

**PLANNING ADVISORY COMMITTEE REGULAR MEETING MINUTES
Wednesday, September 13, 2017**

The Township of Rideau Lakes Planning Advisory Committee held a Regular Meeting on Wednesday, September 13, 2017 at the Municipal Office in Chantry, Ontario.

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

Seconded By: Linda Carr

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. SP-36-2016 by Larry Bradley & Michele Bradley (Agent: Ric Stoness) as item 5.1.2
2. SP-36-2017 by Kevin Forman & Theresa Howe-Forman as item 5.2.2
3. SP-37-2017 by Tara Hodgdon & Dallas Hodgdon as item 5.2.3

Carried:

RECOMMENDATION #2

Moved By: Cathy Livingston

Seconded By: Linda Carr

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 23, 2017 were distributed to the Committee. Chairperson Pollard asked for any errors, omissions or questions.

RECOMMENDATION #3

Moved By: Linda Carr

Seconded By: Ron Holman

That this Committee approve the Planning Advisory Committee Regular Meeting Minutes of August 23, 2017, as submitted.

Carried:

NEW BUSINESS:

SITE PLAN APPLICATIONS

LARRY BRADLEY & MICHELE BRADLEY (Agent: RIC STONESS) – WARD OF NORTH CROSBY

Concession 2, Part Lot 4, RP 28R12718, Part 5

Civic Address: 50 Harris Point Lane

Agent Ric Stoness was in attendance to discuss the Site Plan application.

Malcolm Norwood, Associate Planner, stated the site plan control is related to zoning by-law amendment application ZBA-8-2017.

The following Recommendation was duly moved and seconded:

RECOMMENDATION #4

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 SP-26-2016 – Larry Bradley and Michelle Bradley (Agent: Ric Stoness), of the Ward of North 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 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 the applicant acknowledge that a condition of approval is that the accessory structure cannot be used for habitation and no kitchen or shower shall be permitted in the accessory structure. Similar wording shall be placed on the required building permit;
3. That all components of Section 3.7 of the Zoning By-law 2005-6 regarding home based businesses be adhered to, specifically:
 - There shall be no visible indication from the exterior of the presence of the home-based business other than one non-illuminated sign not larger than 1 m².
 - There shall be no open storage of inoperative or unlicensed motor vehicles or other materials, or outdoor animal enclosures.
 - There shall be no storage of hazardous materials such as paint or other flammable, corrosive or explosive substances.
 - With the exception of antique shops, there shall be no direct retail sale of goods other than those produced on the premises or those which are clearly incidental to a personal service or service outlet home-based business.

- A maximum of one person in addition to the dwelling occupant(s) may be employed in the home-based business, provided that the maximum number of persons employed in the home-based business shall not exceed three. For the purposes of this subsection, the number of persons shall be calculated on the basis of full-time equivalence.
 - Not more than one commercial vehicle related to the home based-business shall be kept on the premises.
 - The combined total floor area used for the home-based business within the accessory building and welling unit shall not exceed 720sqft (66.89m)
 - The home-based business shall not, in the opinion of the Township, change the predominantly residential character of the property or create or become a public nuisance with regard to noise, odours, vibration, heat, traffic, lighting or other annoyance;
4. 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. A shoreline access path through this area is permitted;
 5. Existing vegetation between abutting properties to the south (205 Adrains Creek Lane) and to the north (CON 4 PT LOT 4 RP 28R12718;PARTS 4 AND 6) be maintained and enhanced to assist in additional buffering;
 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 colour or material that is reflective of the surrounding environment;
 8. That storm water runoff be captured and directed away from the lake to an area of infiltration;
 9. That the applicant maintain all on-site drainage patterns;
 10. 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);
 11. 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
 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.

Carried:

SP-36-2017 – KEVIN FORMAN & THERESA HOWE-FORMAN – WARD OF SOUTH CROSBY
Concession 6, Part Lot 20, RP 28R3054, Part 4
Civic Address: 160 Folly Road

Owner Kevin Forman was in attendance to discuss the Site Plan application.

Malcolm Norwood, Associate Planner, reviewed the application to construct a 412.25sqft side addition to an existing 1250sqft non-complying dwelling.

The following Recommendation was duly moved and seconded:

RECOMMENDATION #5

Moved By: Linda Carr
Seconded By: Cathy Monck

That the Planning Advisory Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that SP-36-2017 – Kevin Forman and Theresa Howe-Forman, 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:

SP-37-2017 – TARA HODGDON & DALLAS HODGDON – WARD OF BASTARD & SOUTH BURGESS
Concession 1, Part Lot 3, RP 28R2278, Part 1, Otter Lake
Civic Address: 101 Deuces Lane

Owner Dallas Hodgdon was in attendance to discuss the Site Plan application.

Malcolm Norwood, Associate Planner, reviewed the application to construct a 542.75sqft side addition to an existing 593sqft non-complying dwelling.

The following Recommendation was duly moved and seconded:

RECOMMENDATION #6

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-37-2017 – Tara Hodgdon and Dallas Hodgdon, 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 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 the existing buffer of natural vegetation between the proposed side addition and the side lot line be maintained and enhanced;
6. That all materials used on the exterior of the structure be of a natural material or a colour reflective of the surrounding environment;
7. That the applicant maintain all on site drainage patterns;

8. 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);
9. 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
10. 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:

MANAGER'S REPORT:

1. **Manager Approved Site Plans:**
 - 1.1 SP-34-2017, 218 Creek Crossing Lane, Ward of North Crosby
2. **Manager Approved Consents:**
 - 2.1 B-63-17 & B-64-17, No Address Assigned, Ward of South Crosby
3. **Updates, Notices & Communications:**

None during period.

The following Recommendation was duly moved and seconded:

RECOMMENDATION #7

Moved By: Cathy Monck
Seconded By: Ron Holman

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 2:05 p.m. until the next Regular Meeting.

Ron Pollard
Chairperson

Malcolm Norwood
Secretary