

The Corporation of the Town of Gananoque  
COA/PAC MINUTES OF MARCH 22, 2011 @ 6:00 PM

---

Members Present:

Councillor Jeff Girling, Councillor Joe Jansen, Jonathon Allen,  
Heather Gallacher, Nicole St. Onge, Stacie Amo Teasdale

Members Absent:

Chuck Marquardt

Staff Present:

Brenda Guy, Manager of Community Development

WELCOME AND INTRODUCTIONS

CHAIR AND VICE CHAIR OF COA/PAC

MOTION NO. 2011-01

Moved by: Councillor Jeff Girling

Seconded by: Jonathon Allen

Be it resolved that Chuck Marquardt be appointed Chair of the COA/POA.  
CARRIED

MOTION NO. 2011-02

Moved by: Councillor Jeff Girling

Seconded by: Joe Jansen

Be it resolved that Jonathon Allen be appointed Vice Chair of the COA/POA.  
CARRIED

Vice Chair Jonathon Allen assumed the Chair in the absence of Chair Chuck Marquardt.

- A) HEALTH, SAFETY, & WELLNESS: Staff identified the intent of this section of the Agenda.
- B) DECLARATION OF PECUNIARY INTERESTS: None
- C) DELEGATIONS/PRESENTATIONS: None
- D) CONSENT: None
- E) MINOR VARIANCE:

↓ A1/11 Branscombe  
44-46 Centre Street

Rob and Linda Branscombe were in attendance.

The applicants are proposing to construct a duplex on a parcel of land identified as 44-46 Centre Street. The applicants require relief from their rear yard setback from 29.5' to 19.5' and the front yard, which falls under the general provisions "established building line" will be recognized as being 18'.

Circulation was sent to all neighbours within 60m of the site as well as the standard agencies and utilities. Utilities had no objection/no comment to the application. Eastern Ontario Power noted that work was proposed in this area to reroute power lines.

John Taylor, 40 Centre Street  
Objected to the application citing concerns of snow removal, width of the existing roadway, the street cannot physically handle more traffic, the road is used as pedestrian walkway, the consideration of a duplex is increased volume, location of existing utilities such as man holes and hydro poles.

Mary Warren

Indicated that there should be no comparison as to what was existing on the site prior to the demolish to what is being proposed now. The parking historically for this site has been on the roadway.

Robert & Linda Branscombe

The proposed meets the lot coverage, duplex is permitted, no increase in traffic as the demolished building was a duplex, snow removal is a Town issue.

Mr. Branscombe further agreed to change his intention and build a single family dwelling.

MOTION NO. 2011-03

Moved by: Councillor Abbott

Seconded by: Councillor Girling

Be it resolved that the Committee of Adjustment approves application A01/11 Branscombe to reduce the rear yard setback to 6m and the front yard setback be 5.5m

CARRIED

Reasons for approving the minor variance application are as follows:

The Committee is of the opinion that the application is in keeping with Section 45 of the Planning Act. The Committee is further satisfied that the proposal is in keeping with the surrounding neighbourhood and that the increased front yard setback from roadway is in attempt to keep with the Zoning Bylaw.

It was further noted that a suggestion will be made to the Public Works Department to consider a recommendation to Council to amend the Traffic and Parking By-law to make Centre Street a one-way.

F) SITE PLAN APPLICATION:

4 SP01/11 Jones/Roberts  
705 King Street East

Julia Roberts was in attendance.

The applicant is a site plan amendment to place a mobile canteen on property located at 705 King Street East.

Circulation was sent to all agencies and departments. Comments related to how the applicant was obtaining water, sewer and hydro services, however, no objection to the application.

Lynda Garrah

Noted that seasonal goods were on the property and asked how it affected the parking requirements – as well as the weekly antique car show, setbacks from the adjacent restaurant, parking requirements for the mobile canteen.

Staff indicated that approval of the mobile canteen was based on the last registered site plan which does not indicate the seasonal goods. The parking on the plan indicates that there are more spaces than required.

MOTION NO. 2011-04

Moved by: Stacie Amo Teasdale

Seconded by: Heather Gallacher

Be it resolved that the Planning Advisory Committee recommends to Council that the site plan for the Type A Mobile Canteen at 705 King Street E (Canadian Tire) be approved based on the site plan dated May 1999.

CARRIED

G) SUBDIVISION AGREEMENT: None

H) ZONING BY-LAW AMENDMENT: None

I) CORRESPONDENCE: None

J) MINUTES OF PREVIOUS MEETING:

↓ Regular Planning Advisory Committee Meeting Minutes of September 28, 2010.

↓ Regular Committee of Adjustment Meeting Minutes of November, 15 2011.

K) CONTINUING BUSINESS: None

L) NEW BUSINESS:

↓ Training

❖ Staff to contact MAH regarding Planning Act Training/Refresher

M) PUBLIC QUESTION PERIOD:

↓ 98 King Street E (adjacent property) – Has a site plan application been received for the proposed patio adjacent.

❖ No application received.

↓ 399 King Street East – Storage containers on site.

❖ Staff to contact manager/owner of Parts Source

↓ 10 Water Street – New ticket office on site applied for site plan?

❖ The building is under 100 sq.ft. and therefore not required to apply for a building permit or site plan approval.

N) ADJOURN

MOTION NO. 2011-5

Moved by: Stacie Amo Teadale

Be it resolved that Committee of Adjustment/Planning Advisory Committee adjourn this regular meeting.



Chair, Chuck Marquardt



Secretary –Treasurer, Brenda Guy

## PLANNING REPORT

TO: PAC/COA

FROM: Brenda Guy  
Manager of Community Development

DATE: Wednesday, March-21-12

SUBJECT: DPS 2012-03 – CODE FORD SALES LTD.  
(655 STONE STREET NORTH)  
CLASS 3

---

### Background:

Property: 655 Stone Street North

Legal Desc: Leeds Con.1 Pt. Lot 16 Plan 28R-1928 Parts 1-3 subject to easement over Plan 28R-10429 Pts.1, 3-6, 9-10

Acreage: 4.196 acres  
89.9m (295') frontage

Lot Coverage: 60% Maximum Coverage

Official Plan: Employment Lands

DP Designation: Employment Lands  
Entrance Overlay

### Purpose and Effect:

The applicant is proposing an addition (show room) to the existing building at 655 Stone Street North. The addition will be located at the front of the building.

### Official Plan:

The OP designates the property Employment Lands providing commercial and industrial uses requiring larger land areas.

### Development Permit:

The Development Permit designates the property Employment Lands which provides a wide range of industrial commercial uses. It is intended that this area provides for buffering and screening with landscape site design due to the mixed variety of uses.

The property also falls within the Entrance Overlay.

Please see attached checklist with regards to the Dev. Permit By-law and the proposed plans.

Staff have reviewed the plans provided. The existing site plan currently places parking and signage on Town property. The property line is 50' from the current structure. (see Existing Site Plan)

The nature of the business is new/used vehicles. The visibility of vehicles from the street and parking customers near the show room has been expressed by the Owner to be imperative.

Following the By-law requirements (See Site Plan as per Bylaw) the applicant is required to have landscaping along all property lines where there is no parking and a minimum of 5m (16.4') along Stone Street North from the property line. This would reduce the area between the landscaping and building to 8m (27'), leave not enough room for one row of parking and an aisle.

Unfortunately, when the property changed ownership it was not realized where the property lines were. Staff met with the owner, applicant and designer to come up with a plan that could be supported by staff and work for the property. Taking into consideration the nature of the business, staff was agreeable to landscaping to the property line. The plan and application was circulated for comment (see Proposed Site Plan – Circulated)

The applicant and owner have since come back and raised concerns on how it would effect the business. Staff is of the understanding that they would like to provide customer parking directly across from the front door and provide all new vehicles along the roadway. There is customer parking provided south of the proposed addition. The owner would like customer parking directly across the entrance but not showcase customer parking along the roadway with one row of parking.

Since the circulation, staff met on site with another option for the applicants to consideration. This plan was done with feedback from the owner (with respect to length of cars) and it takes into account the public works comments regarding snow, providing landscaping as per the By-law and taking into account the needs of the owner. (see Proposed Site Plan – Option).

Circulation to agencies:


Canada Post		Developer must contact local post office if his tenant density changes for mail delivery
CAO	No comment	
CRCA		
CBO		Building Permit Required
Eastern Ontario Power		
Leeds Grenville EMS		
Fire Department		
LG Health Unit	No comment	
Police Department		

Water/Sewer	No comment	
Public Works, Culture and Recreation		Green space at the road edge will provide for storage of snow during the winter months and provide buffer area of plowing back snow banks

Staff are recommending the Proposed Site Plan as circulated and are willing to support the Proposed Site Plan – option. The property currently has 12 spaces along Stone Street North, with the addition of the property (Consent Application B5/11) the owners now have 19 spaces along Stone Street North for visibility purposes.

Landscaping requirements would include a minimum of three trees in each island (Site Plan - Circulated) or five trees (Site Plan – Option) plus low shrubbery. Trees to be Japanese Lilac or Honey Locust installed as per Tree Committee recommendations.

Another plan has been submitted by the applicants on Thursday, March 22, 2012. It is Staff's opinion that this latest submission does not meet the intent of the Development Permit Bylaw.



Development Permit Checklist		Min. Requirement unless otherwise noted	Proposed	
Zone Requirements	Zoning of Property	Employment Lands	Continuation of vehicles sales/repair	√
	Lot Area, As per zone	743 m2/7998sq.ft.		
	Lot Frontage, As per zone	18 m/59.1 ft	295'	√
	Front Yard, As per zone	7m/23ft	43' 6"	√
	Rear Yard, As per zone	6 m/19.7 ft	72' 6"	√
	Interior Side Yard, As per zone	3m/9.8ft	18' (north)	√
	Other Side Yard, As per zone	"	151' (south)	√
	Exterior Side Yard, As per zone	4.5m/14.8ft	n/a	n/a
	Lot Coverage, As per zone (maximum)	60%	11%	√
Building Height	As per zone (maximum)	15m/49.2'	22.9'	√
Building Size		Existing	5435.77 sq.ft.	n/a
		Addition	6,512 sq.ft.	n/a
Building Orientation	Building location along front yard, parking at side/rear		Existing	n/a
Seating Capacity			na/	n/a
Parking Spaces	Number of Parking Spaces required	10 bays/office/showroom	30 bays/7 office	n/a
	Size	2.7m/8.9' x 6m/19.7' min.	-	√
	Number of Accessibility Spaces	1/20 spaces	2	
	Accessibility Size	3.6m/11.8' x 6m/19.7' min.	-	√
	Parking Surface	Year round use	-	√
	Aisles	6m/19.7 ft min.two-way traffic 3.5m/11.5 ft min.one-way traffic	20' plus	√
Entrance		6m/19.7' min.two-way traffic 3.5m/11.5' min.one-way traffic	37' plus	√
Loading Area	Number of loading areas required	250 sq.m or less – 0, 250 to 999 sq.m – 1 1000 to 7499 sq.m – 2 7500 sq.m+ – 2 plus 1 per 7500 sq.m	n/a	n/a
	Size	14m/45.9' x 3.5m/11.4'	n/a	n/a
	Height clearance	4.25min./13.9'	n/a	n/a
	Located in side or rear yard		<input type="checkbox"/> Yes <input type="checkbox"/> No	n/a
	Unobstructed access to public street	6m min./19.7'		n/a
Open Storage	Screened		n/a	n/a
Garbage Storage	Fenced and Screened – wood or metal		?	?
Outside Storage/ Sales and Display	Outside Storage	No storage in front yard Min. 5m/16.4 from side/rear	Vehicles	√
		Abut residential Min. 10m/32.58'	n/a	n/a
Landscaping	Btwn non-residential and residential	3 m min./9.8'	North - n/a South - n/a East - n/a West - n/a	n/a
	Front yard setback	5m min/16.4' landscaped area within the 7m/24.7'	0	
	Not less than 50% landscaped area	Grass, lawns, trees, shrubs and flowers		
	Btwn parking and adjacent lot or street when 4 or more spaces required	3 m min./9.8'	North - 0 South - 0 East - 0 West - 0	

High Watermark	Setback from any water	30 m min./98.4' unless Breakwall = 15m min/49.2'	n/a	n/a
	Accessory Structures – permitted within 30m provided:	Boathouse/Boatport/dock – max length 8m/28.2'	n/a	n/a
		Stairs/landings – max width 2.5 m/8.2'	n/a	n/a
		Shed – max 10sq.ft/108sq.ft	n/a	n/a
		Max height – 4.25m/14.7'	n/a	n/a
	Class II Permit	Accessory Structures	n/a	n/a
	Class III Permit	Boathouse	n/a	n/a
Accessory Bldgs	Any rear or interior setback	1 m min./3.3'	n/a	n/a
	Front or exterior yards, as per zone		n/a	n/a
	Height	4.5 m max./14.8'	n/a	n/a
	Distance to main building	2 m min./6.6'	n/a	n/a
Other	Designated Heritage Site:		<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Entrance Overlay		<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Sidewalk required		Did not request - addition	
	Street Boulevard	Furniture, trees	Did not request furniture	
	Tree placement	Away from curb where less than 4m	Where possible	
		6 – 8m apart	Not entirely	
	Waterfront Overlay		<input type="checkbox"/> Yes <input type="checkbox"/> No	n/a
	Maintain existing vegetation		<input type="checkbox"/> Yes <input type="checkbox"/> No	n/a
	Setback from top of slope (except non residential/ accessory)	30m min./98.4'	<input type="checkbox"/> Yes <input type="checkbox"/> No	n/a
	Discretionary Use	Background report	<input type="checkbox"/> Yes <input type="checkbox"/> No	n/a
	Tree preservation	Min. 60mm dia/3.5m in height plus	<input type="checkbox"/> Yes <input type="checkbox"/> No	n/a
		10+ grouped of 15 cm measured 1.4 from base	<input type="checkbox"/> Yes <input type="checkbox"/> No	n/a
		Maintain waterfront view – building located to side		n/a
		Waterside walkway on multi/commercial dev		n/a
Section 3.2	Auto service Station, commercial garage, gasoline bar, car washing			n/a
Section 3.10	Drive Through			n/a





*Landscaped*

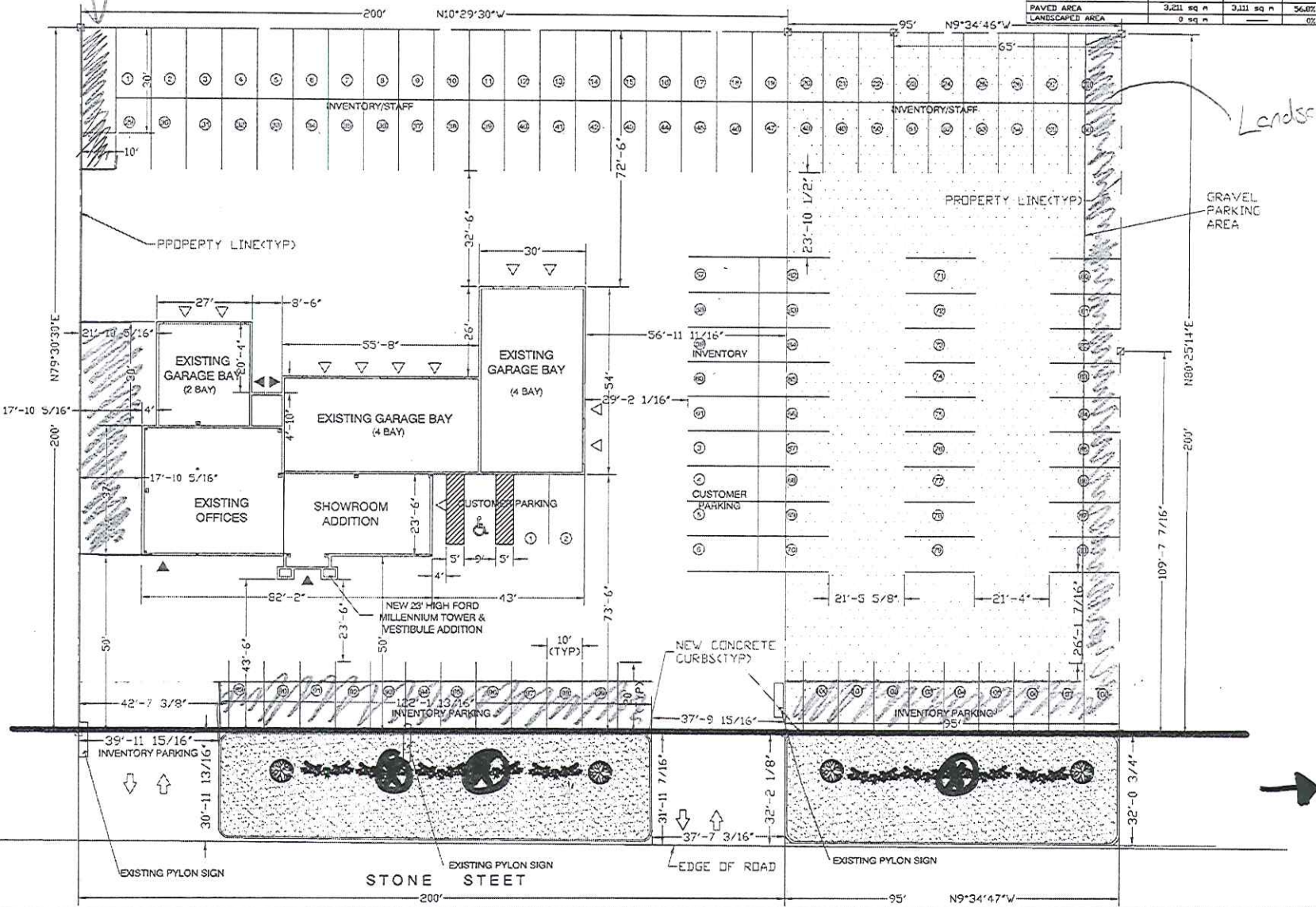
LANDSCAPING LEGEND	
	HONEY LOCUST TREE
	JUNIPER BUSH

SITE PLAN STATISTICS			
ZONE	COMMERCIAL	DESCRIPTION	
USE	CAR SHOWROOM	EXISTING	PROPOSED % OF LOT
		LOT AREA	3,716 sq. m
		EXISTING	5,481 sq. m
		PROPOSED	13.26 %
		FRONT YARD SETBACK	13.24 m
		REAR YARD SETBACK	22.10 m
		SIDE YARD SETBACK	12.43 m
		SIDE YARD SETBACK	5.44 m
		BUILDING HEIGHT	5.29 m
		LOT OCCUPANCY	13.67
		BUILDING AREA	905 sq. m
		PARKING SPACES	114
		PAVED AREA	3,211 sq. m
		LANDSCAPED AREA	0 sq. m

21 MILLEDALE AVE. TEL: 913-631-7674  
 KINGSTON, ONTARIO CAN. 813-581-3478  
 BOX 102 FAX: 613-531-0000

**E.R. TROUGHT**  
**DESIGN INC.**

THIS DRAWING AND DESIGN ARE THE PROPERTY OF E.R. TROUGHT DESIGN INC. AND SHALL NOT BE COPIED, REPRODUCED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF E.R. TROUGHT DESIGN INC.



*Landscaped*

PROPOSED ADDITION TO  
 CODE FORD DEALERSHIP

655 STONE ST. NORTH, GANANOUQUE

ARNOLD P. CHASSON

DATE: **MAR 8, 2012**

SCALE: 5/64" = 1'0"

PROJECT NO. CHASSON



**PROPOSED SITE PLAN AS PER BYLAW**

DATE: **MAR 8, 2012**

SCALE: 5/64" = 1'0"

PROJECT NO. CHASSON

**SP2**

Trees to be installed as per Town specs provided.

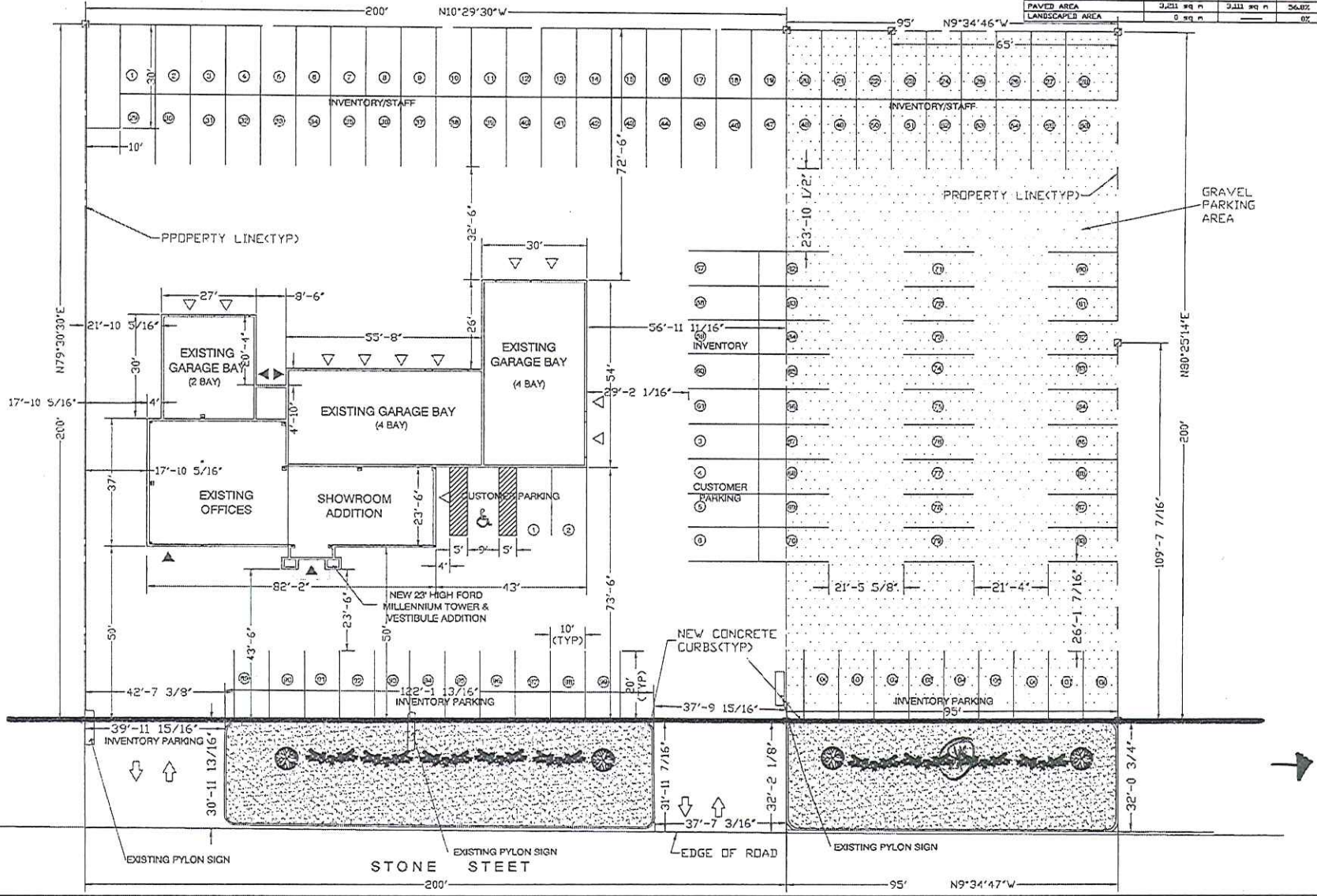
LANDSCAPING LEGEND

-  HONEY LOCUST TREE
-  Japanese Lilac
-  JUNIPER BUSH

SITE PLAN STATISTICS			
DESCRIPTION	EXISTING	PROPOSED	% OF LOT
LOT AREA	3,716 sq. m	5,401 sq. m	
FRONT YARD SETBACK	19.24 m	19.24 m	
REAR YARD SETBACK	20.10 m	20.10 m	
SIDE YARD SETBACK (LEFT)	17.47 m	17.47 m	
SIDE YARD SETBACK (RIGHT)	6.14 m	6.14 m	
BUILDING HEIGHT	3.36 m	7.0 m	
LOT OCCUPANCY	13.62%	16.42%	
BUILDING AREA	503 sq. m	603 sq. m	11.02%
PARKING SPACES	14	14	
BARRIER FREE	1	1	
PAVED AREA	3,211 sq. m	3,111 sq. m	84.0%
LANDSCAPED AREA	0 sq. m	0 sq. m	0%



THIS DRAWING AND DESIGN ARE THE SOLE PROPERTY OF E. R. TROUGHT DESIGN INC. AND SHALL NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM WITHOUT THE EXPRESS WRITTEN CONSENT OF THE ENGINEER.



PROPOSED ADDITION TO CODE FORD DEALERSHIP

633 STONE ST. NORTH, GANANOQUE

ARNOLD P. CHASSON

PROPOSED SITE PLAN - CIRCULATE

DATE: 2012	SCALE: 5/64" = 1'0"	DRAWING NO.:
REV.:	DATE: MAR 8, 2012	PROJECT NO.:
DRAWN BY:		CHK'D BY:

Trees to be installed as per Town specs provided

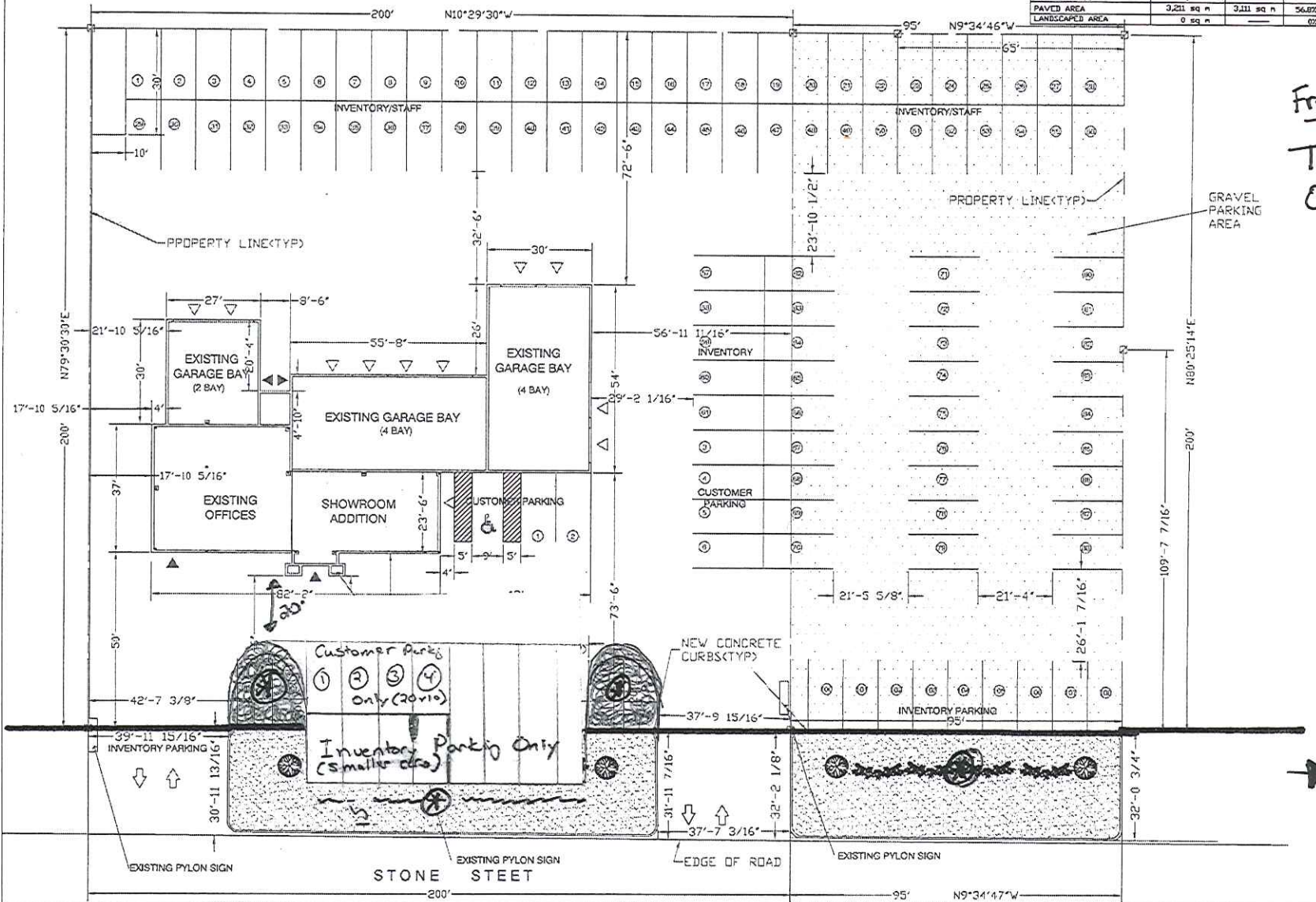
LANDSCAPING LEGEND

- HONEY LOCUST TREE / Japanese Liboc
- JUNIPER BUSH

SITE PLAN STATISTICS			
ZONE	COMMERCIAL	CAR SHOWROOM	
DESCRIPTION	EXISTING	PROPOSED	% OF LOT
LOT AREA	3,716 sq. m	3,201 sq. m	
FRONT YARD SETBACK	19.24 m	13.26 m	
REAR YARD SETBACK	22.10 m		
SIDE YARD SETBACK (LEFT)	12.27 m		
SIDE YARD SETBACK (RIGHT)	8.44 m		
BUILDING HEIGHT	5.56 m	7.0 m	
LOT OCCUPANCY	13.62%	16.22%	
BUILDING AREA	505 sq. m	605 sq. m	11.02%
PARKING SPACES	114		
BARBER FEE			
PAVED AREA	3,211 sq. m	3,111 sq. m	56.82%
LANDSCAPED AREA	0 sq. m		0%



THIS DRAWING AND DESIGN ARE THE PROPERTY OF E.R. TROUGHT DESIGN. NO PART SHALL BE COPIED, REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS WITHOUT THE EXPRESS WRITTEN CONSENT OF THE DESIGNER.



Front door option:  
 Two-way aisle - 6m / 19.7'  
 One-way aisle - 3.5m / 11.5'

Customer Parking - 20' x 10'  
 Inventory Parkg - 18' x 10'




PROPOSED ADDITION TO CODE FORD DEALERSHIP

655 STONE ST. NORTH, GANANOOUE  
 ARNOLD P. CHASSON

PROPOSED SITE PLAN - Option presented after circulation

DATE	ERT	SCALE	DATE
3/1/12		1/8" = 1'-0"	
3/1/12			
3/1/12			
DATE	ERT	SCALE	DATE
MAR 8, 2012			

SP2

LANDSCAPING LEGEND	
	HONEY LOCUST TREE
	JUNIPER BUSH
	JAPANESE LILAC IN PLANTER

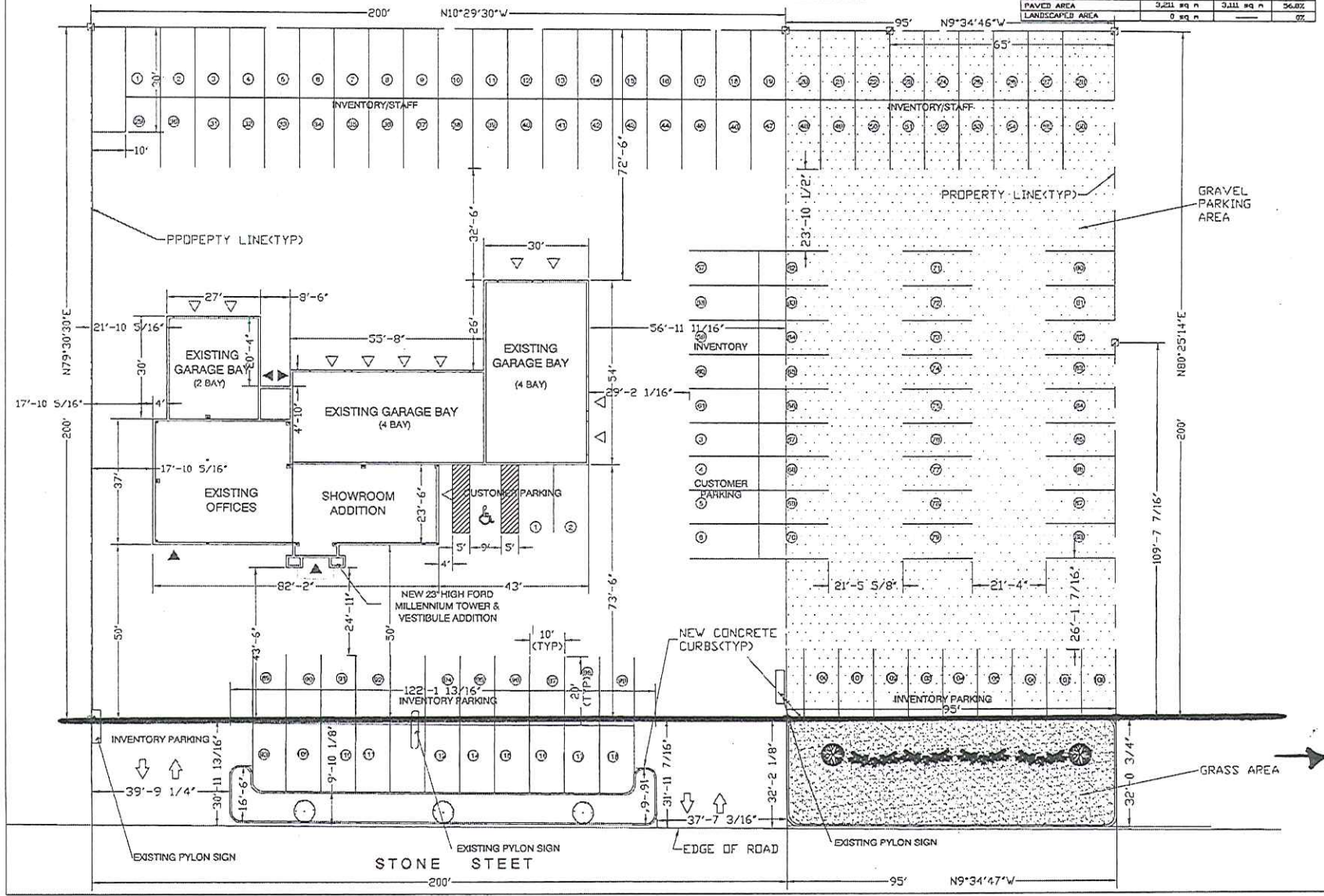
SITE PLAN STATISTICS				
ZONING	COMMERCIAL	EXISTING	PROPOSED	% OF LOT
LOCAL	LOCAL			
		DESCRIPTION		
		LULU AREA	3,716 sq. m	5.48%
		FRONT YARD SETBACK	15.24 m	11.26%
		REAR YARD SETBACK	20.10 m	
		SIDE YARD SETBACK	17.47 m	
		CHILD YARD SETBACK	4.57 m	
		BUILDING HEIGHT	5.36 m	7.0 m
		LOT OCCUPANCY	100%	100%
		BUILDING AREA	500 sq. m	600 sq. m
		PARKING SPACES	124	
		BARRIER FREE	J	
		PAVED AREA	3,211 sq. m	3,111 sq. m
		LANDSCAPED AREA	0 sq. m	0%

37 HILDON AVE. TEL 905-881-7878  
 MISSISSAUGA, ONTARIO L4X 1L7 CANADA  
 FAX 905-881-0008



**E.R. TROUGHT  
DESIGN INC.**

THIS DOCUMENT AND DESIGN ARE THE PROPERTY OF E. R. TROUGHT DESIGN AND SHALL NOT BE COPIED, REPRODUCED OR DISTRIBUTED IN ANY MANNER WITHOUT THE EXPRESS WRITTEN CONSENT OF THE DESIGNER.



CLIENT: [ ]

PROJECT: [ ]

DATE: [ ]

SCALE: [ ]

PROPOSED ADDITION TO  
CODE FORD DEALERSHIP

655 STONE ST. NORTH, CANANODUE


ARNOLD P. CHIASSON

PROPOSED SITE PLAN - Submitted  
by applicant March 22/11

DATE	BY	SCALE	REVISION
5/16/11	WY	1/4"	
MAR 21, 2012			

PROJECT NO. [ ]

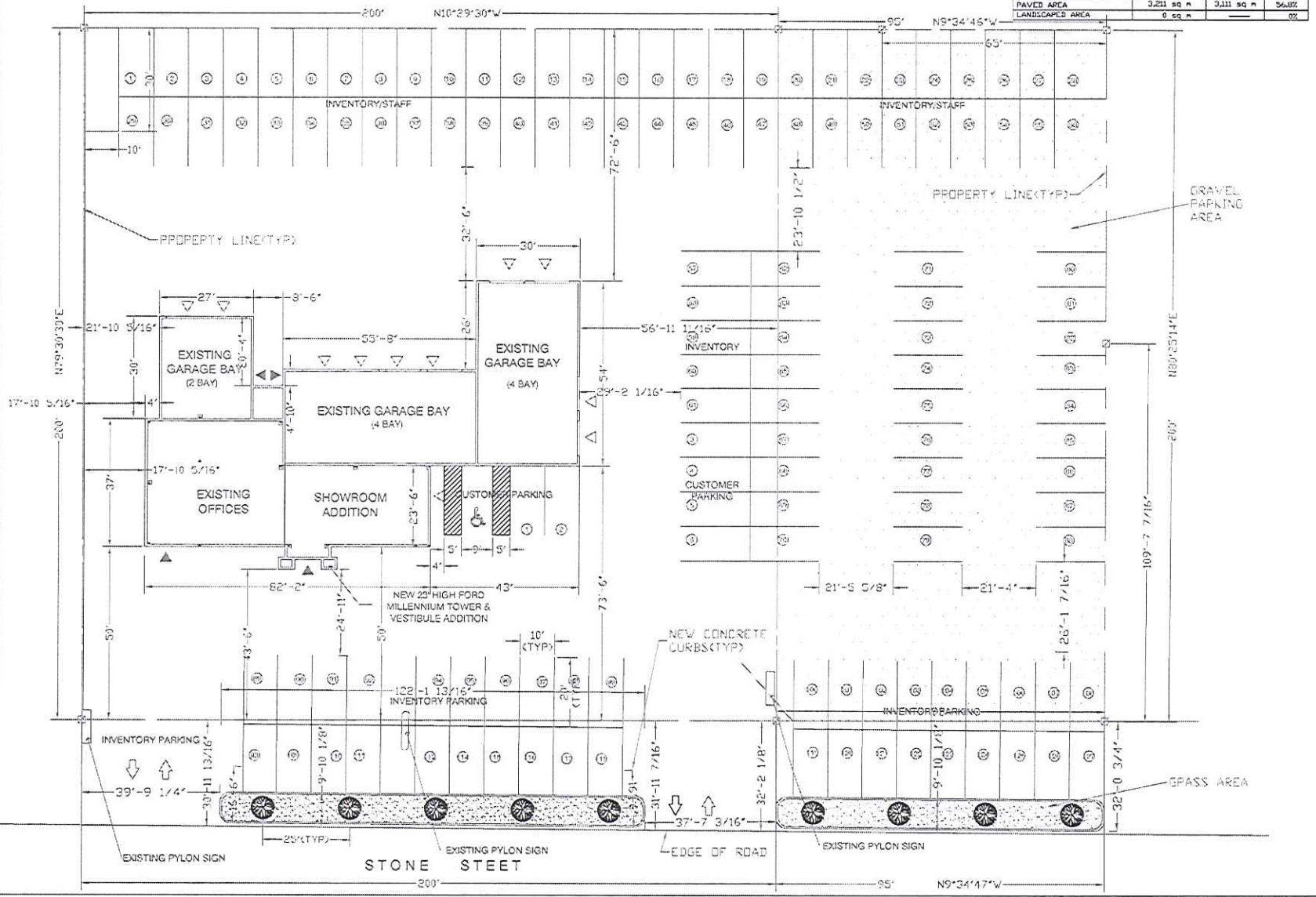
DESIGNER [ ]

LANDSCAPING LEGEND	
	HONEY LOCUST TREE

SITE PLAN STATISTICS				
ZONING / COMMERCIAL USE	DESCRIPTION	EXISTING	PROPOSED	% OF LOT
CAR SHOWROOM	LOT AREA	3,216 sq. ft.	5,200 sq. ft.	
	FRONT YARD SETBACK	15.24 m	13.26 m	
	REAR YARD SETBACK (AST)	22.10 m		
	SIDE YARD SETBACK (AST)	12.80 m		
	SIDE YARD SETBACK (NORTH)	4.34 m		
	BUILDING HEIGHT	5.36 m	7.0 m	
	FLEX OCCUPANCY	13.6%	16.3%	
	BUILDING AREA	505 sq. m	605 sq. m	11.02
	PARKING SPACES	100		
	BARRIER FREE	1		
PAVED AREA	3,221 sq. m	3,111 sq. m	56.02	
LANDSCAPED AREA	0 sq. m		0%	



DESIGNED BY: E.R. TROUGHT DESIGN INC.  
DATE: 2012-01-21  
SCALE: AS SHOWN  
NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF E.R. TROUGHT DESIGN INC.



PROPOSED ADDITION TO  
CODE FORD DEALERSHIP

655 STONE ST. NORTH, GANANOQUE

ARNOLD P. CHIASSON

PROPOSED SITE PLAN

DATE	ERT	DATE	ERT
2012	1/21	2012	1/21
SCALE	1" = 5/64" = 10'		
DATE	MAR 21, 2012		
PROJECT	SP2		