

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

PC2024-13
Wednesday, November 27, 2024
1:00 P.M.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Mayor Doug Elmslie
Councillor Ron Ashmore
Councillor 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, Councillors R. Ashmore, T. Richardson and 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 L. Barrie, Manager of Development Engineering C. Sisson, Supervisor of Development Engineering K. Timms, J. Sarti Caldeira (Dillon Consulting on behalf of the City of Kawartha Lakes) and M. Alexander (WSP Canada on behalf of the City of Kawartha Lakes) were also in attendance.

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

PAC2024-070

Moved By Mayor Elmslie

Seconded By J. Willock

That the agenda for the Wednesday, November 27, 2024 Planning Advisory Committee Meeting be adopted as circulated and with the following amendments:

Addition: Item 4.1 - Deputation - Ian Franklin, KLM Planning Inc.

Deletion: Item 3.2 - Public Meeting Report - PLAN2024-067, Application to Amend the Town of Lindsay Zoning By-law 2000-75 at 370 Kent Street West, Lindsay - 1193017 Ontario Inc.

Carried

2. **Declarations of Pecuniary Interest**

Member J. Willock disclosed a pecuniary interest on Item 3.1 (Report PLAN2024-066) noting the following: "Applicant is a client of our office".

There were no other 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 next Regular Council making decisions on the following planning matters. The Chair requested staff to advise on the manner of giving notice for each of the proposed applications. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date, and further advised how the public could participate in the Public Meeting portions of the agenda.

3.1 PLAN2024-066

Application to Amend the Township of Ops Zoning By-law 93-30 at 77 Kawartha Lakes Road 36, Lindsay - Tyler

Julio Sarti Caldeira, Urban Planner, Dillon Consulting Limited on behalf of the City of Kawartha Lakes

Member J. Willock left Council Chambers at 1:02p.m. due to his previously disclosed pecuniary interest.

3.1.1 Public Meeting

Mr. Sarti Caldeira confirmed that the required notice was given in accordance with the Planning Act. They summarized the application, explaining that it proposes to facilitate the severance of approximately 0.63 ha (Severed Land) used for the purposes of a surplus farm dwelling from the Subject Land. As a condition of consent approval for the severance of a surplus farm dwelling under File No. D03-2024-010, an amendment to the Township of Ops Zoning By-law 93-30 is required to rezone the Retained Land (approximately 12.99 ha.) from the Agricultural (A) Zone to a site-specific Agricultural Exception 23 (A-23) Zone to address the minimum lot area deficiency and prohibit residential development on the Retained Land. The application is consistent with the Provincial Planning Statement, and conforms to the Kawartha Lakes Official Plan. Mr. Sarti Caldeira 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. He made himself available to answer questions from members of the Committee. No questions were presented to staff by the members of the committee.

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

Gavin Tyler spoke as the applicant, and introduced himself and made himself available for any questions from the members of the Committee.

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

No persons spoke to the application.

The Public Meeting concluded at 1:08p.m.

3.1.2 Business Arising from the Public Meeting

PAC2024-071

Moved By Councillor Warren

Seconded By P. O'Reilly

That Report PLAN2024-066, **Application to Amend the Township of Ops Zoning By-law 93-30 at 77 Kawartha Lakes Road 36, Lindsay - Tyler**, be received;

That a Zoning By-law Amendment respecting application D06-2024-019, substantially in the form attached as Appendix D to Report PLAN2024-066, be approved and adopted by Council; and

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

Carried

Member J. Willock returned to Council Chambers at 1:09p.m.

4. Deputations

4.1 Ian Franklin, KLM Planning Inc.

Relating to Report PLAN2024-064, Item 6.1 on the Agenda

Ian Franklin of KLM Planning introduced himself as the applicant for Item 6.1 on the agenda, and made himself available for any questions from the members of the Committee.

PAC2024-072

Moved By Mayor Elmslie

Seconded By Councillor Richardson

That the deputation of Ian Franklin, KLM Planning Inc., regarding Report PLAN2024-064 (Item 6.1 on the agenda) be received.

Carried

5. Correspondence

6. Regular and Returned Reports

6.1 PLAN2024-064

Application to Amend the Town of Lindsay Zoning By-law 2000-75 at 203, 207, and 213 Kawartha Lakes Road 36, Lindsay - Ashmere Lindsay Developments

Matt Alexander, MCIP, RPP, WSP Canada Inc., on behalf of the City of Kawartha Lakes

Mr. Alexander confirmed that a Public Meeting on this matter was held on March 6, 2024 in accordance with the Planning Act. He summarized the application,

explaining that it proposes to rezone the lands in the Town of Lindsay Zoning By-law 2000-75, from the Future Residential (FR) Zone to a Residential Multiple Special Exception Zone with a Holding Provision, to facilitate the development of 62 single detached units, a new public road, and a stormwater management block. The application is consistent with the Provincial Planning Statement, and conforms to the Lindsay Secondary Plan. Mr. Alexander summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report, that no additional public comments were received. Staff are recommending that the application be referred to Council for approval subject to a Holding Provision (H) regarding water and wastewater capacity.

PAC2024-073

Moved By Mayor Elmslie

Seconded By M. Barkwell

That Report PLAN2024-064, **Application to Amend the Town of Lindsay Zoning By-law 2000-75 at 203, 207, and 213 Kawartha Lakes Road 36, Lindsay - Ashmere Lindsay Developments**, be received;

That a Zoning By-law Amendment, respecting application D06-2024-001 substantially in the form attached as Appendix D to Report PLAN2024-064, be approved and adopted by Council; and

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

Carried

6.2 PLAN2024-065

Application to Amend the Town of Lindsay Zoning By-law 2000-75 at 61 and 75 Logie Street, Lindsay - Kemp and Sweeney

Matt Alexander, MCIP, RPP, WSP Canada Inc., on behalf of the City of Kawartha Lakes

Mr. Alexander confirmed that a Public Meeting on this matter was held on January 17, 2024 in accordance with the Planning Act. He summarized the application, explaining that it proposes to rezone lands in the Town of Lindsay Zoning By-law 2000-75 from the Future Residential (FR) Zone, to Residential One (R1) Special Exception Zone, and a Residential Three (R3) Special Exception Zone to facilitate the development of 16 semi-detached dwelling units, and one single detached dwelling unit, for a total of 17 dwelling units. The application is consistent with the Provincial Planning Statement, and now conforms to the Lindsay Secondary Plan. Mr. Alexander summarized the

comments received to date, as detailed in the report, noting that subsequent to the writing of the report, that no additional public comments were received. Staff are recommending that the application be referred to Council for approval subject to a Holding Provision (H) regarding water and wastewater capacity.

PAC2024-074

Moved By P. O'Reilly

Seconded By Councillor Warren

That Report PLAN2024-065, **Application to Amend the Town of Lindsay Zoning By-law 2000-75 at 61 and 75 Logie Street, Lindsay - Kemp and Sweeney**, be received;

That a Zoning By-law Amendment, respecting application D06-2023-015, substantially in the form attached as Appendix D to Report PLAN2024-065, be approved and adopted by Council; and

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

Carried

6.3 PLAN2024-070

Request to Enter into Subdivision Agreement for Walden Farm Plan of Subdivision 16T-16501

Leah Barrie, Director of Development Services

Ms. Barrie provided an overview of her report, noting that this development has undergone the appropriate Zoning By-law and Official Plan Amendments to provide for the draft subdivision agreement to come forward. She noted that that technical amendments to the financials in the agreement may be finalized prior to signing. Staff are recommending that the subdivision agreement substantially in the form as Appendix C be endorsed by Council. She responded to questions from the members of the committee.

PAC2024-075

Moved By P. O'Reilly

Seconded By Councillor Richardson

That Report PLAN2024-070, **Request to Enter into Subdivision Agreement for Walden Farm Plan of Subdivision 16T-16501**, be received for information;

That the Subdivision Agreement substantially in the form attached in Appendix C to Report PLAN2024-070, Request to Enter into Subdivision Agreement for Walden Farm Plan of Subdivision 16T-16501, be endorsed by Council; and

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

Carried

6.4 ENG2024-029

2024 Registered Subdivisions Status Update

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of her report, noting that providing a status update to Council about developments where lots exist is for accountability and transparency to the public and to the City's commitment to housing targets. She highlighted details on specific developments including Arizona Heights and Tribute Phase One. Ms. Sisson responded to questions about specific developments from the committee members.

PAC2024-076

Moved By Councillor Ashmore

Seconded By Councillor Warren

That Report ENG2024-029, **2024 Registered Subdivisions Status Update**, be received;

That Staff be directed to provide annual updates for continued communication, housing target tracking, process improvement and to support the development community.

Carried

6.5 ENG2024-030

2025 Subdivision Agreement Template Update

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of her report, highlighting accessibility and inclusivity updates to the Subdivision Agreement Template as well as other updates outlined in her report including modifications to sections regarding:

- Development charges assistance;
- The 100-unit phasing limit;
- Tree management and streetscaping;
- Archeological requirements; and
- Environmental compliance

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

PAC2024-077

Moved By Councillor Richardson

Seconded By J. Willock

That Report ENG2024-030, **2025 Subdivision Agreement Template Update**, be received;

That the City's subdivision agreement and cost estimate schedule templates be updated and amended, as outlined in Appendix A and B, respectively, to Report ENG2024-030; and

That City Staff be directed to continue to monitor annually for any improvements to the language in the template of the subdivision agreement to ensure there are opportunities to refine the timelines and clarify language with the development process.

Carried

6.6 ENG2024-031

Update to Development Application Approvals Process (DAAP) Fee for Subdivisions

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of her report, noting that various internal considerations and municipal comparators were reviewed, and a modest increase to the DAAP fee to 6.0% is recommended at this time, with further reviews every 2 years. She responded to questions from the members of the committee.

PAC2024-078

Moved By Mayor Elmslie

Seconded By Councillor Richardson

That Report ENG2024-031, **Update to Development Application Approvals Process (DAAP) Fee for Subdivisions**, be received;

That the City's Development Application Approvals Process (DAAP) Fee be increased to 6.0% for subdivisions;

That the City's cost estimate schedule template for subdivisions be updated and amended for 2025, as outlined in Appendix A, to Report ENG2024-031; and

That the City continue to review the DAAP fee every two years to ensure the fee is fair and in line with the costs of engineering review and project management by the City.

Carried

6.7 ENG2024-032

Assumption of Arizona Heights Subdivision, Phase One, Bobcaygeon

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of the report noting the history of the related development in the area. Staff are recommending assumption of the roads, sidewalks, water and sanitary infrastructure, and stormwater management pond (excepting one block that is tied to Arizona Heights Phase Two) as per the draft by-law attached to the report.

PAC2024-079

Moved By Councillor Warren

Seconded By P. O'Reilly

That Report ENG2024-032, **Assumption of Arizona Heights Subdivision, Phase One, Bobcaygeon**, be received;

That the Assumption of Arizona Heights Subdivision, Phase One, Geographic Village of Bobcaygeon, City of Kawartha Lakes, be approved;

That an Assumption By-Law, substantially in the form attached as Appendix A to Report ENG2024-032 be approved and adopted by Council; and

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

Carried

6.8 ENG2024-033

2025 Update to Pre-Servicing of Subdivision Lands Policy Number: CP2018-009

Christina Sisson, Manager of Development Engineering

Ms. Sisson provided an overview of her report to include an update to Policy CP2018-009 to recognize improved accessibility and inclusivity language, and clarifications for when pre-servicing of lands can start. She responded to questions from the members of the Committee.

PAC2024-080

Moved By Councillor Ashmore

Seconded By Mayor Elmslie

That Report ENG2024-033, **2025 Pre-Servicing Agreement Template Update**, be received;

That the proposed updates to the current policy, substantially in the form attached as Appendix A, to Report ENG2024-033 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, to Report ENG2024-033 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

PAC2024-081

Moved By M. Barkwell

Seconded By Councillor Warren

That the Planning Advisory Committee Meeting adjourn at 2:09 p.m.

Carried