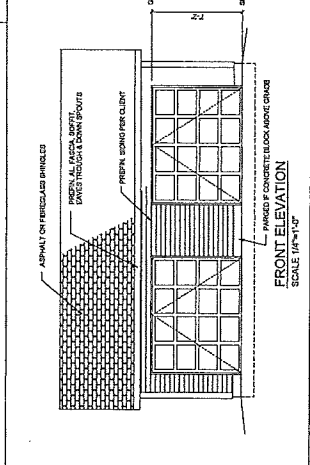
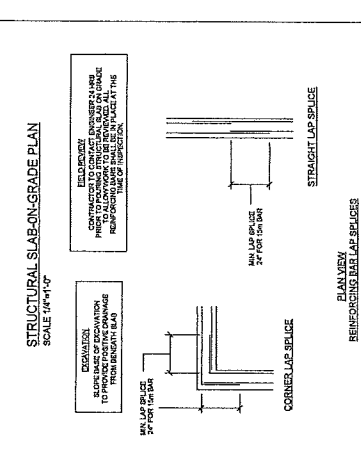
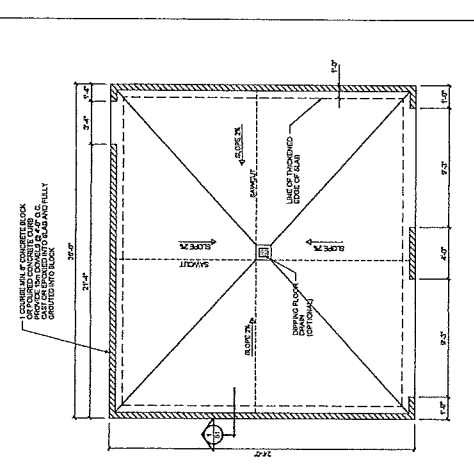
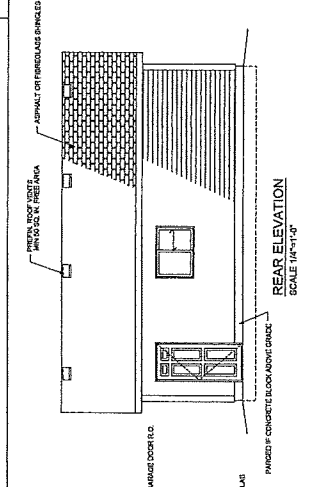
| IDENT. | WINDOW TYPE       | QTY. | OUTSIDE FRAME FINISH |
|--------|-------------------|------|----------------------|
| W1     | HORIZONTAL SLIDER | 1    | 4" PROF.             |

**DOOR SCHEDULE**

| IDENT. | DOOR TYPE               | QTY. | OUTSIDE FRAME FINISH |
|--------|-------------------------|------|----------------------|
| D1     | 5'0" x 8'0" BITTEL DOOR | 1    | 3" x 6" x 1" 1/2"    |
| D2     | 8'0" x 4'0" CH DOOR     | 2    | 2" x 2" x 1" 1/2"    |

**DETAILS**

- 1. 1/2" MIN. 2" AIRS ESPACED OPENED STONE
- 2. 1/2" MIN. 2" AIRS ESPACED OPENED STONE
- 3. 1/2" MIN. 2" AIRS ESPACED OPENED STONE
- 4. 1/2" MIN. 2" AIRS ESPACED OPENED STONE



**EBR Registry Number:** 012-9694

Wednesday, May-31-17

Victor Doyle, Manager  
Provincial Planning Policy Branch  
777 Bay Street, 13th floor  
Toronto, Ontario, M5G 2E5

Dear Sir:

Re: Bill 7 – Proposed Planning Act Regulations  
Secondary Units

The Town has been in favour of secondary suites or accessory apartments dating back to Zoning Bylaw 1991-37 and is included in the Community Planning Permit bylaw adopted in 2010. Additionally, the Provincial Policy Statement identifies that municipalities should provide a mix housing type throughout the community. The Town meets the policy in this regard by permitting all type of housing in every residential designation (single, semi, duplex, triplex, townhouses, apartments).

Additionally, secondary suites are permitted, with some restrictions. The restrictions identify the type of housing that they are permitted in, a maximum area based on the size of the primary, privacy access and parking requirements along with a condition of an inspection from the Town building department and fire department.

The Community Planning Permit, is our tool to provide a safe and healthy environment for our residents. It is the Town's assurance that individuals seeking secondary units are being accommodated and that the unit and the lands are in keeping with the surrounding neighbourhood.

Unfortunately, the Town deals with illegal apartments and in some case there is a concern for individual lives and welfare in some of the conditions in which they live. Therefore, the ability to use the tool of a community planning permit has been a positive one for both tenant and owner moving forward. The intent of the community planning permit is creating affordable housing and permitting residential intensification and redevelopment while maintaining levels of public health and safety.

It is further understood, that the proposed regulations are to not require additional restrictions other than those that apply to principal dwellings and accessory buildings. The Town does not view this as an additional restriction. It is providing a positive long term goal for both tenant and property owner



The term "secondary suite" currently used by the Town and the proposed regulations has a dictionary meaning of being developed from something else. The ability to not stipulate a maximum area essentially determines that the secondary unit or can be equal or more than the primary unit. This may result in a semi-detached or duplex dwelling in the case of a single family dwelling.

In a rural municipality such as Gananoque, there is no public transportation available. A large number of occupants have motor vehicles and the requirement to permit tandem parking will create additional territorial issues. It is appreciated that tandem parking is beneficial where public transportation is available and may be a good option in other municipalities who choose to permit it, however, the requirement is not recognizing what may work in some communities will work in all.

The proposed regulations to the secondary suites, is removing the Community Planning Permit tool that has assisted the Town in creating and development proper, safe and healthy environments. The Town would respectfully ask that this be reconsidered.

Thank you for this opportunity for comment.

Yours truly,

Mayor Erika Demchuk