

**The Corporation of the City of Kawartha Lakes**  
**MINUTES**  
**PLANNING ADVISORY COMMITTEE**

**PC2017-08**  
**Wednesday, August 16, 2017**  
**1:00 P.M.**  
**Victoria Room**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**MEMBERS:**  
**Mayor Andy Letham**  
**Councillor Brian Junkin**  
**Councillor Rob Macklem**  
**Councillor Gord Miller**  
**Councillor Patrick O'Reilly**  
**Councillor Heather Stauble**  
**Councillor Andrew Veale**  
**Mike Barkwell**  
**Debbie Girard**

**Accessible formats and communication supports are available upon request.**

**1. CALL TO ORDER AND ADOPTION OF AGENDA**

Chair O'Reilly called the meeting to order at 1:02 p.m. Mayor A. Letham, Councillors B. Junkin, R. Macklem, G. Miller, H. Stauble and A. Veale and M. Barkwell and D. Girard were in attendance.

Deputy Clerk and Recording Secretary J. Watts, Manager of Planning R. Holy, Planning Officer-Large Developments I. Walker, Supervisor of Development Engineering C. Sisson, and Planning Student S. Ekeli were also in attendance.

The Chair opened the meeting and introduced the Planning Advisory Committee and the members of staff present.

**Moved By** Councillor Macklem

**Seconded By** D. Girard

**RESOLVED THAT** the agenda for the Wednesday, August 16, 2017 Planning Advisory Committee Meeting be adopted as circulated.

**CARRIED**

The chair requested, and consent from the committee was given, that Item 7.1 on the agenda be dealt with prior to Item 3.0.

**2. DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest noted.

**7. CITY OF KAWARTHA LAKES REPORTS**

**7.1 ENG2017-007**

Christina Sisson, Supervisor of Development Engineering  
2017 Municipal Infrastructure Guidelines

Note to minutes: Item 7.1 was dealt with prior to Item 3.0.

Ms. Sisson introduced the latest draft of municipal infrastructure design guidelines that are a refresh from the City's 2007 draft. She noted that a lot of time and effort have been put into reflect the current provincial guidelines, current City operational needs, and to support growth and development. The municipality has the right to have stricter guidelines, but what is proposed largely follows the provincial guidelines to provide a consistent message. She identified that they have been designed to meet the needs for growth and development, be fair and transparent, and provide a consistent approach to new infrastructure, and

connection to existing infrastructure. She responded to questions from the members of the committee.

**PC2017-035**

**Moved By** Mayor Letham

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report ENG2017-007, respecting **Municipal Infrastructure Design Guidelines Specific to Subdivision Development**, be received; and

**THAT** the proposed Municipal Infrastructure Design Guidelines as outlined in Appendix B to E respectively to Report ENG2017-007 be approved by Council.

**CARRIED**

**3. PUBLIC MEETING**

The Chair stated that, as required under the Planning Act, a public meeting is being held prior to the City of Kawartha Lakes Council making decisions on the following planning matters.

**3.1 PLAN2017-050**

Sherry Rea, Planning Development Supervisor

Stefanie Ekeli, Planning Student

Application for Zoning By-law Amendment to permit a drive-thru facility as an additional commercial use on the property for land described as Part of Lots 2, 3, 4, Block A and Part of the Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, Geographic Township of Fenelon, now City of Kawartha Lakes and municipally known as 2385 Glenarm Road (2274919 Ontario Inc.)

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Ms. Ekeli confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m and a sign was posted on the subject property. She summarized the application, explaining that it proposes to add a drive-thru facility as an additional commercial use to the Highway Commercial Exception Eighteen C2-18 Zone. The application conforms to the Growth Plan and is consistent with the Provincial Policy Statement. She also noted that the proposed commercial use complies with the City of Kawartha

Lakes Official Plan. Ms. Ekeli summarized the comments received to date, as detailed in her report, noting that subsequent to the writing of the report additional correspondence received from the Chippewas of Rama First Nation with no comments on the application, and from Highland Propane that identified no safety risk to their nearby operations. Comments were also received from the Part 8 Sewage Inspection Division of the Building Division identifying that the Ministry of Environment and Climate Change will be responsible for the septic approval. She noted that staff are supportive of the application and are respectfully recommending approval and adoption by Council. Ms. Ekeli, Ms. Sisson, and Mr. Holy responded to questions from Committee members.

The Chair inquired if the applicant wished to speak to the application.

Kory Chisholm, of MHBC Planning Limited, spoke on behalf of the applicant. He thanked staff for their presentation and agreed with their conclusions, and made himself available for any questions. He responded to questions from the committee.

The Chair inquired if anyone wished to speak to the application.

Audrey Isaac, of 5155 Highway 35, identified that she owns the property to the north of the subject property. She summarized her comments and concerns supplied in a letter to the Planner. She noted concerns regarding the drive-thru exit over a pedestrian walkway, the establishment of sufficient fencing and barriers between her property and the subject property, and the level of noise generated by the 24 hour operations. She also noted that levels of traffic in the area vary throughout the year, and questioned if a traffic light would be required at the corner of Glenarm Road and Highway 35. Lastly she presented concerns for the undeveloped sand hill area located on the subject property. She questioned that if the hill was to be excavated or altered during the construction phase that there would be appropriate mitigation strategies to prevent the hill from collapsing on her abutting property. She requested that if future changes are proposed to the site, that she be notified.

No other persons spoke to the application.

### **3.2 PLAN2017-051**

Ian Walker, Planning Officer - Large Developments

An application to amend the Township of Verulam Zoning By-law to change the

zone category from the General Rural (A1) Zone to the Residential Type One (R1) Zone and Rural Residential (RR) Zone to facilitate the creation of five (5) new residential lots for the property identified as Vacant Land on Rehill Drive, Verulam (Gurr)

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Mr. Walker confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m and a sign was posted on the subject property. He summarized the application, explaining that it proposes to change the zone category from the General Rural (A1) Zone to the Residential Type One (R1) Zone and Rural Residential (RR) Zone. The intent of the change is to facilitate the severance of five (5) residential lots within the Hamlet Settlement Area of Dunsford, and to retain the rural residential lot. The application conforms to the Growth Plan and is consistent with the Provincial Policy Statement. He noted that full Official Plan conformity will be determined upon a full review of the application. Mr. Walker summarized the comments received to date, as detailed in his report, noting that subsequent to the writing of the report additional comments were received from Jim Garbutt who identified he would bring forward his concerns during the public meeting, and Kawartha Conservation who has no objection to the approval of the zoning application. Mr. Walker and Ms. Sisson responded to questions from Committee members.

The Chair inquired if the applicant wished to speak to the application.

Kevin DuGuay spoke on behalf of the applicant. He stated that they are proposing to incorporate five rural lots on an existing street. He stated that the land in question is not very farmable. He agreed with the zoning recommendations of the retained lot, subject to consideration that an agricultural zone will not hinder expansions on the retained lot. He noted that Kawartha Conservation had expressed no concerns, and that they planned to advance the consent applications forthwith.

The Chair inquired if anyone wished to speak to the application.

Jim Garbutt, of 231 Cedar Glen Road, stated that the application is a good fit for the area, however he expressed concerns about the question of farmability of the land which has been farmed for 160 years. He stated that the land is farmable,

and is worth preserving. He stated concern that approval of this application would be a gateway for duplication of Rehill Drive in other locations. He cautioned on the size of the driveway constructed on property beyond the five lots, as he felt that this may indicate more future development. He also noted concerns about the wetlands on the property, and the timing of the application. Mr. Garbutt responded to questions from the members of the committee.

John Gurr spoke as the owner of the property. He noted there was an extremely wide driveway to move the house off the property and he has made provisions to bring down the size of the driveway. He stated that there is about 18 inches of topsoil on the land covering mostly shale. He stated that he has spoken to professional farmers who noted that the land was not good for farming. He noted that the nearby properties may benefit from the development by increasing property values with larger homes on the proposed lots.

No other persons spoke to the application.

The Public Meeting concluded at 2:09 p.m.

#### 4. **BUSINESS ARISING FROM PUBLIC MEETING**

##### 4.1 **Item 3.1**

**PC2017-036**

**Moved By** Councillor Junkin

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-050, respecting 2274919 Ontario Inc. - Application D06-17-022, **Part of Lots 2, 3, 4, Block A, and Part of the Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, Geographic Township of Fenelon, now City of Kawartha Lakes and municipally known as 2385 Glenarm Road, Application D06-17-022**, be received;

**THAT** the Zoning By-law Amendment respecting Application D06-17-022 and substantially in the form attached as Appendix C to Report PLAN2017-022, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

**CARRIED**

##### 4.2 **Item 3.2**

**PC2017-037**

**Moved By** Councillor Miller

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-051, respecting **Concession 3 Part of Lot 4, Geographic Township of Verulam, Gurr – Application D06-17-021**, be received; and

**THAT** Report PLAN2017-051 respecting Application D06-17-021 be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City departments and that any comments and concerns have been addressed.

**CARRIED**

**5. DEPUTATIONS**

**6. CORRESPONDENCE**

**7. CITY OF KAWARTHA LAKES REPORTS**

**7.1 ENG2017-007**

Christina Sisson, Supervisor of Development Engineering  
2017 Municipal Infrastructure Guidelines

Note to minutes: Item 7.1 was dealt with prior to Item 3.0.

**8. ADJOURNMENT**

**Moved By** Mayor Letham

**Seconded By** D. Girard

**RESOLVED THAT** the Planning Advisory Committee Meeting adjourn at 2:11 p.m.

**CARRIED**

**Recommendations made at the August 16, 2017 Planning Advisory Committee:**

**PC2017-035**

**Moved By** Mayor Letham

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report ENG2017-007, respecting **Municipal Infrastructure Design Guidelines Specific to Subdivision Development**, be received; and

**THAT** the proposed Municipal Infrastructure Design Guidelines as outlined in Appendix B to E respectively to Report ENG2017-007 be approved by Council.

**PC2017-036**

**Moved By** Councillor Junkin

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-050, respecting 2274919 Ontario Inc. - Application D06-17-022, **Part of Lots 2, 3, 4, Block A, and Part of the**

**Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, Geographic Township of Fenelon, now City of Kawartha Lakes and municipally known as 2385 Glenarm Road, Application D06-17-022**, be received;

**THAT** the Zoning By-law Amendment respecting Application D06-17-022 and substantially in the form attached as Appendix C to Report PLAN2017-022, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

**PC2017-037**

**Moved By** Councillor Miller

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-051, respecting **Concession 3 Part of Lot 4, Geographic Township of Verulam, Gurr – Application D06-17-021**, be received; and

**THAT** Report PLAN2017-051 respecting Application D06-17-021 be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City departments and that any comments and concerns have been addressed.