

**PLANNING ADVISORY COMMITTEE REGULAR MEETING MINUTES**  
**Wednesday, August 23, 2017**

The Township of Rideau Lakes Planning Advisory Committee held a Regular Meeting on Wednesday, August 23, 2017 at the Municipal Office in Chantry, Ontario.

The following Committee members were in attendance: Councillors Ron Pollard, Cathy Livingston, Linda Carr, and Mayor Ron Holman. Councillor Cathy Monck and Arie Hoogenboom were absent with prior notice. Michael Otis, Manager of Development Services and Malcolm Norwood, Associate Planner were also in attendance.

**ADOPTION OF THE AGENDA:**

**RECOMMENDATION #1**

Moved By: Linda Carr

Seconded By: Cathy Livingston

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that the following item be added to the agenda:

1. Briggsport Subdivision Update as item 7.2.

Carried:

**RECOMMENDATION #2**

Moved By: Linda Carr

Seconded By: Cathy Livingston

That this Committee adopt the Agenda, as amended.

Carried:

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

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

**ADOPTION OF MINUTES:**

Minutes of the Planning Advisory Committee Regular Meeting held August 9, 2017 were distributed to the Committee. Chairperson Pollard asked for any errors, omissions or questions.

Councillor Carr noted an error regarding the Manager's Report where a delegated Site Plan was recorded as being in the Ward North Crosby where the property is actually in the Ward of South Crosby.

**RECOMMENDATION #3**

Moved By: Cathy Livingston

Seconded By: Ron Holman

That this Committee approve the Planning Advisory Committee Public Meeting Minutes of August 9, 2017, as submitted.

Carried:

**RECOMMENDATION #4**

Moved By: Cathy Livingston  
Seconded By: Ron Holman

That this Committee approve the Planning Advisory Committee Regular Meeting Minutes of August 9, 2017, as submitted.

Carried:

**BUSINESS ARISING FROM MINUTES:**

**OTTER-HUTTON CREEK NATURAL HAZARD MAPPING**

Malcolm Norwood, Associate Planner, provided a verbal update concerning the Otter-Hutton Creek Natural Hazard Mapping zoning by-law amendment that was deferred at the August 9<sup>th</sup> meeting. Mr. Norwood stated that the RVCA met with concerned residents to review the individual properties. The outcome of the meeting was that all residents present would either not be affected by the proposed changes, or are not subject to further restrictions than what was already placed on the property.

Mr. Norwood also stated that no public comments have been received since the August 9<sup>th</sup> meeting and recommends that the Committee move forward with the zoning by-law amendment.

The Committee discussed posting maps of the affected areas on the municipal website.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #5**

Moved By: Ron Holman  
Seconded By: Linda Carr

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that ZBA-5-2017 is approved as submitted.

Carried:

**SITE PLAN APPLICATIONS**

**SP-30-2017 – DAVID WISEHAUPT – WARD OF SOUTH CROSBY**

**Concession 7, Part Lot 19, RP 28R616, Part 1, Island 242**  
**Concession 7, Part Lot 19, RP 28R67, Part 5, Island 242 Part**  
**Civic Address: 293A Isthmus Road**

Malcolm Norwood, Associate Planner, reviewed the application originally discussed at the July 26<sup>th</sup> meeting. Mr. Norwood stated that the applicants amended their original application and are now proposing to construct a 528sqft side addition.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #6**

Moved By: Linda Carr  
Seconded By: Ron Holman

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that SP-30-2017 – David Wisehaupt, of the Ward of South Crosby, is approved as submitted provided the attached conditions are complied with:

**CONDITIONS:**

1. That any remaining roof construction built within the 20.7m water setback be removed prior, or concurrently with, the issuance of a building permit for the proposed enclosure of the existing deck;
2. 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;
3. Existing vegetation between the proposed addition and the abutting property to the north be maintained and enhanced to mitigate against any potential land use compatibility issues;
4. Existing vegetation within the 30m setback shall be maintained and enhanced, 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;
5. That storm water runoff be captured and directed away from the lake to an area of infiltration;
6. That all outdoor lighting be downward cast, and as minimal as required to meet the required objectives;
7. That all materials used on the exterior of the structure be of a natural material or a colour reflective of the surrounding environment;
8. That the applicant maintain all on site drainage patterns;
9. 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);
10. 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
11. 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:

**OTHER BUSINESS**

**B-15-17 – CHRISTIAN BANI & ROSALIA BANI (Agent: CRAIG HALPENNY)**

**Concession 4, Part Lot 22 & Part Lot 23, RP 28R12761, Parts 2 15, Ward of South Elmsley**

**Civic Address: 2 B12**

Alison Merkley, Administrative Assistant, stated that the application was returning to the Committee for procedural purposes.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #7**

Moved By: Ron Holman  
Seconded By: Cathy Livingston

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that Recommendation #3 from the July 12, 2017 Planning Advisory Committee meeting be amended to list the following conditions:

1. That the applicants and benefactors of the private road acknowledge through the completion of the consent that the Township has no control over the future upkeep and maintenance of any private road in the Township. The approval of the proposal is not an endorsement on the part of the Township as to the current or future adequacy of the private road. The Private Road related policies outlined in Sections 2.16 and 4.5 of the Official Plan apply.
2. That the applicant confirm through a qualified legal opinion that the lands under Part 2 28R-1462 in Lot 23 Con 4 in the ward of South Elmsley that are deemed the "Orton Lands" have merged on title with the subject property and are to be a part of the proposed severed lands;
3. That a copy of the registered plan for the newly severed lot be submitted to the Township, and that the applicants confirm by way of survey or through a surveyor, the total area of the severed and retained lands. And;
4. That the applicant supply the Township with a 5% cash in lieu of parkland fee for the newly created lot. Please contact the Township for a guide to completing this condition;
5. That a mutually beneficial legal right of way easement be established on B12 to ensure access to all lands served by B12, free of any encumbrances in perpetuity, and that conditions of the right-of-way be included in the new deed;
6. That a Zoning By-law amendment be obtained to rezone the portion of the severed lands that are currently zoned Rural (RU) to Open Space Special Exception (OS-X) with "conservation" as the only permitted use, and should this recommendation not be implemented, it is staff's recommendation that the subject application be denied.

Carried:

**BRIGGSPOUR SUBDIVISION UPDATE:**

Malcolm Norwood, Associate Planner, verbally reviewed the request for a one-year extension for the Briggsport Subdivision. Mr. Norwood stated that the United Counties of Leeds & Grenville (UCLG) approves the extension and requests that the Council of the Township of Rideau Lakes passes a resolution supporting the revised deadline.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #8**

Moved By: Ron Holman  
Seconded By: Linda Carr

That the Planning Advisory Committee recommend to Council to pass a resolution supporting a 1-year extension of Draft Plan Approval of the subdivision/condominium application 08-T-20001 (Whittler's Cove) until October 22nd, 2018.

Carried:

**MANAGER'S REPORT:**

1. **Manager Approved Site Plans:**
  - 1.1 SP-38-2016, 69 Adrains Creek Lane, Ward of North Crosby
  - 1.2 SP-27-2017, 5334 Salem Road, Ward of North Crosby
  - 1.3 SP-33-2017, 73 Indian Lake Road, Ward of South Crosby
  - 1.4 SP-35-2017, 6170 Island 108, Big Rideau Lake, Ward of Bastard & South Burgess
  
2. **Manager Approved Consents:**
  - 2.1 B-62-17, 164 Rideau Ferry Road, Ward of South Elmsley
  - 2.2 B-66-17, No Addressed Assigned, Ward of South Crosby
  
3. **Updates, Notices & Communications:**

None during period.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #9**

Moved By: Cathy Livingston  
Seconded By: Linda Carr

That the Planning Advisory Committee acknowledges the written and verbal reports of Michael Otis, Manager of Development Services regarding matters provided for information purposes.

Carried:

**ADJOURNMENT:**

The Chairperson declared the Planning Advisory Committee Meeting adjourned at 1:45 p.m. until the next Regular Meeting.

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Ron Pollard  
Chairperson

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Michael Otis  
Secretary