

Minutes

Planning Advisory and Hearing Committee

Meeting ID: 2019-04
Meeting Date: Mon June 17, 2019 07:00 PM
Location: City Hall Council Chambers, 360 Pitt Street, Cornwall, Ontario, K6J 3P9
Chair: Elaine MacDonald, Councillor
Prepared By: Ely Daniels, Administrative Assistant

Attendance Committee Members:

Bernadette Clément, Mayor
Elaine MacDonald, Councillor
Carilyne Hébert, Councillor
Claude E. McIntosh, Councillor
Justin Towndale, Councillor
Dean Hollingsworth, Councillor
Eric Bergeron, Councillor
Glen Grant, Councillor
Syd Gardiner, Councillor
Todd Bennett, Councillor
Ron Symington, Lay Member

Attendance Staff:

Dana McLean, Development Coordinator
Ely Daniels, Administrative Assistant
Karl Doyle, Senior Planner
Lindsay Parisien, Development Planner
Mary Joyce-Smith, Division Manager, Planning
Brittney Ruffo, Planning Summer Student

Regrets:

Maurice Dupelle, Councillor
Amanda Brisson, Lay Member

Attendance Media:

One member of the media was present.

Attendance Public:

Nine gallery members were present; but only one signed the public attendance sheet.

Welcome and Call Meeting to Order by Chair:

Chair Elaine MacDonald called the meeting to order at 7:00 PM.

Roll Call:

Roll call was conducted by Chair, Elaine MacDonald.

Adoption of the Agenda - Additions and Deletions:

Motion to adopt the Agenda as presented.

Moved By: Todd Bennett, Councillor
Seconded By: Syd Gardiner, Councillor

Motion Carried

Adoption of the Minutes:

Motion to endorse the following Minutes as presented.

Moved By: Glen Grant, Councillor
Seconded By: Claude E. McIntosh, Councillor

Motion Carried

1 April 15, 2019 Planning Advisory and Hearing Committee Meeting

Click for detail --> 

Declaration of Conflict of Interest:

Chair Elaine MacDonald declared two conflicts of interest; the first being with respect to Public Meeting Item #1 - Review of an application for a Draft Plan of Subdivision. She stated that her property at 320 York Street abuts the west side of the Memorial Park property being discussed. The second conflict is in respect to Item #3 under Other/New Business - CPPEG Item #2018-02 at 101 - 103 Sydney Street, where she stated that Jerome MacDonell owns the property in question.

Business Arising from the Minutes:

None

Presentation(s):

PAC Secretary Mary Joyce-Smith introduced Planning Division's new Development Planner, Lindsay Parisien, as well as Planning Summer Student, Brittney Ruffo.

Review of Public Notice Requirements by PAC Secretary:

PAC Secretary Mary Joyce-Smith advised that a public notice was advertised in the Standard-Freeholder on Saturday May 25th, 2019 to consider requests for the two Draft Plans of Subdivisions being presented as well as a Zoning By-law amendment for the removal of a Hold (H) category for the Saunders Drive Subdivision. In addition to the newspaper notice an 800' radius Letter Notice was sent to land owners around the Saunders properties on Tuesday, May 14th, 2019.

Public Meeting Item(s) - Public Hearing:

Due to a conflict of interest expressed for Public Meeting Item #1, (Memorial Park Development Inc.), Vice-Chair Carilyne Hébert replaced Chair Elaine MacDonald.

PAC Secretary Mary Joyce-Smith invited Development Planner Lindsay Parisien to provide a brief presentation on the Memorial Park Development Draft Plan of Subdivision for PAC discussion and final recommendation to Council.

1 Memorial Park Development Inc., (John Kooiman - Agent EVB Engineering). Review of an application for a Draft Plan of Subdivision, being Lots 23 & 24 North Side of Third Street and Lots 23 & 24 South Side of Fourth Street, City of Cornwall. (File # 04T-2019-01, Folder 306).

Click for detail --> 

Development Planner Lindsay Parisien provided an overview of an application for the approval of a Draft Residential Plan of Subdivision made by EVB Engineering on behalf of developer, Mr. John Kooiman, for consideration of a Draft Plan consisting of 3 lots and one block. She added that this Draft Plan is in fulfillment of a previous Committee of Adjustment (COA) decision that called for the remaining lands of the former Memorial Park School site to be developed by a Plan of Subdivision. She advised that the lands are designated as Urban Residential (U.RES) and zoned Residential 30 (RES 30) and that neighbouring land uses to the north, south and west are low density residential with a municipal park across the street, while the property to the east is an institutional land use. The property is situated east of Bedford Street and north of Third Street West and the total holding of the proposed development is 0.971 ha (2.4 acres).

Development Planner Lindsay Parisien added that Planning Division staff reviewed the application and supporting documentation to facilitate the Residential Plan of Subdivision and that two inquiries had been received from the mail out notice and newspaper advertisement; the first being related to buffering (fencing and/or vegetation) and what would be provided to existing abutting residential properties. The second commentary received was with respect to street naming and dedication. She advised that Planning Staff provided information on the proposed development and assured that the highest level of buffering (screening fence and vegetation) along common property lines would be implemented. Planning will also discuss potential street names and dedication requirements with the developer and follow up with the public. She concluded that the lands are appropriate for immediate development as set out in the Draft Plan by Julia Meldrum Smith, O.L.S., subject to certain draft approval conditions, which have been revised in Technical Report "A" of her report, and that the applicant must meet or agree to meet each of the conditions prior to Council granting final approval.

Vice-Chair Carilyne Hébert asked if there were any questions / comments from PAC.

Councillor Claude McIntosh asked for clarification with respect to what was meant by the highest level of buffering and what would be the height of the fencing.

Development Planner Lindsay Parisien replied that buffering would include screening fences and vegetation implementation along common property lines; fencing would be approximately 5' high.

Lay Member Ron Symington asked for clarification on the following; confirmation as to whether the sewers would have to be completed before any housing construction takes place; secondly whether fencing would be for the backyards facing Fourth Street with respect to cars using the laneway; thirdly, he asked why would PAC approve something that is non compliant when it states on Table 4 of the EVB report that Block A is non compliant for front yard distances; and lastly he asked whether there were any findings from the Traffic Impact Study completed in March, and if they could be made available to PAC?

PAC Secretary Mary Joyce-Smith replied that Block A is for a future condominium, that being said, it would be one building that has to go through site plan.

Engineer Rebecca Luck from EVB also replied that that this was based on a preliminary conceptual plan; everything under Block A is still at a conceptual stage.

Development Planner Lindsay Parisien stated that no findings from the Traffic Impact study had been received to date.

Mayor Bernadette Clément also stated she would like to have more information from Planning Department's perspective about the traffic particularly because Third street is so narrow.

PAC Secretary Mary Joyce-Smith replied that the city's traffic engineer's comments stated that the TIA (Traffic Impact Assessment) findings and recommendations are acceptable and that the proposed subdivision will have one-way access from Third Street West and one-way egress onto Bedford Street. They also stated that pedestrian connectivity at both accesses is very important and that at least one sided sidewalk is required on each street (Third Street West and Bedford Street). She added that from a Planning's perspective it is close to the Downtown, transit and walk ability is also considered, it is a great in fill development, and the Committee of Adjustment (COA) was very insistent that it go through a plan of subdivision so that it can introduce servicing agreements which will be work out better than a modified service agreement.

Councillor Syd Gardiner expressed concerns with parking on the street, as the road is narrow and the added traffic could cause some problems.

With respect to parking, PAC Secretary Mary Joyce-Smith suggested that the proponent offers a good design with a driveway leading into an available garage where cars can park and be off the street. Tandem parking will also be available for others who wish to park there.

Vice Chair Carilyne Hébert asked if there were any questions / comments from the public.

Ms. Shirley Earl of Fourth Street West stated that after the school's demolition, she would like the vacant lot "left over" to be fixed as it has become an eyesore and the site also attracts rats and raccoons.

PAC Secretary Mary Joyce-Smith reiterated the importance to realize that this development will go through a site plan and that draft plan conditions will have to be met. She stated that special attention has been given to those properties located to the north and that the site plan will address all of her concerns.

Mr. Ted Castle also raised the issue of the development's impact on parking and

traffic in the neighbourhood. He added that attention should be given to Third Street to create a better traffic flow. He stated "we live in a two-car-per-family society, so we must be mindful of the parking on site and parking on the street". He also agreed with previous comments made and added that the site is a mess; there is ponding and something needs to be done.

PAC Secretary Mary Joyce-Smith advised that all concerns expressed are appreciated and reassured that care will be provided to that condominium especially with respect to parking.

Vice-Chair Carilyne Hébert asked two more times if there were any comments from the public; hearing none she closed the public portion of the meeting.

2 Saunders Drive Subdivision (Agent - Aaron Bell / Stantac) - Draft Plan of Subdivision Review and Rezoning Application for Part of Lots 19 & 20, Concession 1, Cornwall, Ontario. (Subdivision # 04T-2019-02, Folder 307, and PAC File# Z-04-19).

Click for detail --> 

Senior Planner Karl Doyle provided an overview of an application for the approval of a Draft Residential Plan of Subdivision and Rezoning for a plan consisting of 25 single family dwellings on approximately 5.64 hectares (13.93 acres) of land. The subdivision proposal is located along the west side of Saunders Drive between Blackadder Drive and Power Dam Drive. There is also an accompanying zoning request to remove the "Hold" on the subject draft plan lands. The neighbouring land uses to the north, west and east are primarily vacant while those lands to the south are Open Space (Commercial). He added that the lands are suitable for residential development, as they are zoned Residential 10 (RES 10) and designated as Urban Residential (U.RES) in the City's' Official Plan. He added that Planning Division staff has reviewed the Subdivision application, the associated Rezoning application, and all supporting documentation to facilitate this Residential Plan of Subdivision and is supportive of the development concept. He concluded that a project of this nature maximizes the use of services, includes appropriate low density residential land uses, is well integrated with natural features, and adheres to such general principles of sustainable land use planning, as promoted in the City of Cornwall's Official Plan and Provincial Policy Statement documents. Therefore the lands are appropriate for immediate development as set out in the Draft Plan by Ron M. Jason O.L.S., Surveying Ltd., subject to draft plan approval conditions, which have been revised in the Technical Report "A" provided in the report. He reiterated that the applicant must also meet or agree to meet each of these conditions prior to Council granting final approval.

Chair Elaine MacDonald asked if there were any questions / comments from PAC.

Councillor Dean Hollingsworth asked if any future sidewalks are expected along Saunders Drive.

Senior Planner Karl Doyle replied that there would be a connection to a multi recreational path north to Power Dam, however, the City's traffic engineer did not comment on any future sidewalks along Saunders Drive.

Councillor Grant stated that his first concern was regarding snow removal. He asked if last year's winter experience was taken into consideration.

Senior Planner Karl Doyle replied that the development will be built to full development standards.

Lay member Ron Symington had concerns with respect to the cul-du-sac at the west end and stated it requires a proper turn around for fire and transit vehicles.

PAC Secretary Mary Joyce-Smith advised that the subdivider's agreement is quite comprehensive, after its' approval and before registration takes place.

Councillor Claude McIntosh asked how close is the subdivision to the Iroquois chemical plant, and if any foreseeable problems would exist there.

Senior Planner Karl Doyle replied that the chemical plant is approximately 850 ft. away from the subdivision and that he did not foresee any problems.

Councillor Syd Gardiner expressed concerns regarding any negative impacts there may be on the snapping turtle species. He stated that many people are worried about turtle habitat and crossings, and believe the development is going too far north.

Senior Planner Karl Doyle replied that an inquiry had been received with respect to the protection of the snapping turtle species. Planning did provide information contained within the Environmental Impact Statement which specified that if any site activities interfere with the species and habitat, the Ministry of Natural Resources and Forestry (MNRF) are to be contacted and operations are to be modified to avoid any negative impacts until further direction is provided by the MNRF.

Chair Elaine MacDonald asked three times if there were any comments from the public; hearing none she closed the public portion of the meeting.

PAC DISCUSSION OF PUBLIC MEETING ITEM(S):

1 Memorial Park Development Inc., (John Kooiman-Agent EVB Engineering). Review of an application for a Draft Plan of Subdivision, being Lots 23 & 24 North Side of Third Street and Lots 23 & 24 South Side of Fourth Street, City of Cornwall. (File # 04T-2019-01, Folder 306).

Click for detail --> 

Following a further brief discussion, there was a motion that the Planning Advisory and Hearing Committee (PAC) recommends to City Council the following:

That a Draft Plan of Subdivision approval be given to the Draft Plan prepared by Julia Meldrum Smith, O.L.S. dated March 5th, 2018 on Lots 23 & 24, north side of Third Street and Part of Lots 23 & 24 south side of Fourth Street, comprising of 0.971 ha (2.4 acres) of land. This plan will provide for three (3) multi-residential buildings to accommodate ten (10) linear row house units, and a Block for a future low rise linear condominium, subject to the fulfilment of the Draft Plan Conditions, shown in Appendix A of the report.

Moved By: Glen Grant, Councillor

Seconded By: Dean Hollingsworth, Councillor

Motion Carried

2 Saunders Drive Subdivision (Agent - Aaron Bell/Stantac) - Draft Plan of Subdivision Review and Rezoning Application for Part of Lots 19 & 20, Concession 1, Cornwall, Ontario. (Subdivision # 04T-2019-02, Folder 307, and PAC File# Z-04-19).

Click for detail --> 

Following a further brief discussion, there was a motion that the Planning Advisory and Hearing Committee (PAC) recommends to City Council the following:

(a) That a Draft Plan Subdivision approval be given to the Draft Plan prepared by Ron M. Jason O.L.S., Surveying Ltd., dated June 4th 2019, on Part of Lot 19 and Part of Lot 20, Concession 1, comprising approximately of 5.64 Ha (13.93 acres) of land, referred to as the Saunders Drive Subdivision. This plan will

provide for 25 single family detached dwelling lots, Block D, which will be an easement to access the wet pond located on Block A, with Blocks B and C remaining as undeveloped lands. This Draft Plan will be subject to the fulfilment of the Draft Plan Conditions, as shown in Appendix A, attached to the report and subject to the associated Rezoning coming into effect; and

(b) That the subject lands on 260 Saunders Drive be rezoned from Residential 10 (RES 10) with a Hold (H) to Residential 10 (RES 10), as detailed in Section C of the report.

Moved By: Syd Gardiner, Councillor

Seconded By: Claude McIntosh, Councillor

Motion Carried

OTHER / NEW BUSINESS:

PAC Secretary Mary Joyce-Smith advised that Development Coordinator Dana McLean would provide a brief presentation for PAC discussion and final recommendation to Council with respect to the following (6) funding applications related CPPEG items. Due to the conflict of interest previously mentioned, it was decided that CPPEG Item No. 3 would be heard first and voted on separately from the others.

3 CPPEG Recommendation June 6, 2019 HOTC#2018-02 Addendum 101-103 Sydney St

Click for detail --> 

Dana McLean advised this is an application by Jerome MacDonell at 101 - 103 Sydney St for HOTC funding assistance in an amount up to \$7,060 to assist with funds for facade improvements and a new roof.

Following a review by CPPEG, it was moved to recommend to PAC:

That HOTC# 2018-02 Addendum funding request by Jerome MacDonell at 101-103 Sydney St, be accepted as follows:

Program 2 - Building Restoration & Improvement - \$7,060

Following a further brief discussion by the PAC, it was:

MOVED BY: Claude McIntosh, Councillor
SECONDED BY: Ron Symington, Lay Member

That recommended CPPEG item #3 (**HOTC#2018-02 Addendum 101-103 Sydney St**) be approved and endorsed by the PAC, as proposed, and recommend same to Council.

Motion Carried

1 CPPEG Recommendation May 9, 2019 BR#2019-01 29 Second St E

Click for detail --> 

Dana McLean advised this is an application by Dr. Syed Hussain at 29 Second St E for Brownfields funding assistance in an amount up to \$2,500 which will assist with funds for an Environmental Site Assessment Phase II and a Hazardous Materials Assessment.

Following a review by CPPEG, it was moved to recommend to PAC:

That BR#2019-01 funding request by Dr. Syed Hussain at 29 Second St E, be accepted as follows:

Program 2 - Environmental Site Assessment Grant - \$2,500

2 CPPEG Recommendation June 6, 2019 HOTC#2019-03 200-204 Montreal Rd

Click for detail --> 

Dana McLean advised this is an application by Daniela Nyvltova at 200 - 204 Montreal Rd for HOTC funding assistance in an amount up to \$23,500. This will assist with funds for Architectural plans and an interior renovation to the commercial unit and 1st floor residential unit and facade improvement.

Following a review by CPPEG, it was moved to recommend to PAC:

That HOTC# 2019-03 funding request by Daniela Nyvltova at 200 - 204 Montreal Rd, be accepted as follows:

Program 2 - Building Restoration & Improvement - \$12,000

Program 3 - Project Design Grant - \$1,500

Program 4 - Facade Improvement Grant - \$10,000

Program 5 - Municipal Planning/Development Fee Grant - Actual

Program 6 - Discretionary Municipal Tipping Fee Grant - Actual

4 CPPEG Recommendation June 6, 2019 HOTC#2006-09 Addendum 25 Second St E

Click for detail --> 

Dana McLean advised this is an application by Cunjuan Deng at 25 Second St E for HOTC funding assistance in an amount up to \$4,000. This will assist with funds for an interest free loan for paving of the laneway off George Assaly Lane between Second and Third Streets.

Following a review by CPPEG, it was moved to recommend to PAC:

That HOTC#2006-09 Addendum funding request by Cunjuan Deng at 25 Second St E, be accepted as follows:

Program 7 - Parking and Landscape Enhancement - \$4,000

5 CPPEG Recommendation June 6, 2019 HOTC#2009-15 Addendum 251-257 Pitt St

Click for detail --> 

Dana McLean advised this is an application by Rene Alpin at 251 - 257 Pitt St for HOTC funding assistance in an amount up to \$3,750. This will assist with funds with an interest free loan for paving of the rear parking area.

Following a review by CPPEG, it was moved to recommend to PAC:

That HOTC#2009-15 Addendum funding request by Rene Alpin at 251 - 257 Pitt St, be accepted as follows:

Program 7 - Parking and Landscape Enhancement - \$3,750

Conditional: to provide a recommendation on the drainage for the parking area

6 CPPEG Recommendation June 6, 2019 BR#2009-06 Addendum 1200 Second St W

Click for detail --> 

Dana McLean advised this is an application by 1350844 Ontario Inc. at 1200 Second Street West for Brownfields funding assistance in an amount up to \$4,114 for a Partial Permit fee.

Following a review by CPPEG, it was moved to recommend to PAC:

That BR#2009-06 Addendum funding request by 1350844 Ontario Inc at 1200 Second St W, be accepted as follows:

Program 4 - Municipal Planning/Development Fee Grant - \$4,114

Following a further brief discussion by the PAC, it was:

Moved by: Bernadette Clément, Mayor
Seconded by: Ron Symington, Lay Member

That recommended CPPEG items #1, 2, 4, 5 and 6 be approved and endorsed by the PAC, as proposed, and recommend same to Council.

Motion Carried

Information:

For reference, an updated Basic Rule of Order list was enclosed in the Agenda for members.

Next Scheduled Meeting:

PAC Secretary Mary Joyce-Smith advised that an email was sent to PAC members advising that only one PAC meeting would be held this summer. Alternative dates were provided and following a show of hands, the date of July 29th, 2019 was chosen. She added that at this meeting the Waterfront consultants (*thinc design*) would be presenting their final draft and update of the Waterfront Plan. Other Planning items may also be considered at that meeting.

Adjournment:

Motion to adjourn the Public Meeting of the PAC at 8:55 p.m.

Moved by: Carilyne Hébert, Councillor
Seconded by: Justin Towndale, Councillor

Motion Carried

Elaine MacDonald, Chair