

PLANNING ADVISORY COMMITTEE REGULAR MEETING MINUTES

Wednesday, October 25, 2017

The Township of Rideau Lakes Planning Advisory Committee held a Regular Meeting on Wednesday, October 25, 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, and Mike Dwyer, CAO, were also in attendance.

ADOPTION OF THE AGENDA:

RECOMMENDATION #1

Moved By: Cathy Monck

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 Regular Meeting held October 11, 2017 were distributed to the Committee. Chairperson Pollard asked for any errors, omissions or questions and none were heard.

RECOMMENDATION #2

Moved By: Arie Hoogenboom

Seconded By: Ron Holman

That this Committee approve the Planning Advisory Committee Regular Meeting Minutes of October 11, 2017, as submitted.

Carried:

NEW BUSINESS:

SITE PLAN APPLICATIONS

SP-44-2017 – RACHEL STOCKMAN & HAM HEES (Agent: RILEY CONSTRUCTION) – WARD OF BASTARD & SOUTH BURGESS

Concession 10, Part Lot 16, RP 28R7768, Part 1 to 15, Upper Beverley Lake

Civic Address: 255-259 UB2

Agent Steven Riley was in attendance to discuss the Site Plan application.

Malcolm Norwood, Associate Planner, reviewed the application to develop a 3 storey 4648.83sqft detached accessory dwelling with an attached garage, an attached uncovered 307.8sqft deck, and a proposed new septic system. The removal of one 660sqft cabin and one 96sqft accessory structure is also proposed.

Mr. Norwood stated that the primary use of the property is a Tourist Lodging Establishment that currently has three cabins and one shed. He continued to state that the proposed development is not intended to be used for commercial purposes at this time, but could become part of the existing tourist lodging establishment in the future.

The CRCA had no objections.

The following Recommendation was duly moved and seconded:

RECOMMENDATION #3

Moved By: Cathy Livingston

Seconded By: Cathy Monck

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that SP-44-2017 – Rachel Stockman & Ham Hees (Agent: John Riley), of the Ward of Bastard & South Burgess, is approved as submitted provided the attached conditions are complied with:

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, proposed structure and services **shall be consistent with** the information noted in the site plan application 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 2005-06 where no variance has been granted;
2. That all mitigation measures recommended through the “Scoped Environmental Impact Assessment, 259 Ub2 Road, Delta, ON” that was prepared by McIntosh Perry Consulting Engineers Ltd. and is dated October 25, 2016 be adhered to;
3. That the minimum required parking spaces as per section 3.15.1 of the Zoning By-law be provided and demonstrated on the submitted Site Plan drawing. This shall include 1 parking space for each cabin (2 total) and 2 parking spaces for the accessory dwelling which can be in tandem;
4. That is the accessory dwelling is used for commercial purposes then additional parking spaces will be required to be demonstrated on the submitted site plan;
5. That the minimum driveway width shall be 6m and be composed of a low impact and low dust surface, like gravel;
6. That the Ministry of Natural Resources and Forestry (MNRF) be contacted immediately if any species at risk are observed;
7. That all outdoor lighting be downward cast, and as minimal as required to meet the required objectives;
8. That all materials used on the exterior of the structure be of a natural colour or material that is reflective of the surrounding environment;
9. That storm water runoff be captured and directed to an area of infiltration;
10. That 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. Existing vegetation within the 30m setback and in the northern interior side yard 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;

12. 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, and;
13. That an updated site plan reflecting the parking conditions be submitted prior to an agreement being entered into. This plan, if conforming to the conditions, can be approved by the Associate Planner.

Carried:

SP-46-2017 – DOUG SHEFFIELD & WENDY SHEFFIELD – WARD OF SOUTH CROSBY

Concession 8, Part Lot 19, Plan 213, Lot 12

Civic Address: 173 Indian Lake Road

Owner Doug Sheffield was in attendance to discuss the Site Plan application.

Malcolm Norwood, Associate Planner, reviewed the application to application to construct a 2 storey 1360sqft rear addition and increasing the height of a portion of the non-complying existing structure.

The following Recommendation was duly moved and seconded:

RECOMMENDATION #4

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-46-2017 –Doug Sheffield & Wendy Sheffield, of the Ward of South Crosby, is approved as submitted provided the attached conditions are complied with:

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 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;
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:

SITE PLAN APPLICATIONS

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 brief update concerning the application that was previously deferred at the September 27th and October 11th Planning Advisory Committee meetings.

Mr. Norwood stated that agencies are waiting for additional information before providing comments about the Opinicon Phase II development proposal. He continued to state that the application has been approved in principle but still requires an official decision.

The Committee members discussed the proposed development and the possibility of calling a special meeting should the desired information be submitted to the agencies and comments are received.

PLAN OF CONDOMINIUM

#08-T-16004 – ALAN BRESEE & DONNA BRESEE

(Agents: DANA & GEORGE McCOLLOCH, & GROUNDWORK ENGINEERING LTD.) – WARD OF NORTH CROSBY

Concession 9, Part Lot 16, RP 28R14107 Parts 1, 2, 4 to 9, 11, 12 & Part Parts 3 and 10

Civic Address: Not yet assigned

Agents Dana & George McCulloch and Agent Martin Burger from Groundwork Engineering Ltd. were in attendance to discuss Plan of Condominium #08-T-16004.

Malcolm Norwood, Associate Planner, reviewed the proposal for a Plan of Condominium known as "Lloyd's Lane" and the proposed conditions for draft approval.

The Committee and agents discussed that proposed conditions, including the enhancement of roadways.

Chairperson Pollard asked if any of the public present had any comments regarding the Plan of Condominium. Property owner Bruce Thompson inquired about the need for a condominium and whether the applicants

would have to complete certain aspects by an established deadline. Mike Dwyer, CAO, answered the questions.

The following Recommendation was duly moved and seconded:

RECOMMENDATION #5

Moved By: Arie Hoogenboom

Seconded By: Linda Carr

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that the Plan of Condominium application #08-T-16004 be recommended for draft approval by the approval authority with the following conditions:

1. The Owner acknowledges and agrees that the Township may implement whatever supplemental measures necessary to address the development. These measure may include, but not be limited to, separate development agreements, revised studies that meet the required Federal, Provincial and Municipal standards at the time of registration of the phase or implementing of holding zones in any implementing zoning by-law in accordance with Section 36(1) of the Planning Act. This shall be to the satisfaction of the Township;
2. That a final version of the "Storm Water Management Report, Lloyd's Lane Estates, Westport, Ontario (Groundwork Engineering)" be completed to the satisfaction of the Township and the Rideau Valley Conservation Authority, and that appropriate text to implement its findings shall be included in the Subdivision Agreement;
3. The Owner shall address, to the satisfaction of the Township, the legal status of the lands prior to the date of registration of the plan;
4. Lot grading and driveways/entrances are to be completed in accordance with approved plans and applicable by-laws;
5. That a Zoning By-Law Amendment to By-Law 2005-6 be approved related to rezone Lots 1 – 10 & 13 from Rural (RU) to General Residential (RG) and Lots 11 & 12 from Rural (RU) to Waterfront Residential Special Exception (RW-X) to enforce a 40m setback from the High Water Mark;
6. That such easements as may be required for services, drainage purposes and the like shall be granted to the applicable authority at no cost;
7. That it be confirmed by way of survey that the abutting Township roads (10th Concession & 9th Concession) are 33ft from the centreline to the front lot lines. If 33ft is not established, conveyance to the Township of an amount equal to the deficiency shall be required. The lands to be transferred for road widening purposes shall be free and clear of any and all encumbrances;
8. That the livestock facility located on the subject property undergo a change in use permit, be demolished, or moved to the satisfaction of the Township in order to mitigate against any MDS issues identified by the Township and in the Agricultural Impact Assessment that was prepared by Beacon Environmental in June 2015;
9. That the applicant provide a 5% cash in lieu of parkland fee to the Township;

10. That if any archaeological resources, including human remains of potential Aboriginal interest are encountered during any stage of development, that the Algonquin's of Ontario Consultation Office will be contacted immediately;
11. That all recommendations contained in the Environmental Impact Assessment, Evergreen Golf Course, Wolfe Lake Subdivision prepared by Ecological Services and dated August 23 be adhered to;
12. That the applicant enter into a Subdivision Agreement and/or Development Agreement with the Township, which addresses all matters to the satisfaction of the Township, including but not limited to, the following:
 - a. Implement the conditions of the Environmental Impact Assessment, Evergreen Golf Course, Wolfe Lake Subdivision prepared by Ecological Services and dated August 23, 2016 that was submitted in support of the application;
 - b. Funding for upgrades to 9th Concession, including road widening, road base construction, and surface treatment of 130m of roadway from 10th Concession;
 - c. Appropriate design and upgrades to Lloyd's Lane in a manner consistent with the Township's Private Roads guidelines and/or sound engineering practices;
 - d. Entrances to subject properties;
 - e. Provision of adequate water for fire-fighting purposes;
 - f. Provision of onsite parking for each dwelling;
 - g. Standards related to lighting;
 - h. Standards related to the exterior design of dwellings;
 - i. Lot grading, drainage and slope stability works;
 - j. Standards relating to all applicable utilities with respect to the installation of servicing and associated easement(s);
 - k. Any phasing, construction timelines and securities the Township deems necessary;
 - l. A clause be included by the Owner, in wording acceptable to the Conservation Authority and the Township wherein the Owner commits to undertake any interim grading or drainage measures in accordance with the requirements established in all applicable and approved environmental management plans, stormwater management plans or other applicable reports. Any such works shall be in accordance with all federal and provincial legislation and established Township and Conservation Authority standards;
 - m. Appropriate erosion and sediment controls in accordance with the Guidelines for Erosion and Sediment Control for Urban Construction Sites (Government of Ontario 1987). No site preparation or development activity shall be undertaken prior to approval of the Stormwater Management Plan by the Conservation Authority and the Township;
 - n. Wording acceptable to the Conservation Authority and the Township, regarding long-term maintenance of the storm water plan, once approved;
 - o. That the recommendations of the Hydrological and Terrain Analysis by Malroz Engineering Inc. (dated October 13, 2016), the peer reviews of the study by Golder Associates (December 12, 2016 & August 4, 2016) and the response letters by Malroz Engineering Inc. (dated July 10, 2016, and October 4, 2017) be implemented;

- p. That the Township will not issue building permits until the grading has been completed to an extent satisfactory to the Township in accordance with the approved grade, drainage, and development plan;
- q. That the Township be permitted to review and provide comment on the proposed Condominium description;
- r. That all future Sales Agreements for applicable lots, note the findings of the Hydrological and Terrain Analysis Report by Malroz Engineering Inc and the peer reviews by Golder Associates which found:
 - i. Level 4 treatment unit with built in nitrate reducing capability (like the Norweco HydroKinetic system) will be required for Lot 13.

13. That the applicant assumes all legal and administrative expenses related to:

- a. Review of the Subdivision and/or Development Agreement;
- b. Any peer review or professional services required by the Township of Rideau Lakes to implement the conditions of development

Carried:

MANAGER'S REPORT:

- 1. **Manager Approved Site Plans:**
None during period.
- 2. **Manager Approved Consents:**
None during period.
- 3. **Updates, Notices & Communications:**
 - 3.1 Building Permit Application, 1407 County Road 8 (Philippsville Baptist Church)
 - 3.2 Town of Smiths Falls Notice, Consent Application B2-17

The following Recommendation was duly moved and seconded:

RECOMMENDATION #6

Moved By: Cathy Monck
Seconded By: Arie Hoogenboom

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 2:15 p.m. until the next Regular Meeting.

Ron Pollard
Chairperson

Malcolm Norwood
Secretary