



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

On Tuesday, February 22, 2022 @ 6:00 PM
Via Webex Teleconference Meeting

| COMMITTEE MEMBERS PRESENT | | STAFF PRESENT |
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| Chair: | Mayor Ted Lojko | Brenda Guy, Manager of Planning and Development |
| Members: | John Beddows | Chanti Birdi, Assistant Planner |
| | Brian Brooks | |
| | Lynda Garrah | |
| | Councillor Mike Kench | |
| | Chris McDonald | |
| | Jana Miller | |
| | Marion Sprenger | |
| Regrets: | Emery Groen | |
| 1. | Call Meeting to Order Chair Mayor Ted Lojko called the meeting to order at 6:00 PM. | |
| 2. | Adoption of the Agenda PAC-COA-PSC Motion #2022-07 Moved by: John Beddows Seconded by: Chris McDonald BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the agenda dated February 22, 2022. <p align="right">CARRIED</p> | |
| 3. | Disclosure of Pecuniary Interest & General Nature Thereof – None | |
| 4. | Adoption of Minutes PAC-COA-PSC Motion #2022-08 Moved by: Marion Sprenger Seconded by: Jana Miller BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the minutes dated January 25, 2022. <p align="right">CARRIED</p> | |
| 5. | Public Question/Comments – None | |
| 6. | Unfinished Business – None | |
| 7. | Reports/New Business | |
| | DP2021-22 – King Street West (ZanderPlan Inc) | |

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| | <p>The Class III Development Permit application seeks to develop the vacant lands to contain four blocks of residential buildings (three containing 6 units and one block containing 4 units, for a total of 22 dwelling units).</p> <p>Chris Clarke on behalf of ZanderPlan Inc. attended in support of the application.</p> <p>The Committee discussed site connectivity to King Street West and generally wished to see sidewalk incorporated into the site plan for connectivity purposes. An internal walkway connecting the requested sidewalk and internal pedestrian pathways was also requested.</p> |
| | <p>PAC-COA-PSC Motion #2022-09 Moved by: Chris McDonald Seconded by: Brian Brooks</p> <p>BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE recommends to Council that DP2021-22 Zanderplan (King Street W) for four buildings with a total of 22 rental residential units be approved provided the following conditions are applied:</p> <ul style="list-style-type: none"> • All final plans be submitted and approved to the satisfaction of the Town and CRCA. • Owner amend Servicing Plan to provide looping of the watermain from King Street at the east side of the site to King Street at the west side of the site, and for all infrastructure to be installed to the midway point along King Street West as per the applicable By-laws to the satisfaction of the Public Works Department. • Owner implement Backflow Prevention, adhere to By-law 2008-020 Water Works and By-law 2005-040 Sewage Works to the satisfaction of the Public Works Department. • Owner be required to install fire hydrant within the development to the satisfaction of the Fire Department. • Sidewalks be incorporated along the frontage and connect to pedestrian pathways within the development. • A playstructure, for all ages, be incorporated within the site plan. • The ditched swale along King Street West be filled-in with drainage pipe. • The Owner address all items and comments in the final Stormwater Management brief to the satisfaction of the Town and the CRCA. • All costs associated with fulfilling the conditions of this decision are borne by the Owner. • Owner enter into an agreement with the Town within one year of approval. <p style="text-align: right;">CARRIED</p> |
| | <p>DP2021-23 – 425 Fourth Street (Horizon Legacy)</p> <p>The Class III Development Permit application seeks to develop the vacant subject lands to include a total of 6 residential buildings, each containing 3 dwelling units, for a total of 18 units. Elevations and designs are available for 4 of the 6 buildings. An amending application will be required to finalize the design of the remaining two buildings. Related studies (including stormwater management and geotechnical reports) are based on the 6 anticipated buildings to ensure feasibility of the overall project.</p> <p>The Committee discussed the application in terms of neighbourhood connectivity and explored pedestrian pathway options with the proponent. Following discussion,</p> |

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| | <p>it was determined that a sidewalk may not be required but that connectivity options should be explored with the Public Works Department. The proponent identified interest in working with the Town to create a pathway along Third Street to connect the site to Victoria Ave.</p> <p>The Committee further discussed the proposed amenity area including its proposed location and provided amenity structures. An all-ages playground was requested in addition to the proposed gazebo structure.</p> |
| | <p>PAC-COA-PSC Motion #2022-10 Moved by: Lynda Garrah Seconded by: John Beddows BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE recommends to Council that DP2021-23 Horizon Legacy for four buildings to be constructed on the site be approved provided the following condition is met before a development permit be issued with conditions attached:</p> <ul style="list-style-type: none"> • All final plans be submitted and approved to the satisfaction of the Town and CRCA. • The Owner retain all mature trees and vegetation, where possible, outside the development footprint; that clearing occur outside the bird breeding season (April 15 to August 15) and that any at-risk species be documented and consultation occur with the applicable provincial ministry (Ontario Ministry of Environment, Conservation and Parks). • The Owner address all items and comments in the final Stormwater Management brief to the satisfaction of the Town and the CRCA. • All works shall be prepared and inspected by a qualified professional engineer licensed in Ontario and all unsuitable materials be removed in accordance with the Geotechnical Report. • The applicant comply with Draft Backflow Prevention By-law, By-law 2008-020 Water Works and By-law 2005-040 Sewage Works. By-laws will be adhered to for all infrastructure as it pertains to each By-law/ • The applicant provide the utilities department with a commissioning plan for watermain installation. • All costs associated with fulfilling the conditions of this decision are borne by the Owner. • Owner enter into an agreement with the Town within one year of approval. |
| | <p>DP2022-01 – 875 Stone Street North (Home Hardware) The Class III Development Permit seeks to amend the existing site plan to expand the outside storage yard.</p> |
| | <p>PAC-COA-PSC Motion #2022-11 Moved by: Brian Brooks Seconded by: Chris McDonald BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE recommends to Council that DP2022-01 – Home Hardware Stores Limited at 875 Stone Street N for the expansion of the outside storage yard to be approved provided:</p> <ul style="list-style-type: none"> • The Owner enter into a Development Permit Agreement with the Town for the amended site plan. • The Owner obtain a Building and Land Use Permit from the Ministry of Transportation for submission to the Town. • The Owner obtain a permit from the CRCA prior to development and site alteration for submission to the Town. |

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| | <ul style="list-style-type: none"> • The Owner amend the site plan to reflect the CRCA comments and satisfy the CRCA relating to wetland protection and stormwater management for submission to the Town. • All costs associated with fulfilling the conditions of this decision are borne by the Owner. • The applicant fulfill all conditions within one year of this approval or the application will lapse. | | |
| 8. | Correspondence/Other | | |
| | <p>Discussion Re: Additional Units (in accessory buildings)</p> <ul style="list-style-type: none"> • Staff provided an overview of existing secondary suite policies within the Development Permit By-law and sought general Committee feedback on policy direction, given recent provincial regulation changes. | | |
| | <p>Official Plan Update</p> <ul style="list-style-type: none"> • Notice of Open House (March 8, 2022) received for information. | | |
| 9. | Next Regular Meeting – March 22, 2022 | | |
| 10. | Questions From the Media – None | | |
| 11. | Adjournment | | |
| | <p>PAC-COA-PSC Motion #2022-12</p> <p>Moved by: Chris McDonald THAT PAC/COA/PSC BE ADJOURNED AT 9:50 PM.</p> | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; vertical-align: bottom;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Major Ted Lojko, Chair </td> <td style="width: 50%; text-align: center; vertical-align: bottom;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Brenda Guy, Committee Secretary </td> </tr> </table> | | <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Major Ted Lojko, Chair | <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Brenda Guy, Committee Secretary |
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