

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

**Wednesday, March 28, 2018**

The Township of Rideau Lakes Planning Advisory Committee held a Regular Meeting on Wednesday, March 28, 2018 at the Municipal Office in Chantry, Ontario.

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

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

#### **RECOMMENDATION #1**

Moved By: Ron Holman

Seconded By: Arie Hoogenboom

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 March 14, 2018 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 Public Meeting Minutes of March 14, 2018, as submitted.

Carried:

#### **RECOMMENDATION #3**

Moved By: Linda Carr

Seconded By: Cathy Livingston

That this Committee approve the Planning Advisory Committee Regular Meeting Minutes of March 14, 2018, as submitted.

Carried:

Mayor Holman left the meeting at 1:10.

### **NEW BUSINESS**

#### **MINOR VARIANCE APPLICATIONS AND SITE PLAN APPLICATIONS**

##### **SP-9-2018 – JEFFREY CHOMYN & JANE CHOMYN – WARD OF SOUTH ELMSLEY**

**Concession 2, Part Lot 25, RP 28R1686, Part 1, Part 12, Otter Lake SS**

**Civic Address: 62 O12**

The applicants were not in attendance to discuss the Site Plan application.

Malcolm Norwood, Associate Planner, reviewed the application to construct a 360sqft and 32sqft additions to the existing 566.7sqft non-complying dwelling, and 64sqft attached portico. The applicants are also proposing to construct a 456sqft attached, uncovered deck, a 161.3sqft sleeping cabin, and a 1-storey 962sqft accessory structure.

The Chief Building Official stated that the proposed location of the portico may be too close to the existing septic system bed. The CBO recommended that the applicants uncover the septic system to determine its exact location in order to verify the distance would be in compliance with the Ontario Building Code.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #4**

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 SP-9-2018 – Jeffrey Chomyn and Jane Chomyn, of the Ward of South Elmsley, 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. That the applicant acknowledges that no kitchen facilities shall be permitted in the proposed 161.3sqft sleeping cabin, and similar wording shall be placed on the future building permit;
3. That the applicant acknowledges that the proposed 962sqft accessory structure (garage) cannot be used for habitation, and similar wording shall be placed on the future building permit;
4. That the applicant uncovers the existing septic tank and bed and documents the exact distance between the proposed additions to the non-complying dwelling and the septic tank/field and documents these setbacks in the form of a design report to the satisfaction of the Chief Building Official;
5. 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;
6. That storm water runoff be captured and directed away from the lake to an area of infiltration;
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 material or a colour reflective of the surrounding environment;
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:

### **CONSENT APPLICATIONS**

#### **B-18-18 – MAITLAND MEADOWS FARMS LTD. (Agent: TERENCE DEREK TRIST) – WARD OF SOUTH ELMSLEY Concession 1, Part Lot 1, County Road 17 Civic Address: 2 McCaw Road**

The applicant was not in attendance to discuss application B-18-18.

Malcolm Norwood, Associate Planner, reviewed the application to create an approximate 4.1 acre lot for agricultural and residential purposes. The retained lands are approximately 83.67 acres in size to be used for agricultural purposes.

Mr. Norwood stated that the property is currently classified Agricultural in the Zoning By-law and the Official Plan. He continued to state that prime agricultural lands have additional regulations to adhere to on the municipal, county, and provincial level. Mr. Norwood stated that the application does not meet the requirements outlined within the regulations.

Staff received one comment from the public objecting to the proposal.

Mr. Norwood stated that the applicant has requested a deferral.

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 it be further recommended to the Consent Granting Authority B-18-18 – Maitland Meadows Farms Ltd. (Agent: Terrence Derek Trist), of the Ward of South Elmsley, is deferred to allow for:

1. To allow more time for the applicant to make revisions to the proposed lot creation so that it complies with relevant municipal and provincial policies.

Carried:

### **BUSINESS ARISING FROM MINUTES**

#### **MINOR VARIANCE APPLICATIONS AND SITE PLAN APPLICATIONS**

#### **SP-4-2018 – SUSAN ALLAN – WARD OF SOUTH ELMSLEY Concession 4, Part Lot 25 and Part Lot 26, RP 28R4078, Parts 25 to 27 Civic Address: 39 B3**

Owner Susan Allan was in attendance to discuss the Site Plan application.

Malcolm Norwood, Associate Planner, reviewed the application to demolish an existing 594sqft non-complying one-storey dwelling and 331.94sqft decking and construct an 1855sqft two-storey dwelling with a 331.94sqft decking. The application was previously deferred at the February 28<sup>th</sup> meeting to allow for more information about the existing septic system to be reviewed.

Mr. Norwood stated that the applicants have amended their application to address the previous septic system concerns. He continued to state that staff now have no concerns with the proposed dwelling but still do not support the approval of the deck.

The Chair invited the applicants to discuss the application. The owners provided a history of the decking and its importance for it to retain its shape and size for their needs.

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #6**

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 SP-4-2018 – Susan Allen, of the Ward of South Elmsley, is approved as amended provided the attached conditions are complied with:

**AMENDMENT(S):**

1. The variance request for the 331.94sqft of attached, uncovered decking is deferred.

**CONDITIONS:**

1. That a revised site plan drawing is submitted illustrating a complying deck proposal;
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;
3. The dimensions and location of the proposed structure(s) shall be consistent with the information noted in the site plan application (and updated/revised information) and/or minor variance and the approved site plan drawing;
4. 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;
5. That a change in use permit be applied to convert the existing sleeping cabin on the subject property to an accessory structure (storage shed) prior to issuance of a final occupancy permit for the proposed dwelling;
6. That the 2 accessory structures that are proposed to be relocated (sleeping cabin/shed and shed) be relocated prior to the issuance of a final occupancy permit for the proposed dwelling;
7. That all recommendations contained within the submitted EIS titled, "Environmental Impact Statement for Ms. Susan Allan re: Building Permit Cottage Renovation Bass Lake, pt. Lot 26, Conc. IV, South Elmsley" that was prepared by Pinegrove Biotechnical and dated October 10, 2017 be adhered to, except for the Species at Risk Assessment as recommended by the RVCA;
8. That the existing buffer of natural vegetation between the subject property and the abutting property to the east be maintained and enhanced;
9. Existing vegetation within the 30m setback shall be generally 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;
10. That storm water runoff be captured and directed away from the lake to an area of infiltration;
11. That all outdoor lighting be downward cast, and as minimal as required to meet the required objectives;

12. That all materials used on the exterior of the structure be of a natural material or a colour reflective of the surrounding environment;
13. That the applicant maintain all on site drainage patterns;
14. 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);
15. 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
16. 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:**  
None during period.
2. **Manager Approved Consents:**
  - 2.1 B-21-18 – 108 Rebecca Lane, Ward of North Crosby
  - 2.2 B-22-18 – 157 Perth Street, Ward of South Crosby
3. **Updates, Notices & Communications:**
  - 3.1 Development Services Staffing Update

The following Recommendation was duly moved and seconded:

**RECOMMENDATION #7**

Moved By: Cathy Livingston  
Seconded By: Linda Carr

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 2:38 p.m. until the next Regular Meeting.

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Ron Pollard  
Chairperson

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Malcolm Norwood  
Secretary