



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

On Tuesday, October 24, 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	
	Kathy Warren	
Absent:	Jana Miller	
	Marion Sprenger	
1.	Call Meeting to Order – Chair Brown called the meeting to order at 6:00pm.	
2.	Adoption of the Agenda	
	PAC-COA-PSC Motion #2023-37 Moved by: Neil McCarney Seconded by: Kathy Warren BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the agenda dated October 24, 2023. <p align="right">CARRIED</p>	
3.	Disclosure of Pecuniary Interest & General Nature Thereof – Chair Brown DP2023-17 670 Charles Street North	
4.	Adoption of Minutes	
	PAC-COA-PSC Motion #2023-38 Moved by: Neil McCarney Seconded by: Kathy Warren THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the minutes dated September 26, 2023. <p align="right">CARRIED</p>	
5.	Public Question/Comments – None	
6.	Unfinished Business – None	

<p>7.</p>	<p>Reports/New Business</p> <p><u>Consent Application</u> B1-2023 – 460 Second Street – Jaco Investments Ltd. Jeff McEwen, on behalf of JACO Investments Ltd., was in attendance.</p> <p>The applicant is requesting to sever and convey a 11.7 hectare (28.9 acre) parcel of land to be merged with the lands known as “The Birches” and retain a 1.1 hectare (2.7 acre) parcel containing an existing four-plex dwelling addressed as 460 Second Street. A condition was required in the application for “The Birches” in file DP2022-08 to sever the developed lands containing the existing four-plex.</p> <p>The property at 460 Second Street fronts onto the north side of Second Street. The severed lands have a frontage of 5 metres on Second Street to the east of the property at 460 Second Street. Application DP2022-08 for “The Birches” is for a proposed residential development that will contain a total of fifteen single-storey buildings each containing four dwelling units for a total of sixty dwelling units. Conditional approval was provided from Council for file DP2022-08.</p> <p>The use is permitted under the Residential designation in the Official Plan and Development Permit By-law, and meets the intent of the Provincial Policy Statement. Staff have no objection to the consent application, subject to conditions, as it meets the policies of the Provincial Policy Statement, Official Plan and Development Permit By-law.</p> <p>PAC-COA-PSC Motion #2023-39 Moved by: Brian Brooks Seconded by: Lynda Garrah</p> <p>THAT COMMITTEE OF ADJUSTMENT approve Consent Application B02--2023 for the creation of a new lot be approved provided the following conditions are met:</p> <ol style="list-style-type: none"> 1. An approved Class I Development Permit be obtained to recognize the existing front yard setback and reduce the rear yard setback to 3.6m for the four-plex dwelling on the retained parcel. 2. The Owner remove any Site Plan Agreements for the previous use of a greenhouse that are registered with the Land Registry Office. 3. The severed lands be merged in title with the abutting lands (north). 4. New deeds be prepared and submitted to the Town, 5. A final reference plan be submitted and registered, to the satisfaction of the Town, 6. The balance of any outstanding taxes, including penalties and interest (and any local improvement charges) shall be paid to the Town of Gananoque, if required. 7. All costs related to fulfilling the conditions are borne by the applicant. 8. All conditions of this decision be fulfilled and the documents presented to the Town for issuance of the Certificate of Consent within a period not to exceed 24 months from the date of decision. <p style="text-align: right;">CARRIED.</p>
	<p><u>Development Permit Application</u></p>

DP2023-17 – 670 Charles Street North – VX Resources Canada Inc. (Class III)

Owner, Sean Brophy and the Applicant, Tony Del Guidice of VX Resources Canada Inc. were in attendance.

The applicant is requesting to operate a manufacturing facility which will receive raw vermiculite to be processed internally and shipped out for the purpose of horticulture. All proposed work will be undertaken within the existing building and no outside work is proposed.

The property consists of 0.4ha (0.99 acres) in size and contains an existing vacant building consisting of 1114.8m² and a temporary warehouse, located at the rear of the property, consisting of 54.8m². A steel loading dock, located midway along the south side of the building, will be used for receiving and shipping of the raw and final product. Existing storage containers located in the rear of the property are to be removed from the site. No additions are proposed to the existing building.

The owner of the property provided confirmation that the property is not on municipal services and has private services. The process will occur internally and does not require water for the operation as it is a dry process. The applicant had submitted Noise, Odour and Traffic Studies in support of the application that were peer reviewed. The findings in the peer review studies were included in the information provided to the Committee members.

The applicant, Tony Del Guidice, spoke to the shipments coming into the site by a transport which would be once a month. The bagged materials to be shipped out would be by smaller vehicles. The vermiculite coming into the site will be tested in a laboratory and will be certified to be asbestos free and a certificate would be received indicating this. The process will use a high heat which will expand the product and once cooled will be bagged and shipped out. The store front along Charles Street N will not be used but employee access to office space.

Committee Members raised questions pertaining to the peer review of the Traffic Study, on site parking and traffic safety at the street, existing storage containers at the rear of the property, sourcing of the raw materials, shipment of the product, on site water source, the use of the finished product and the number of potential staff working in the facility and certification of the material coming into the facility.

Staff had recommended that the Site Plan drawing be updated to address the storage containers at the rear of the property, clarification of the second business and the status as to whether it will remain, internal traffic flow.

Staff have no objection to the application for VX Resources Canada Inc. at 670 Charles Street North to operate a manufacturing facility for the processing of raw vermiculite for the purpose of horticulture, subject to conditions, as it meets the policies of the Provincial Policy Statement, Official Plan and Development Permit By-law.

PAC-COA-PSC Motion #2023-40

Moved by: Neil McCarney

Seconded by: Kathy Warren

THAT PLANNING ADVISORY COMMITTEE recommend to Council that they have no objection to DP2023-17 VX Resources Canada Inc. - 670 Charles Street North, to operate a manufacturing facility for the processing of raw vermiculite for the purpose of horticulture within the existing main building, provided:

- An environmental compliance approval (ECA) is required for the discharge (noise and air emissions) from this facility. The applicant is required to apply for approvals and to provide the Town with a copy of the application package as per the requirements indicated in the peer review. A Section 9 Approval is required to address particulate materials and air borne emissions from the facility.
- The Owner is required to obtain all necessary approvals from the Ministry of the Environment and Climate Change (MOECC) to ensure sources of emissions to the environment and noise are adequately controlled to prevent potential negative effects and provide to the Town
- The Owner demonstrate to the satisfaction of the Building Department that a fire suppression system is not required for the use of the property through building permit review.
- The Owner obtain compliance with the Town in regards to the water and sewer services (private and/or public) and municipal water and sewer by-laws.
- The Owner comply with the requirements and findings for the Traffic Study and completed peer review of the Traffic Study and provide to the Town.
- The Owner comply with the best management practices of the Cataraqui Region Conservation Authority.
- The Owner enter into a Development Permit Agreement within one year of the Notice of Decision or the approval may lapse; and
- All costs associated with fulfilling the conditions of this decision are borne by the Owner; and
- Certificates to confirm that the raw vermiculite is asbestos-free and be on file for Town inspection.

CARRIED.

8. Official Plan – Draft

A draft of the Official Plan was provided to the committee members for review. Staff indicated that a copy will be circulated to Committee members which illustrates tracked changes. Staff verbally highlighted areas where members will see changes.

Questions from the Committee pertained to policies on lanes and alleys within the Town. Staff noted that the Ministry is looking for policies on residential intensification in the Town and how to streamline and remove barriers to development.

Members questioned the timeframe for the Official Plan. Staff recommended that a separate meeting from the regular scheduled PAC meeting be undertaken to review what has been proposed. Staff to circulate a future date.

9. Correspondence/Other – None

10. Next Regular Meeting – November 28, 2023

11.	Questions From the Media – None
12.	Adjournment
	PAC-COA-PSC Motion #2023-41 Moved by: Brian Brooks Seconded by: Anne-Marie Koiner THAT PAC/COA/PSC BE ADJOURNED AT 7:18 PM.
<hr/> Colin Brown, Chair/Councillor	<hr/> Brenda Guy, Committee Secretary