

**PLANNING ADVISORY COMMITTEE REGULAR MEETING MINUTES**

**Wednesday, May 28, 2014**

The Township of Rideau Lakes Planning Advisory Committee held a Regular Meeting on Wednesday, May 28, at the Municipal Office in Chantry, Ontario.

The following committee members were in attendance: Councillors Rob Dunfield, Cathy Monck, Robert Taylor, Ron Pollard, Paul Smith and Mayor Holman. Brittany Mulhern, A/Manager of Development Services and Jason Sands, Associate Planner were also in attendance.

Chairperson Ron Pollard called the meeting to order at 1:00 p.m.

**RECOMMENDATION #1**

Moved By: Cathy Monck  
Seconded By: Robert Taylor

That this Committee adopt the Agenda, as submitted.

Carried:

**DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF:**

Chairperson Pollard asked if anyone had a pecuniary interest and the general nature thereof regarding any of the applications and none were declared.

**ADOPTION OF MINUTES:**

Minutes of the Planning Advisory Regular Meeting held May 14, 2014 were distributed to the Committee. Chairperson Pollard asked for any errors, omissions or questions and none were heard.

**RECOMMENDATION #2**

Moved By: Paul Smith  
Seconded By: Robert Taylor

That this committee approve the Planning Advisory Committee Regular Meeting Minutes of May 14, 2014 as submitted.

Carried:

**NEW BUSINESS:**

**SP-16-2014 – FRANCIS EDWARD (NED) WOOTTON – WARD OF SOUTH CROSBY**  
**Concession 7, Part Lot 21, Civic Address: 393 Folly Road**

Ned Wootton attended this Planning Advisory Committee Meeting to discuss his Site Plan Application.

Jason Sands, Associate Planner, reviewed the application to develop a 600ft<sup>2</sup> rear addition to an existing 1200ft<sup>2</sup> non-complying dwelling on Newboro Lake within the Ward of South Crosby.

No members of the public attended this meeting to make comments regarding this application. As well, no written objections were received regarding Site Plan Application SP-16-2014.

Comments from the Rideau Waterway Development Review Team(RWDRT) and Paul Nixon, Chief Building Official for the Township of Rideau Lakes received after the agenda package was prepared were reviewed by the committee.

After discussion, the following resolution was duly moved and seconded:

**RECOMMENDATION #3**

Moved By: Robert Taylor  
Seconded By: Rob Dunfield

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that SP-16-2014, by Francis Edward (Ned) Wootton, of the Ward of South Crosby, be approved as submitted, with the following conditions:

**CONDITIONS:**

1. That this approval is based on the following specifications and that any deviation from these specifications will require subsequent review and approval by the Township:
  - a. The dimensions and location of the proposed structure(s) shall be consistent with the information noted in the site plan application (and updated information) and/or minor variance and the approved site plan drawing;
  - b. All setbacks and development parameters shall be consistent with the details noted in the approved site plan and compliant with Zoning By-law 2005-6 where no variance has been granted;
2. Existing vegetation within the 30m setback shall be generally maintained, except for that disturbed by the proposed development. The applicant shall encourage the development of a shoreline naturalization buffer (no disturbance area) extending 15m back from the high water mark. A moderate shoreline access path through this area is permitted;
3. That storm water runoff be captured and directed away from the lake to an area of infiltration;
4. That all outdoor lighting be downward cast, and as minimal as required to meet the required objectives;
5. That all materials used on the exterior of the structure be of a natural material or a colour reflective of the surrounding environment;
6. That the applicant maintain all on site drainage patterns;
7. That sediment and erosion control measures be implemented during all stages of construction. This must include some form of silt fencing between the areas of development and the lake. This fencing must remain in place until all areas that were disrupted are fully stabilized (i.e. no bare soils remain);
8. All excavated material is to be disposed of away from the lake, and all construction material shall be stored in a location well away from the lake; and
9. Future development not included in this application will be subject to review and approval by the Township, Conservation Authority and/or Parks Canada and any other governing agency or regulations where applicable.

Carried:

**BUSINESS ARISING FROM MINUTES:**

**CONSENT APPLICATIONS:**

**B-34-14; B-35-14 and B-36-14 – ROBERT VYE and MAJEL VYE – Ward of South Crosby  
Concession 6, Part Lot 2 and 3, RP 28R9485, Part 1 to 19**

Brittany Mulhern, A/Manager of Development Services provided an update regarding the above-noted Consent Applications for the creation of three new lots which were on the Planning Advisory Committee Agenda on May 14<sup>th</sup> and received a recommendation for approval at that time. Since this meeting staff received comments from the Rideau Waterway Development Review Team(RWDRT) stating concerns with the submitted Environmental Impact Study(EIS). The RWDRT had previously indicated no concerns prior to the May 14<sup>th</sup> PAC Meeting.

Comments from Paul Nixon, Chief Building Official, received after the Agenda was prepared were provided to Committee members as additional information.

After discussion, the following recommendation was duly moved and seconded:

**RECOMMENDATION #4**

Moved By: Robert Taylor  
Seconded By: Ron Holman

Notwithstanding the Planning Advisory Committee recommendation of May 14<sup>th</sup>, 2014, staff recommend that it be recommended to Council that it be further recommended to the Consent Granting Authority that B-34-14, B-35-14 & B-36-14 be deferred to address the deficiencies in the study identified by the Rideau Waterway Development Review Team and outlined in their updated comments dated May 20, 2014.

Carried:

**OTHER BUSINESS:**

1. **Housekeeping Zoning By-law Amendments:**

At 1:30 p.m. discussion regarding the Housekeeping Zoning By-law Amendments commenced. All Council members had been invited to attend this Planning Advisory Committee to participate in this discussion. Councillors Jeff Banks and Bob Lavoie were present. Councillor Linda Carr joined the meeting at 2:15 p.m. Councillor Cathy Livingston did not attend due to a prior commitment, however did provide comments prior to the meeting.

Brittany Mulhern, A/Manager of Development Service, provided a proposed list of changes compiled from Planning Advisory Committee recent discussions regarding the Housekeeping Zoning By-law Amendments. Ms. Mulhern's Report referencing specific sections of the Zoning By-law was reviewed with comments from Committee members and Councillors noted. Comments will be incorporated and a final document will be presented to the PAC at the next meeting.

The following recommendation was duly moved and seconded:

**RECOMMENDATION #5**

Moved By: Rob Dunfield  
Seconded By: Paul Smith

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that regarding the proposed Zoning By-law Housekeeping Amendments, that staff make the changes as discussed by the Planning Advisory Committee and provide the Final Draft of the proposed amendments to PAC at the next PAC Meeting.

Carried:

2. **Village of Delta – Draft CIP:**

Brittany Mulhern, A/Manager of Development Services, provided a verbal update regarding the draft Community Improvement Plan(CIP) for the Village of Delta which was provided at the last PAC Meeting for review. Committee members commented that Delta residents are pleased that the Municipality is attempting to address issues which will promote economic growth within the village.

Ms. Mulhern advised that a copy of the Draft CIP has been forwarded to the Ministry of Municipal Affairs & Housing(MMAH). Comments from the MMAH regarding the CIP document are expected within 30 days. A Public Meeting is tentatively scheduled for July 2<sup>nd</sup>.

After discussion, the following recommendation was duly moved and seconded:

**RECOMMENDATION #6**

Moved By: Cathy Monck  
Seconded By: Ron Holman

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that the Delta CIP process continue with the Draft CIP document provided by staff.

Carried:

Brittany Mulhern, A/Manager of Development Services, reviewed the Manager's Report noting the following information provided for the Committee's information:

1. **Manager-approved Site Plans**

1.1 SP-15-2014 – Bastard & South Burgess

2. **Manager-approved Consent Approvals:**

None approved during the period.

3. **Updates, Notices and Communications:**

3.1 **Tay Valley Township – Zoning Amendment Notice:**

An Amendment to a Zoning Amendment Application was received from Tay Valley Township (Geographic Township of Sherbrooke), Concession 2, Part Lot 7 & 8, to permit a single family dwelling on a lot with access from a private road. In keeping with the Township`s established policy, no comments have been filed by staff as this development does not appear to impact residents within the Township of Rideau Lakes.

**RECOMMENDATION #7**

Moved By: Paul Smith  
Seconded By: Ron Holman

That the Planning Advisory Committee acknowledges the written and verbal reports of Brittany Mulhern, A/Manager of Development Services regarding matters provided for information purposes.

Carried:

**ADJOURNMENT:**

The chairperson declared the Planning Advisory Committee Meeting adjourned at 2:55 p.m., until the next Regular Meeting.

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Ron Pollard  
Chairperson

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Brittany Mulhern  
Secretary