

## **PLANNING ADVISORY COMMITTEE REGULAR MEETING MINUTES**

**Wednesday, October 11, 2017**

The Township of Rideau Lakes Planning Advisory Committee held a Regular Meeting on Wednesday, October 11, 2017 at the Municipal Office in Chantry, Ontario.

The following Committee members were in attendance: Councillors Ron Pollard, Arie Hoogenboom, Cathy Livingston, Cathy Monck, Linda Carr, and Mayor Ron Holman. Malcolm Norwood, Associate Planner was also in attendance.

### **ADOPTION OF THE AGENDA:**

#### **RECOMMENDATION #1**

Moved By: Arie Hoogenboom

Seconded By: Cathy Livingston

That this Committee adopt the Agenda, as submitted.

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 Public & Regular Meeting held September 27, 2017 were distributed to the Committee. Chairperson Pollard asked for any errors, omissions or questions and none were heard.

#### **RECOMMENDATION #2**

Moved By: Linda Carr

Seconded By: Cathy Monck

That this Committee approve the Planning Advisory Committee Regular Meeting Minutes of September 27, 2017, as submitted.

Carried:

### **NEW BUSINESS:**

#### **SITE PLAN APPLICATIONS**

##### **SP-39-2017 – SAND LAKE MARINA (Agent: DAVID GLOVER) – WARD OF SOUTH CROSBY**

**Concession 6, Part Lot 8, RP 28R3707, Part Pt 1, RP 28R13132, Parts 2 to 5, 7 and 8**

**Civic Address: 222 Hughs Road**

Malcolm Norwood, Associate Planner, reviewed the application to development a 9800sqft accessory structure for storage for commercial purposes.

Mr. Norwood stated that the proposed development meets all required setbacks, however staff require an amended Site Plan drawings to confirm the number and location of parking spots as well as adequate laneways on the property. Mr. Norwood stated that marine facilities are considered to have high automotive use due to the number of individual vehicles with trailers both launching and retrieving their vessels.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #3**

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 SP-39-2017 – Sand Lake Marina (Agent: David Glover), of the Ward of South Crosby, is approved as submitted.

**CONDITIONS:**

1. That an updated site plan drawing is submitted to address revised parking spaces and driveways in accordance with the Zoning By-Law requirements.
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, proposed structure and services **shall be consistent with** the information noted in the site plan application and the approved site plan drawing;
  - b) The proposed structure shall be developed in a manner consistent with the approved design;
3. That the minimum required parking spaces as per section 3.15.1 of the Zoning By-law be provided and this includes 106 parking spaces for the commercial use;
4. That the proposed parking spaces to be indicated on the plan comply with sections 3.15.3 of the Zoning By-law. Accordingly the standard spaces shall be 2.75m by 6m. As per section 3.15.4 the 4 required parking spaces for the physically disabled shall be 3.7m by 6m. The parking for the physically disabled shall be marked appropriately including signage;
5. That the driveway and parking access approach shall comply with Section 3.15.5. Accordingly the driveway width along the south wall of the addition shall be a minimum of 6m and the parking access approach shall be a minimum of 6m;
6. Prior to the issuance of building permits the designs/elevations with the proposed façade materials for all relevant structures are to be submitted to the Planning Department for review and approval to ensure that the proposed design plans for the building façades are consistent with the Township's Design Guidelines and are fitting with the surrounding landscape and development context;
7. That the lighting used be downcast in nature and as minimal as required to meet safety and functional needs for the site;
8. In developing and grading the property the applicants shall have regard for stormwater and snowmelt management practices which provide consideration for the adjacent structures and development and the local drainage patterns;
9. Existing vegetation within the 30m setback shall be generally maintained. The applicant shall encourage the development of a shoreline naturalization buffer (no disturbance area) extending 15m back from the high water mark consistent with the site's use and operational needs. Shoreline access paths and water oriented amenity areas through this area is permitted;
10. The existing lot drainage be maintained. If alteration is required for the proposed development and services, before work commences a lot grading and draining plan shall be required. This plan shall

include surface water management practices which will ensure no negative impacts on adjacent properties;

11. 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);
12. That an updated site plan reflecting the conditions be submitted prior to an agreement being entered into. This plan, if conforming to the conditions, can be approved by the Associate Planner in the Development Services Department.
13. 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:

### **ROAD CLOSURE REQUESTS**

#### **RC-3-2017 – BERYL GRAY ESTATE (Agent: JANE MONAGHAN) – WARD OF SOUTH CROSBY**

##### **Concession 1, Part Lot 12**

**Civic Address: 357 Main Street**

Agent Jane Monaghan was in attendance to discuss the Road Closure requests.

Malcolm Norwood, Associate Planner, reviewed the application to close a portion of the road allowance. Mr. Norwood stated that neighbouring properties have successfully closed portions of the road allowance that intersected their property, and that the proximity of the property to County Road 8 indicates that it is unlikely that the road allowance would be needed in the future.

The following Recommendation was duly moved and seconded:

#### **RECOMMENDATION #4**

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 RC-3-2017, the request for the road allowance closure by Beryl Gray Estate (Agent: Jane Monaghan) proceed subject to the following conditions:

#### **CONDITIONS:**

1. That the applicant has an Ontario Land Surveyor provide the total area of the road allowance in question on Part of Lot 12 Concession 1 to the Township.

Carried:

**BUSINESS ARISING FROM MINUTES:**

**SP-41-2017 - OPINICON INC. (Agent: LINEBOX STUDIO) – WARD OF SOUTH CROSBY**

**Concession 8, Part Lot 16 & Part Lot 17**

**Civic Address: 1697 Chaffey's Lock Road**

Malcolm Norwood, Associate Planner, provided a verbal update about the Opinicon Phase II development proposal. Mr. Norwood stated that the agencies have requested the applicants provide additional information to assist with their review.

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that SP-41-2017 – Opinicon Inc. (Agent: Linebox Studio), of the Ward of South Crosby, is deferred to allow for:

1. Commenting agencies to provide feedback on the application's supporting documentation.

Carried:

**MANAGER'S REPORT:**

1. **Manager Approved Site Plans:**

- 1.1 SP-44-2016, 1185 North Shore Road – Unit 48, Ward of North Crosby
- 1.2 SP-38-2017, 3122 Highway 15, Ward of South Crosby
- 1.3 SP-43-2017, 10 O11A, Ward of South Elmsley

2. **Manager Approved Consents:**

None during period.

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

None during period.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #7**

Moved By: Linda Carr

Seconded By: Ron Holman

That the Planning Advisory Committee acknowledges the written and verbal reports of Malcolm Norwood, Associate Planner, regarding matters provided for information purposes.

Carried:

**ADJOURNMENT:**

The Chairperson declared the Planning Advisory Committee Meeting adjourned at 1:42 p.m. until the next Regular Meeting.

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Ron Pollard  
Chairperson

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Malcolm Norwood  
Secretary