

The Corporation of the City of Kawartha Lakes
Minutes
Planning Advisory Committee Meeting

PC2023-10
Wednesday, November 8, 2023
1:00 P.M.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Mayor Doug Elmslie
Deputy Mayor Tracy Richardson
Councillor Pat Warren
Mike Barkwell
Patrick O'Reilly
Andrew Veale
Jason Willock

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1. Call to Order and Adoption of Agenda

Chairperson A. Veale called the meeting to order at 1:00 p.m. Mayor D. Elmslie, Deputy Mayor T. Richardson, Councillor P. Warren, and Committee Members M. Barkwell, P. O'Reilly, and J. Willock were in attendance.

Deputy Clerk and Recording Secretary J. Watts, Director of Development Services R. Holy, Manager of Development Engineering C. Sisson, and WSP Senior Planner M. Alexander and WSP Project Planner K. Martin were also in attendance.

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

PAC2023-067

Moved By Deputy Mayor Richardson

Seconded By Mayor Elmslie

That the agenda for the Wednesday, November 8, 2023 Planning Advisory Committee Meeting be adopted as circulated.

Carried

2. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

3. Public Meeting Reports

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. He requested staff to advise on the manner of giving notice for the proposed applications and asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

3.1 PLAN2023-061

Application to Amend the Township of Mariposa Zoning By-law 94-07 at 238 Black School Road, Woodville - Hamilton

Matt Alexander, Practice Lead; WSP Canada Inc., on behalf of Kawartha Lakes Planning Division

3.1.1 Public Meeting

Matt Alexander of WSP introduced Katelyn Martin of WSP who confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500 metres. She summarized the application,

explaining that it proposes to sever a 0.812 hectare lot containing an existing single detached dwelling surplus to the farm operation, and to retain a 40.288 hectare agricultural lot, which is to be consolidated with non-abutting agricultural land located at 216 Peniel Road. As a condition of provisional consent, the retained agricultural land is to be rezoned to prohibit future residential uses. The Zoning By-law Amendment application also proposes to rezone the severed lot to recognize the single detached dwelling. The application is consistent with the Provincial Policy Statement, conforms to the Growth Plan for the Greater Golden Horseshoe and the Kawartha Lakes Official Plan. Ms. Martin summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report that no additional comments were received. Staff are recommending that the application be referred to Council for approval.

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

Bob Clark of Clark Consulting Services spoke as the applicant and stated that the report was complete and thoroughly done, and made himself available for any questions.

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

No other persons spoke to the application.

The Public Meeting concluded at 1:10 p.m.

3.1.2 Business Arising from the Public Meeting

PAC2023-068

Moved By P. O'Reilly

Seconded By Councillor Warren

That Report **PLAN2023-061, Amend the Township of Mariposa Zoning By-law 94-07 at 238 Black School Road - Hamilton**, be received;

That a Zoning By-law, respecting application D06-2023-023, substantially in the form attached as Appendix D to Report PLAN2023-061 be approved for adoption by Council; and

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

Carried

3.2 PLAN2023-062

**Application to Amend the Township of Mariposa Zoning By-law 94-07 at
332 KL Road 46, Oakwood - Gibbs Archer**

Matt Alexander, Practice Lead; WSP Canada Inc., on behalf of Kawartha Lakes
Planning Division

3.2.1 Public Meeting

Katelyn Martin of WSP spoke on behalf of Matt Alexander and confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500 metres, and that a sign was posted on the subject property. They summarized the application, explaining that it proposes to sever a 0.82 hectare surplus farm dwelling parcel containing a single detached dwelling and detached accessory metal building, and to retain a 38.02 hectare agricultural parcel containing a frame building for farm equipment, which is to be consolidated with non-abutting agricultural land. The accessory metal building on the severed parcel will be removed. As a condition of provisional consent, the retained agricultural land is to be rezoned to prohibit future residential uses, the severed non-farm residential parcel will be rezoned to recognize the new lot size and configuration, and to implement an Environmental Protection (EP) Zone to protect the watercourse on site with a 30 metre buffer. The application is consistent with the Provincial Policy Statement, conforms to the Growth Plan for the Greater Golden Horseshoe and the Kawartha Lakes Official Plan. Ms. Martin summarized the comments received to date, as detailed in their report, noting that subsequent to the writing of the report that no additional comments were received. Staff are recommending that the application be referred to Council for approval. They responded to questions from members of the Committee.

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

Bob Clark of Clark Consulting Services spoke as the applicant and made himself available for any questions.

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

No other persons spoke to the application.

The Public Meeting concluded at 1:18 p.m.

3.2.2 Business Arising from the Public Meeting

PAC2023-069

Moved By Mayor Elmslie

Seconded By Deputy Mayor Richardson

That Report PLAN2023-062, Amend the Township of Mariposa Zoning By-law 94-07 at 332 KL Road 46 - Gibbs Archer, be received;

That a Zoning By-law, respecting application D06-2023-024, substantially in the form attached as Appendix D to Report PLAN2023-062 be approved for adoption 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. Deputations

5. Correspondence

6. Regular and Returned Reports

6.1 ENG2023-025

Municipal Infrastructure Design Guidelines Annual Update

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of her report noting the following significant updates to the Municipal Infrastructure Design Guidelines:

- Consolidated Linear Infrastructure Environmental Compliance Approval process;
- Water design submissions;
- Sanitary design submissions;
- Road design including maintenance hole lids (tolerance), cross-section for 26.0m road allowance with median, and confirmed concrete standards (Ontario Provincial Standards);
- Stormwater management design submissions.

Ms. Sisson responded to questions from members of the Committee.

PAC2023-070

Moved By Councillor Warren

Seconded By M. Barkwell

That Report ENG2023-025, Municipal Infrastructure Design Guidelines Annual Update, be received;

That Staff be directed to continue to update and to add to the information available on the City's website, including templates and details, to facilitate engineering design submissions for development; and

That Staff be directed to continue to monitor for any communication improvements and for any current legislative or regulatory enhancements requiring updates to the existing guidelines on the City's website.

Carried

6.2 ENG2023-027

2024 Subdivision Agreement Template Update

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of her report, highlighting a proposed increase to the contingency percentage on Schedule D of the Subdivision Agreement Template. Ms. Sisson and Mr. Holy responded to questions from the members of the Committee.

PAC2023-071

Moved By Councillor Warren

Seconded By Deputy Mayor Richardson

That Report ENG2023-027, **2024 Subdivision Agreement Template Updates**, be received;

That the City's subdivision agreement cost estimate schedule template be updated and amended, as outlined in Appendix A, attached to Report ENG2023-027;

That the Mayor and City Clerk be authorized to execute any documents and agreements required by this approval.

Carried

6.3 ENG2023-028

Pre-Servicing of Subdivision Lands Policy CP2018-009 Updates and Recommendations for 2024

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of her report to include an update to Policy CP2018-009 to recognize development in areas where there are Municipal Drains, and the Drainage Act legislation requirements. She responded to questions from the members of the Committee.

PAC2023-072

Moved By Deputy Mayor Richardson

Seconded By Councillor Warren

That Report ENG2023-028, **Pre-Servicing of Subdivision Lands Policy No. CP2018-009 Updates and Recommendations for 2024**, be received;

That the proposed updates to the current policy, substantially in the form attached as Appendix A, to Report ENG2023-028 be approved by Council and placed in the Policy Manual in the new City format;

That the proposed template of the Pre-Servicing Agreement, substantially in the form attached as Appendix B be approved by Council; and

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

Carried

7. Adjournment

PAC2023-073

Moved By Mayor Elmslie

Seconded By Councillor Warren

That the Planning Advisory Committee Meeting adjourn at 1:57 p.m.

Carried