



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

On Tuesday, June 27, 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 6:02pm.	
2.	Adoption of the Agenda	
	PAC-COA-PSC Motion #2023-25 Moved by: Anne-Marie Koiner Seconded by: Marion Sprenger BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the agenda dated June 27, 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 #2023-26 Moved by: Anne-Marie Koiner Seconded by: Marion Sprenger THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the minutes dated May 23, 2023. <p style="text-align: right;">CARRIED</p>	
5.	Public Question/Comments – None	
6.	Unfinished Business – None	

7. Reports/New Business

Development Permit Application

DP2022-08 – 460 Second Street – JACO Investments Ltd. (Class III) STA

Owner, Jeff McEwen was in attendance.

The applicant is requesting a Class III Development Permit for a residential development “The Birches” which will consist of a total of fifteen single-storey buildings each containing four dwelling units for a total of sixty dwelling units, one accessory utility building and pickle ball courts. A private ring road is proposed through the site which will have one entrance/exit located from Second Street to the south and will provide access to each unit and parking areas. A pathway connection is proposed at the southeast corner of the site into the development from Second Street.

The site consists of approximately 2.64 hectares (6.52 acres) and includes the utilization of the unopened road allowance of Birch Street which is subject to Council approval. The property extends to the unopened road allowance of Third Street to the north, the unopened road allowance of Elm Street to the east and has frontage along the west side of Maple Street North. The subject lands are currently vacant.

The layout and design of this development has been considered to assist in a future condominium application, should the developer choose to do so.

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 Provincial Policy Statement, Official Plan and Development Permit By-law.

PAC discussed the application extensively in relation to servicing of the development with connection into existing serviced areas, the unopened portion of Birch Street, use of unopen road allowance of Elm Street and future development on the east side, traffic, lack of pedestrian access into and within the development, access into the site and parking. Of note was the aged infrastructure and stormwater drainage in this area, adequacy of proposed water service and how the proposed development may or may not impact fire flows. Public Works would be open to considering the proposal as presented and will seek a peer review of the proposed plans. Ideally, servicing connections to Third Street from Victoria Avenue is desirable for Public Works and Planning Staff.

PAC members were supportive of the layout from Second Street as proposed and the condition for Elm Street was removed in the motion. Consideration of a pedestrian within the ring road and a sidewalk into the property from Second Street to the ring road was added to provide a dedicated pathway for residents within the development.

Staff are recommending option e) approve the application, require that conditions be met before issuing a development permit and, when the conditions have been met, issue a development permit with conditions attached. O. Reg. 608/06, s.10 (8).

The recommendation was based on conditions that require approval in order for the project to move forward and prior to entering into an agreement.

PAC-COA-PSC Motion #2023-27

Moved by: Brian Brooks

Seconded by: Neil McCarney

THAT PLANNING ADVISORY COMMITTEE RECOMMEND TO COUNCIL that Staff have no objection to the development of fifteen (15) residential buildings, containing 4 dwelling units in each, and a utility building to be constructed on the subject lands provided:

Conditions to be met before issuing a Development Permit:

- That the developer obtain approval from Council for the purchase and sale of the unopened road allowance of Birch Street to include a by-law to be passed to stop and close the road allowance and the lands be merged in title.
- That the developer obtain approval for a consent application to sever the lands identified as "Pre-developed Area" on SP1 from the Committee of Adjustment.
- That the developer meet the requirements of Public Works Department to satisfy water and sewer connections to the municipal system.
- That the developer meets the requirements of the Cataraqui Region Conservation Authority for Stormwater Quality.

And further, should a Development Permit be issued the following conditions be attached and form par of the development permit:

- The developer consider a pedestrian pathway within the ring road and a sidewalk into the property from Second Street to the ring road.
- Final plans be submitted and approved to the satisfaction of the Town and the CRCA.
- Clearance letter is obtained from Public Works that all requirements have been met.
- Clearance letter is obtained from Cataraqui Region Conservation Authority that all requirements have been met.
- The developer is required to acquire MOECC approvals for the Private Services proposed.
- 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.

CARRIED.

8. Correspondence/Other – None

9. Next Regular Meeting – June 27, 2023

10. Questions From the Media – None

11. Adjournment

PAC-COA-PSC Motion #2023-28

Moved by: Neil McCarney

Seconded by: Anne-Marie Koiner

THAT PAC/COA/PSC BE ADJOURNED AT 7:45 PM.

Colin Brown, Chair/Councillor

Brenda Guy, Committee Secretary