

TOWNSHIP OF McNAB/BRAESIDE  
PLANNING ADVISORY COMMITTEE  
March 11, 2014

**Call to Order and Roll Call:**

The Township of McNab/Braeside Planning Advisory Committee met at 7:00 p.m. All members were present this evening, with the exception of Committee Member Aldene Styles.

Staff in attendance: Lindsey Parkes, Deputy Clerk  
Murray Gahan, Chief Building Official - Absent  
Bruce Howarth, Senior Planner - County of Renfrew  
Angela Young, Recording Secretary

Media in attendance: John Carter, Metroland Media

**Members are to state any pecuniary interest and the general nature thereof before item is discussed:**

Committee Member Robert Campbell declared a Pecuniary Interest on Item #1 under New Business. No other disclosures of pecuniary interest were declared at this time.

**Adoption of Agenda:**

Moved by Robert Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee adopt the agenda dated March 11, 2014 as submitted and circulated. **CARRIED.**

**Delegations and Presentations:**

- Bonnie Chapeski - Interim Control By-Law

Mrs. Chapeski was in attendance this evening to request that her application be moved forward to obtain a building permit. Mrs. Chapeski circulated several documents outlining the meetings she has had with various Township personnel and the issues that have been encountered. Mrs. Chapeski closed in stating that all of the issues have been addressed with the exception of the revised site plan which would have been submitted prior to the interim control by-law being put in place had Council and Staff moved forward with her application and further requested that her property be exempted from the interim control by-law.

- Nicole Bondarchuk - Zoning of 414 Russett Drive

Mrs. Bondarchuk was in attendance this evening to bring her concerns to the Committee regarding two letters they received from the Township. One was a letter stating that they

were in violation of the Zoning By-Law advising that because they were not operating the automotive-commercial garage to which the dwelling is an accessory use. Mrs. Bondarchuck stated that they were very surprised to receive this letter considering an automotive-commercial garage does not, nor has one ever existed on the property.

The second letter she received from the Township was the Notice of the Passing of an Interim Control By-Law and requested an explanation as to how this affects her property. Mrs. Bondarchuck inquired if she would be permitted to apply for an amendment to the Zoning By-Law or will her property continue to be in violation of the by-law. Mrs. Bondarchuck thanked the Committee for permitting her to speak this evening and stated that she can only hope that in the future, there is great consideration taken on the part of Council and the Township when issuing building permits and that the Township takes responsibility in following up with the proper inspections and reports, to ensure members of the community do not suffer the consequences that they are enduring due to negligent behavior. Mrs. Bondarchuck requested information regarding what her options are to bring this property into compliance with the Zoning By-Law.

#### **Matter arising out of Delegations Heard:**

Discussed after New Business in the meeting.

#### **Adoption of Previous Planning Advisory Committee Minutes:**

Moved by Robert Campbell, seconded by Mary Campbell, **THAT** the Planning Advisory Committee minutes of the February 11, 2014 meeting be adopted as submitted and circulated. **CARRIED.**

#### **Planning & Development:**

- Information Session - Date, Agenda, Structure, Public Notice

The Committee discussed an information session to discuss economic development in the Township with the purpose to involve area stakeholders and bring them together to “brainstorm” on how to move development efforts forward and discuss the current state of economic development in the Township. Mr. Alastair Baird, Manager of Economic Development at the County of Renfrew will be in attendance. The information session will be held on April 23<sup>rd</sup> at 1:00 p.m. at the Township Council Chambers. Each member of the Committee was requested to submit a list of possible invites to the Clerk for the next regular meeting of Council. A sample invitation will be drafted for review and endorsement at the next regular meeting of Council.

#### **Reports of Committees of Planning & Other Boards, Committees and Commissions:**

## a) Committee of Adjustment

Moved by Robert Campbell, seconded by Brad McIlquham, **THAT** the Committee of Adjustment minutes of the February 19, 2014 meeting be received as submitted and circulated. **CARRIED.**

**Information Items:**

- a) County of Renfrew Planning Checklist - February 10, 2014 - David & Amy Crilly regarding Proposed Severances, Miller Road
- b) Butterflies of Braeside Catling 1212 - Ottawa Citizen
- c) County of Renfrew - February 20, 2014 - Copy of Response sent to Matthew & Alana Covey regarding Severance Proposals
- d) Ottawa Group Consultants - February 19, 2014 - Medical Marihuana in your Municipality, How does it affect you?
- e) Land Use Planning and Appeal System Workshop - November 21, 2013
- f) Town of Arnprior - February 28, 2014 - Notice of Public Meeting for OPA and ZBLA - Winners Circle
- g) MPAC - February 27, 2014 - ODCC Acquiring Property Dimension Reports

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept items ( a - g) as information as submitted and circulated. **CARRIED.**

**Motions:**

Nil.

**Applications for Consent/Minor Variance/Zoning Amendments:**

1. Application for Consent B-6/13 (New Lot)  
Leander Hutchings - Lot 8, Con. 8, Mill Ridge Road  
- Committee of Adjustment - Notice of Conditions Fulfilled

Moved by Brad McIlquham, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-6/13 (New Lot) for

Leander Hutchings - Lot 8, Con. 8, Mill Ridge Road as information as submitted and circulated. **CARRIED.**

2. Application for Consent B-11/13 (New Lot)  
Jean Cloutier - Lot 15, Con. 8, 2089 Russett Drive
  - Committee of Adjustment - Notice of Decision

Moved by Robert Campbell, seconded by Mary Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-11/13 (New Lot) for Jean Cloutier - Lot 15, Con. 8, 2089 Russett Drive as information as submitted and circulated. **CARRIED.**

3. Application for Consent B-12/13 (Lot Addition)  
Stephen Roy (Chris Leppan) - Pt. Lot 17 , Con. 3, Chris Lane
  - Committee of Adjustment - Notice of Conditions Fulfilled

Moved by Mary Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-12/13 (Lot Addition) for Stephen Roy (Chris Leppan) - Pt. Lot 17 , Con. 3, Chris Lane as information as submitted and circulated. **CARRIED.**

4. Application for Consent B-27/13 (New Lot)  
Raymond & Yvonne Cunningham - Lot 14, Con. 4, Kippen Road
  - Sewage System Inspector Comments
  - Ministry of Natural Resources Comments
  - Committee of Adjustment - Notice of Decision

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-27/13 (New Lot) for Raymond & Yvonne Cunningham - Lot 14, Con. 4, Kippen Road as information as submitted and circulated. **CARRIED.**

5. Application for Consent B-28/13 (New Lot)  
Raymond & Yvonne Cunningham - Lot 14, Con. 4, Kippen Road
  - Sewage System Inspector Comments
  - Ministry of Natural Resources Comments
  - Committee of Adjustment - Notice of Decision

Moved by Brad McIlquham, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted

correspondence for Application for Consent B-28/13 (New Lot) for Raymond & Yvonne Cunningham - Lot 14, Con. 4, Kippen Road as information as submitted and circulated. **CARRIED.**

6. Application for Consent B-1/14 (New Lot)  
James & Lisa Belton - Part Lot 5, Con. 11, Campbell Drive
- Committee of Adjustment - Notice of Application and Public Meeting
  - County of Renfrew Planning Report

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-1/14 (New Lot) for James & Lisa Belton - Part Lot 5, Con. 11, Campbell Drive as information as submitted and circulated. **CARRIED.**

Moved by Robert Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee recommend that Application for Consent B-1/14 (New Lot) for James & Lisa Belton - Part Lot 5, Con. 11, Campbell Drive be granted. **CARRIED.**

7. Application for Consent B-2/14 (New Lot)  
Patti Farr - Part Lot 9, Con. 3, McLachlan Road
- Committee of Adjustment - Notice of Application and Public Meeting
  - County of Renfrew Planning Report
  - Sewage System Inspector Comments
  - County of Renfrew Public Works Department Comments

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-2/14 (New Lot) for Patti Farr - Part Lot 9, Con. 3, McLachlan Road as information as submitted and circulated. **CARRIED.**

Moved by Robert Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee recommend that Application for Consent B-2/14 (New Lot) for Patti Farr - Part Lot 9, Con. 3, McLachlan Road be granted. **CARRIED.**

8. Miller Quarry Expansion - Zoning and Official Plan Amendment
- Janet Bradley, Borden Ladner Gervais - Ontario Municipal Board Pre Hearing Summary - January 29, 2014
  - Ontario Municipal Board - February 6, 2014 - Memorandum of Oral Decision Delivered by H. Jackson on January 29, 2014 and Order of the Board

- Janet Bradley, Borden Ladner Gervais - Ontario Municipal Board - Procedural Order

Moved by Robert Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

9. Township Interim Control By-Law
  - Township of McNab/Braeside - Notice of Passing
  - By-Law 2014-10 and Key Map

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

#### **Applications for Subdivisions & Site Plan Control:**

1. Town of Mississippi Mills/County of Lanark
  - Traffic Study - Proposed White Lake Campground Expansion
  - Memo to Director of Public Works and Property Manager
  - Director of Public Works Comments (Received at 02-18-2014 Regular Meeting)
  - Notice of Complete Applications & Public Meeting

Moved by Mary Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

2. 1605821 Ontario Ltd. (McEwan Homes) - Plan of Subdivision - 47-T-11002  
Glen Meadows Estates, Part of Lot 5, Concession A
  - Scott McEwan/Stantec/Director of Public Works - February 10, 2014 - Enbridge Gas Main Installations within the Subdivision
  - Scott McEwan/Stantec/ County of Renfrew - February 11, 2014 - Red Line Change to Draft Plan
  - Resolution passed by Council - February 4, 2014

Moved by Brad McIlquham, seconded by Mary Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

3. Application for Site Plan Approval - Pat & Ken Forrest

## 1670 Burnstown Road

- Site Plan Application Form
- Site Plan
- Floor Plans 1<sup>st</sup> and 2<sup>nd</sup> Floor
- Sketch as submitted by Property Owner
- Bruce Howarth, County of Renfrew Planner Comments
- County of Renfrew Public Works Department Comments
- Ryan Frew, Director of Public Works Comments
- Murray Gahan, Chief Building Official Comments
- David Hartwick, Fire Chief (A) Comments
- Pat Forrest Copy of Correspondence sent to the County of Renfrew Public Works
- County of Renfrew Public Works Department Comments

Moved by Robert Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated. **CARRIED.**

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee recommend that the site plan approval and agreement by-law be brought forward for approval pending all of the conditions as detailed by the County of Renfrew Public Works Department are fully addressed. **CARRIED.**

**Unfinished Business:**

## 1. Ministry of Municipal Affairs and Housing - Secondary Units

Moved by Brad McIlquham, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated. **CARRIED.**

Committee Member Mary Campbell stated that this new legislation now afforded homeowners the opportunity to gain income from a second dwelling unit on their property. At the request of the Chair Christine Blimkie, the Township Planner Mr. Bruce Howarth explained that any developments of this type will be site specific and the Township will set the parameters. Municipalities will continue to have the ability to identify appropriate areas for second units, and to establish appropriate standards for second units. Mr. Howarth explained that municipalities that do not currently have second unit policies should review the new requirements in the Planning Act related to secondary units and determine what amendments are required to their Official Plans and Zoning By-Laws. Chair Blimkie stated that the Official Plan and Comprehensive Zoning By-Law will be part of the April 23<sup>rd</sup>

discussion, as the Official Plan is the document that guides the development in the Township.

2. Policy for Setbacks - Building on a County Road

Moved by Brad McIlquham, seconded by Mary Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

At the request of Chair Blimkie, Mr. Howarth explained how the County determines the setbacks required from a County Road. It was determined by the Committee that the County already has sufficient policies and by-laws in place to address this matter and another policy is not required by the Township.

3. Head Clara & Maria - On-Site Septic System Inspections

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

Committee Member Mary Campbell inquired if the Township wished to support the Township of Head Clara & Maria's resolutions as it is currently worded or if they wanted to draft a resolution of their own. The Clerk was directed to meet with the Chief Building Official and prepare resolution based on Mr. Gahan's recommendation to bring back to Council for support.

4. Bart Zbikowski - Sale of Land - Concession 10, Pt. Lot 3, Township of McNab/Braeside  
- Clerks Report/Disposition of Land By-law

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

The Clerk was directed to prepare a resolution for the next Council meeting to declare the land surplus to the needs of the municipality as well as a public notice to advise the public of Council's intent to sell this property.

5. Ministry of the Environment - Response to Township regarding PPS 2005

Moved by Mary Campbell, seconded by Brad McIlquham, **THAT** the



Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

6. Eric Draper - Request to Re-address Canaan Road
  - County of Renfrew - January 31, 2014 - Copy of Response sent to Christine Baker regarding Zoning Provisions and Permitted Use - Canaan Road
  - Christopher Merla Residential Building Permit
  - Township of McNab/Braeside Response to C. Merla

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

Staff was directed to respond to Mr. Draper and advise that lots are to front on streets, and further that no consents are permitted on roads that do not have direct access to an improved street.

#### **New Business:**

Committee Member Robert Campbell declared a pecuniary interest on the next item of business and vacated the Council Chambers at 8:45 p.m.

1. Mike Battiston - Storage Buildings - Commercial/Industrial

Moved by Brad McIlquham, seconded by Mary Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.  
**CARRIED.**

Chair Blimkie requested that this matter be brought back to the next Planning Advisory Committee meeting as Mr. Gahan was not in attendance this evening and this will permit the committee an opportunity to receive Mr. Gahan's comments on this matter. The Clerk was requested to forward a copy of this correspondence to Mr. Gahan.

Committee Member Robert Campbell returned to the Council Chambers at 8:55 p.m.

2. Municipal Services Office - New PPS 2014 Training Session Invitation

Moved by Robert Campbell, seconded by Mary Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence as information as submitted and circulated.

**CARRIED.**

The Clerk was requested to register Committee Chair Christine Blimkie for this workshop.

**Matter arising out of Delegations Heard:**

- Bonnie Chapeski - Interim Control By-Law

Mrs. Chapeski was advised that her property will not be exempted from the Interim Control By-Law.

- Nicole Bondarchuk - Zoning of 414 Russett Drive

Mrs. Bondarchuk was advised to wait until after the interim control by-law study was completed as this study may provide some options for bringing this property into compliance. It was also recommended that Mrs. Bondarchuk speak with the Township Planner who may be able to provide some background and options that can be looked at.

**Notice of Motions:**

Nil.

**Public Questions/Comments:**

1. Mrs. Nicole Bondarchuk - 414 Russett Drive

Mrs. Bondarchuk inquired as to what her options are with regards to this property as they are currently in violation of the zoning by-law and this needs to be rectified.

2. Mrs. Bonnie Chapeski - Mr. Dirt - Russett Drive

Mrs. Chapeski stated that she received the Notice for passing of the Interim Control By-Law and requested once again that she be exempted from this by-law as her site plan and application were submitted prior to the by-law being passed. Chair Christine Blimkie advised that the by-law will stand as is and there will not be any exemptions granted. Committee Member Mary Campbell advised that she is in agreement with the Chair and that the Township is trying to ensure that this type of situation is prevented from happening again.

3. Mr. Wes VanderPloeg

Mr. Wes VanderPloeg stated that in his opinion Council was being very unfair to his sister(Bonnie Chapeski) and that they need to move forward with approving her site plan and

building permit.

4. Mrs. Nicole Bondarchuk

Mrs. Bonarchuck inquired as to why the Township would entertain an application from Mrs. Chapeski to build a house on an industrial lot, as this is the exact same scenario that was approved five years ago for Mrs. Chapeski and has now turned into a very difficult and stressful situation for her family.

**Closed Meeting Session:**

Nil.

**Adjournment:**

Moved by Mary Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee meeting adjourn at 9:25 p.m. **CARRIED.**

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CHAIR

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SECRETARY-TREASURER