

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

On Tuesday, February 23, 2021 Via Webex Teleconference Meeting

COMMITTEE MEMBERS PRESENT		STAFF PRESENT
Chair:	Mayor Ted Lojko	Brenda Guy, Mgr of Planning/Development
Members:	Councillor Mike Kench	Chanti Birdi, Assistant Planner
	John Beddows	
	Lynda Garrah	
	Emery Groen	
	Chris McDonald	
	Jana Miller	
	Marion Sprenger	
	Brian Brooks	

1.	Call Meeting to Order
	Chair Ted Lojko called the meeting to order at 6:00 PM.
2.	Adoption of the Agenda
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	PAC-COA-PSC Motion #2021-04
	Moved by: Chris McDonald Seconded by: Marion Sprenger
	BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF
	ADJUSTMENT/PROPERTY STANDARDS COMMITTEE ADOPT THE AGENDA
	DATED FEBRUARY 23, 2021.
	CARRIED
	CARRIED
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3.	Disclosure of Pecuniary Interest & General Nature Thereof – None
4.	Adoption of the Minutes
	PAC-COA-PSC Motion #2021-05
	Moved by: Jana Miller Seconded by: Brian Brooks
	BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF
	ADJUSTMENT/PROPERTY STANDARDS COMMITTEE ADOPT THE MINUTES
	DATED JANUARY 26, 2021.
	CARRIED
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5.	Deputations – None
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6. Reports/New Business

Development Permit Application – DP2021-01 – 335 Henrietta Street

The Committee considered a requested variance from the Development Permit Bylaw to permit sleeping accommodations within the cellar of the existing single family dwelling.

The Committee discussed the application in terms of Building Code and Fire Code requirements related to bedrooms in cellars.

PAC-COA-PSC Motion #2021-06

Moved By: Chris McDonald **Seconded By:** Brian Brooks THAT PLANNING ADVISORY COMMITTEE approve DP2021-01 – 335 Henrietta Street (Ongwanada) to permit a sleeping accommodation in the cellar of the existing building provided the following conditions are met:

- All Fire Code and Building Code requirements be met.
- All costs associated with fulfilling the conditions of this decision are borne by the Owner.

CARRIED

Development Permit Application – DP2021-02 – 787 King Street East

The application requested approval to clear the existing structures at the subject property and construct a restaurant with outdoor patio and drive-through facility.

The Committee discussed the application in terms of traffic, drive-through queuing, site circulation, maintenance of an existing right-of-way, parking accessibility and pedestrian access. Members of the public expressed concern of potential congestion in the right-of-way and increased traffic entering and exiting the site. The applicant spoke to the application in regards to the right-of-way, drive-through queuing and vehicular circulation throughout the site. The applicant noted that it would be ensured that emergency vehicles shall have access to the properties to the south with no hinderance.

PAC-COA-PSC Motion #2021-07

Moved By: Chris McDonald **Seconded By:** Mike Kench THAT PLANNING ADVISORY COMMITTEE recommends to Council that DP2021-02 – 787 King Street East (995423 Ontario Inc.) be approved provided the following conditions are met:

- Line painting be incorporated to address no parking on right-of-way, at entrance of queuing line,
- Final Stormwater Management plan be approved by Public Works,
- Final Ministry of Transportation approval of Site Plan, Traffic Study and Stormwater Management plan is obtained,
- Applicant to confirm location of natural gas pipelines, as per Union Gas requirements,
- CRCA permits be obtained for work within 30 m of sensitive lands, as outlined in the agency letter dated February 17, 2021,
- Owners enter into an agreement with the Town within one year of approval,
- All costs associated with fulfilling the conditions of this decision are borne by the Owner.

	CARRIED		
Development Permit Application – DP2021-03 – 95 King Street East			
	The Committee considered a proposal to convert the Heritage Tourist Inn into a 6-room retirement Home, as described under the Retirement Homes Act.		
	The Committee discussed the application in terms of heritage designation, use and parking requirements. The Owner confirmed that no changes to the heritage features were proposed and that the existing parking layout is proposed to accommodate the required parking.		
	 PAC-COA-PSC Motion #2021-08 Moved By: Councillor Mike Kench Seconded By: Jana Miller THAT PLANNING ADVISORY COMMITTEE recommends to Council that DP2021-03 – 95 King Street West (Jensen/Boudreau) be approved to permit a Retirement Home as per the Retirement Home Act provided the following conditions are met: All Fire Code and Building Code requirements be met. A copy of any applicable provincial approvals be forwarded to the Town prior to commencing use. All costs associated with fulfilling the conditions of the decisions are borne by the Owner. 		
7.	Correspondence/Other	G. I.I. II.	
	 Official Plan Review and Discussion Member Lynda Garrah provided an overview of the Lowertown Study and consultation processes involved in its creation. The Committee discussed the relevance and role of the Lowertown Study in the Official Plan Update process. Draft Development Charges By-law The Committee received the background study for information. Correspondence from TLTI dated February 8, 2021 re: Administrative Amendments to text of Zoning By-law. The Committee received the correspondence for information. 		
8.	Next Regular Meeting – March 23, 2021		
9.	Questions From the Media – None		
10.	Adjournment		
	PAC-COA-PSC Motion #2021-09 Moved by: Councillor Mike Kench THAT PAC/COA/PSC BE ADJOURNED AT 9:00 PM.		
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Ted Lojko, Chair		Brenda Guy, Committee Secretary	