

TOWNSHIP OF McNAB/BRAESIDE
PLANNING ADVISORY COMMITTEE
September 16, 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.

Staff in attendance: Lindsey Parkes, Deputy Clerk
Chris Vereyken, Chief Building Official
Angela Young, Recording Secretary

Media in attendance: Nil.

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

No disclosures of pecuniary interest were declared at this time.

Adoption of Agenda:

Moved by Robert Campbell, seconded by Mary Campbell, **THAT** the Planning Advisory Committee adopt the agenda dated September 16, 2014 as submitted and circulated. **CARRIED.**

Delegations and Presentations:

Nil.

Matter arising out of Delegations Heard:

Nil.

Adoption of Previous Planning Advisory Committee Minutes:

Moved by Aldene Styles, seconded by Robert Campbell, **THAT** the Planning Advisory Committee minutes of the August 12, 2014 meeting be adopted as submitted and circulated. **CARRIED.**

Planning & Development:

- Mill Ridge Road Property

Committee Member Mary Campbell advised the Committee that she had met with a new property owner in the Township - Mr. Bob Watchna and further advised that Mr. Watchna is proposing to develop this 32 acre property that has access to the Madawaska River into a cottage park/semi permanent/seasonal residence. Mary Campbell further stated that once Mr. Watchna has a more concrete plan in place he will come to Council and give an overview of his proposal.

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

a) Building/Zoning/Septic Department Report

Moved by Brad McIlquham, seconded by Aldene Styles, **THAT** the Building/Zoning/Septic Department Report for the month of August be accepted as information as submitted and circulated. **CARRIED.**

b) Committee of Adjustment

Moved by Aldene Styles, seconded by Brad McIlquham, **THAT** the Committee of Adjustment minutes of the August 20, 2014 meeting be accepted as submitted and circulated. **CARRIED.**

Information Items:

- a) Janet Taylor - Copy of e-mail correspondence sent to Councillor Abbott regarding trailer park at White Lake, Mississippi Mills Township.
- b) County of Renfrew - Copy of correspondence sent to Melissa Watt & Nathan Brohart regarding Proposed severance - Daillee Road.
- c) County of Renfrew Planning Checklist - August 29, 2014 - Chris & Suzana McNeil - (Lou Laventure - Agent) - regarding Proposed Severance - Part Lot 18, Con. 7 - 177 Calabogie Road.

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

Motions:

Nil.

Applications for Consent/Minor Variance/Zoning Amendments:

1. Application for Minor Variance A-2/14
Lee Smith - 78 Carlea Road, Lot 13, Concession 13
 - Committee of Adjustment - Notice of Appeal Period Expired

Moved by Robert Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Minor Variance A-2/14 for Lee Smith - 78 Carlea Road, Lot 13, Concession 13 as information as submitted and circulated. **CARRIED.**

2. Application for Minor Variance A-3/14
Jonathan Chapman - 102 Russett Drive, Pt. Lots 4 & 5, Concession 12
 - Committee of Adjustment - Notice of Decision

Moved by Robert Campbell, seconded by Aldene Styles, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Minor Variance A-3/14 for Jonathan Chapman - 102 Russett Drive, Pt. Lots 4 & 5, Concession 12 as information as submitted and circulated. **CARRIED.**

3. Application for Minor Variance A-4/14
Stephen Ogletree - Lot 6, Con. C, Plan 23, Pt. Lot 6 - 29 Division Street
 - County of Renfrew Planning Report
 - 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 Minor Variance A-4/14 for Stephen Ogletree - Lot 6, Con. C, Plan 23, Pt. Lot 6 - 29 Division Street as information as submitted and circulated. **CARRIED.**

4. Application for Consent B-15/13 (New Lot)
Elmer Raycroft - Pt. Lot 12, Concession 7- Mill Ridge Road
 - Committee of Adjustment - Notice of Conditions Fulfilled

Moved by Robert Campbell, seconded by Mary Campbell, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-15/13 (New Lot) for Elmer Raycroft - Pt. Lot 12, Concession 7- Mill Ridge Road as information as submitted and circulated. **CARRIED.**

5. Application for Consent B-23/13 (New Lot)
Borden & Joyce McLachlan - Pt. Lot 16, Con. 3 - McLeod 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-23/13 (New Lot) for Borden & Joyce McLachlan - Pt. Lot 16, Con. 3 - McLeod Road as information as submitted and circulated. **CARRIED.**

6. Application for Consent B-7/14 (Lot Addition)
Stephen Ogletree - Plan 23, Part Lot C - Division Street
- Committee of Adjustment - Notice of Decision

Moved by Aldene Styles, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-7/14 (Lot Addition) for Stephen Ogletree - Plan 23, Part Lot C - Division Street as information as submitted and circulated. **CARRIED.**

7. Application for Consent B-8/14 (New Lot)
Susan Stubinski (Eric Draper) - W ½ Lot 26, Concession V - Goshen Road
- Ministry of Transportation Comments

Moved by Robert Campbell, seconded by Aldene Styles, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-8/14 (New Lot) for Susan Stubinski (Eric Draper) - W ½ Lot 26, Concession V - Goshen Road as information as submitted and circulated. **CARRIED.**

8. Application for Consent B-9/14 (New Lot)
Susan Stubinski (Eric Draper) - W ½ Lot 26, Concession V, Goshen Road
- IBI Group - Final Acoustical Report
- Bruce Howarth Comments on Noise Study
- Ministry of Transportation Comments

Moved by Robert Campbell, seconded by Aldene Styles, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-9/14 (New Lot) for Susan Stubinski (Eric Draper) - W ½ Lot 26, Concession V, Goshen Road as information as submitted and circulated. **CARRIED.**

9. Application for Consent B-10/14 (New Lot)
Susan Stubinski (Eric Draper) - W ½ Lot 26, Concession V - Goshen Road
- IBI Group - Final Acoustical Report (See B-9/14)
 - Bruce Howarth Comments on Noise Study (See B-9/14)
 - Ministry of Transportation Comments (See B-9/14)

Moved by Robert Campbell, seconded by Aldene Styles, **THAT** the Planning Advisory Committee accept the above noted correspondence for Application for Consent B-10/14 (New Lot) for Susan Stubinski (Eric Draper) - W ½ Lot 26, Concession V - Goshen Road as information as submitted and circulated. **CARRIED.**

Applications for Subdivisions & Site Plan Control:

1. Hogan Heights - Plan of Subdivision - 47-T-06002
Part of Lots 6 & 7, Concession 13 - Thomas Cavanagh Construction Limited
- McIntosh Perry - August 11, 2014 - Copy of Correspondence sent to Thomas Cavanagh Construction regarding Draft Plan Condition #12
 - McIntosh Perry - August 21, 2014 - Revised Engineer drawings and revised Servicing and Stormwater Management Report
 - McIntosh Perry - August 21, 2014 - Copy of Correspondence sent to Stantec regarding Off Site Drainage
 - McIntosh Perry - July 25, 2014 - Copy of Correspondence sent to Stantec regarding Off Site Drainage
 - McIntosh Perry - September 10, 2014 - Copy of Correspondence sent to Stantec regarding Off Site Drainage revised

Correspondence received today was submitted and circulated by the Clerk as follows;

- Stantec Consulting - September 15, 2014 - Copy of Comments sent to McIntosh Perry regarding Grading and Drainage.

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

The Clerk was requested to contact McIntosh Perry and request that their correspondence be corrected to reflect the proper Concession number for the location/legal description of the subdivision. The Clerk was requested to contact Stantec Consulting and verify if all of the draft conditions that pertain to the Engineering have been satisfied as well as the Township Planner to inquire as to how close we are to signing the subdivision agreement.

2. Application for Site Plan Approval - Pat & Ken Forrest
1670 Burnstown Road

- Status of application
- Previously circulated background information for application

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.**

Committee Member Mary Campbell advised that she will speak to Mr. Pinet and Mr. Boland when she is up at the County and request that this matter requires their attention as soon as possible.

Unfinished Business:

1. Ministry of the Environment - J & P Leveque Bros. Haulage Limited - Portable Crushing Plant

- Certificate of Approval - Issue Date November 26, 2010
- Amendment to Certificate of Approval - Issue Date March 17, 2011

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

Committee member Mary Campbell requested that the Clerk request the following information:

- What is the current production for the crusher versus previous years.
- What is the current draw on water for the crushing production versus previous years
- What guidelines are in place to control dust

2. Sale of Land for Tax Arrears

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

The only Township department that has expressed an interest in any of the land was Public Works. It was recommended that the Township vest their interest in these two properties. The Public Works department is interested in part of the land described as Property #1 to be added to the road allowance, however have no use for the section that runs behind the existing residential lots. The lot described as Property #2 (triangle shaped) would just be

held in the Township's ownership for the time being. It was recommended that both of these lots be transferred to the Township. The Committee inquired if the surrounding landowners can be notified of a tax sale by direct mail much the same as the circulation methods used for Consents and Zoning Amendments. The Clerk advised she would need to check the legislation for tax sales and report back to Council. The staff was requested to create a tax sale policy for Council's review.

3. Township of Horton -Notice of Public Meeting & Request for Comments regarding proposed Minor Variance A02-14 - Bernard Fraser, 3242 Burnstown Road.

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

4. Rogers Tower

The Clerk advised that an email had been received from Mr. Eric Belchamber outlining the process followed by Rogers for tower installations. It was indicated that once the site plan is finalized and approved the lease with Rogers is signed by the landlord and then the municipal consultation commences and will include a public information and comments session. Mr. Belchamber advised the consultation included a notification package to property owners within 3 times the height of the tower and a notice in the local newspaper. It was the Committee's decision that the public information meeting be held prior the lease being signed.

5. Event Permits - Sample By-Law

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.**

The Clerk circulated copies of a By-Law from the Township of Greater Madawaska for the Committee's review and reference.

6. Interim Control By-Law - LM & GM Zones

The Clerk advised that a written decision has not been received from the OMB hearing held on September 11, 2014, however, the OMB Board Member verbally advised that the ruling will be in favour of the Township but felt that it was not a large enough issue and felt that a resolution could be found between the appellant and the Township.

New Business:

1. Draft Pre-Servicing Agreement for Plan of Subdivision

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 Committee requested that this document be circulated to the appropriate staff persons, Planner, CBO and Public Works for their review and comments. The Clerk was also requested to obtain the probable number of hours our Solicitor and Engineering Firm would estimate to be spent on a subdivision from start to finish and the associated hourly cost.

2. Ernie Colbert - Division Street Property

Moved by Aldene Styles, 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 advised that she had met with Mr. Colbert and advised the Committee of Mr. Colbert's proposal for the farmland. The Clerk will set up a meeting between Mr. Colbert and the Township Planner to review this matter, so that a preliminary inquiry response will be sent directly to Mr. Colbert.

3. Dochart Creek Development Fee
- Jp2g Consultants Inc. - Work Plan & Budget

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.**

The Clerk was directed to bring a resolution forward to the next regular meeting of Council to approve the work plan and budget.

4. County of Renfrew - Claybank Bridge Rehabilitation Project
- Request for support - Building Canada Fund-Small Communities Fund

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.**

Committee Member Mary Campbell will submit a letter of support from the Township for this project.

Notice of Motions:

Nil.

Public Questions/Comments:

Nil.

Chief Building Official, Chris Vereyken vacated the chambers at this time.

The Planning Advisory Committee recessed for 5 minutes at 8:35 p.m.

The Planning Advisory Committee reconvened with the same persons present at 8:40 p.m.

Closed Meeting Session:

Moved by Mary Campbell, seconded by Brad McIlquham, **THAT** the Planning Advisory Committee of the Township of McNab/Braeside move into closed session under Section 239.2 (b) to discuss personal matters about an identifiable individual, including municipal or local board employees and under Section 239.2 (f) to discuss advice that is subject to solicitor-client privilege, including communications necessary for at 8:40 p.m. **CARRIED.**

Moved by Mary Campbell, seconded by Robert Campbell, **THAT** Planning Advisory Committee resume the Open Session at 9:07 p.m. **CARRIED.**

The Clerk was directed to proceed with the Committee’s requests as discussed in closed session.

Adjournment:

Moved by Aldene Styles, seconded by Mary Campbell, **THAT** the Planning Advisory Committee meeting adjourn at 9:07 p.m. **CARRIED.**

CHAIR

CAO/CLERK