

MINUTES OF THE MEETING OF THE PLANNING & DEVELOPMENT COMMITTEE HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, THURSDAY, NOVEMBER 20, 2008 AT 7:30 P.M.

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PRESENT:	Chair	Mark Taylor
	Members	Douglas Beach Frank Coyle Judith Cox Ian Crichton Karen Marriott Phil Sled
STAFF:	Planner	Jason Brander
	Deputy Clerk	Sharon Goerke
	Director of Planning & Development	David Parks
	Chief Administrative Officer	Eric Peterson

**CALL TO ORDER**

Chair Taylor called the meeting to order.

**DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF**

Member Coyle with respect to Agenda Nos. F-7 & G-1 with respect to the Riverdale Estates Subdivision as an adjacent property owner.

**PUBLIC MEETINGS**

Information Meeting with respect to the Proposed Development located at 3795 Menoke Beach Road (*see attached notes*).

MOTION PD112008-01: *Moved by Member Sled and seconded by Member Coyle that comments received with respect to the proposed development of 3795 Menoke Beach Road be received as information.*

*CARRIED*

Public Meeting with respect to a Zoning By-law Amendment for 5 River Street. (*see attached notes*).

MOTION PD112008-02: *Moved by Member Sled and seconded by Member Marriott that an Application for a Zoning By-law Amendment for 5 River Street be deferred pending receipt of additional information from staff.*

*CARRIED*

**DELEGATIONS**

Bayview Wildwood Resort re Road Re-Alignment Agreement – Port Stanton Parkway.

MOTION PD112008-03: *Moved by Member Cox and seconded by Member Crichton that a presentation of Bayview Wildwood Resort with respect to the Road Realignment Agreement for Port Stanton Parkway be received as information.*

CARRIED

**REPORTS FROM OFFICIALS (for information)**

Building Report for the month of October 2008.

Society for the Prevention of Cruelty to Animals – Statement of Pound Services for the month of October 2008.

MOTION PD112008-04: *Moved by Member Marriott and seconded by Member Coyle that the following Reports from Officials be received as information:*

- (a) *Building Report for the month of October 2008; and*
- (b) *Society for the Prevention of Cruelty to Animals – Statement of Pound Services for the month of October 2008.*

CARRIED

**REPORTS FROM OFFICIALS (for direction)**

Planning Report No. P08-141, 10/28/08, with respect to Port Stanton Parkway Realignment – 1525 Port Stanton Parkway.

MOTION PD112008-05: *Moved by Member Cox and seconded by Member Beach that Planning Report on P08-141, dated October 28, 2008, with respect to Port Stanton Parkway Realignment be received;  
AND FURTHER THAT the Road Realignment Agreement be revised provided that it ensures that no further development will occur at Bayview Wildwood Resort prior to the realignment of this roadway;  
AND FURTHER THAT the draft revisions be presented to this Committee for further consideration.*

CARRIED

Planning Report No. P08-145, 11/10/08, with respect to Webers Capital Inc. Site Plan Agreement – 8825 Highway No. 11.

MOTION PD112008-06: *Moved by Member Sled and seconded by Member Coyle that Planning Report No. P08-145, dated November 10, 2008, with respect to a Site Plan Agreement for 8825 Highway No. 11 be received;  
AND FURTHER THAT the Site Plan Agreement with Webers Capital Inc. be approved.*

CARRIED

Planning Report No. P08-146, 11/10/08, with respect to Garland Site Plan Agreement – 1598 Max's Lane.

MOTION PD112008-07: *Moved by Member Cox and seconded by Member Crichton that Planning Report No. P08-146, dated November 10, 2008, with respect to a Site Plan Agreement for 1598 Max's Lane be received; AND FURTHER THAT the Site Plan Agreement be approved for this development.*

CARRIED

Planning Report No. P08-147, 11/10/08, with respect to Carson Site Plan Agreement – 4573 Fairgrounds Road.

MOTION PD112008-08: *Moved by Member Coyle and seconded by member Marriott that Planning Report No. P08-147, dated November 10, 2008, with respect to a Site Plan Agreement for 4573 Fairgrounds Road be received; AND FURTHER THAT the Site Plan Agreement be approved for this development.*

CARRIED

Planning Report No. P08-153, 11/12/08, with respect to Proposals for Preparation of the Township of Severn Zoning By-law.

MOTION PD112008-09: *Moved by Member Cox and seconded by Member Beach that Planning Report No. P08-153, dated November 12, 2008, with respect to Proposals for Preparation of the Township of Severn Zoning By-law be received; AND FURTHER THAT the Township of Severn enter into an Agreement with Planscape Planning Consultants for the preparation of the Township of Severn Comprehensive Zoning By-law Update.*

CARRIED

Planning Report No. P08-154, 11/12/08, with respect to Transportation Study – Westshore.

MOTION PD112008-10: *Moved by Member Sled and seconded by Member Marriott that Planning Report No. P08-154, dated November 12, 2008, with respect to Transportation Study – Westshore be received; AND FURTHER THAT the Township of Severn enter into an agreement with iTRANS Consulting Inc. for the Westshore Settlement Area Transportation Master Plan.*

CARRIED

Planning Report No. P08-155, 11/12/08, with respect to Riverdale Estates Subdivision – 3185 Riverdale Drive.

MOTION PD112008-11: *Moved by Member Member Sled and seconded by Member Crichton that Planning Report No. P08-155, dated November 12, 2008, with respect to Riverdale Estates Subdivision – 3185 Riverdale Drive be received; AND FURTHER THAT the Township of Severn advise the County of Simcoe that it has no objection to the Draft Plan of Subdivision approval extension for a period of 3 years;*

*AND FURTHER THAT this extension be subject to all outstanding Township accounts being paid in full.*

*CARRIED*

Planning Report No. P08-144, 11/10/08, with respect to Development Charges By-law – Request for Proposals.

*MOTION PD112008-12:* *Moved by Member Cox and seconded by Member Beach that Planning Report No. P08-144, dated November 10, 2008, with respect to the Development Charges By-law be received;  
AND FURTHER THAT staff be authorized to solicit “Requests for Proposals” for the updating of the Township of Severn’s Development Charges By-law.*

*CARRIED*

Planning Report No. P08-156, 11/12/08, with respect to Pre-Servicing Agreement, Scollard Design Build Inc., River Walk Estates – 1 Shaw Street.

*MOTION PD112008-13:* *Moved by Member Sled and seconded by Member Coyle that Planning Report No. P08-156, dated November 12, 2008, with respect to a Pre-Servicing Agreement – 1 Shaw Street be received;  
AND FURTHER THAT the Pre-Servicing Agreement for Scollard Design Build Inc. be approved for this development.*

*CARRIED*

Planning Report No. P08-157, 11/12/08, with respect to West Shore Cove Lifestyle Retirement Community – 3316 & 3322 Turnbull Drive.

*MOTION PD112008-14:* *Moved by Member Sled and seconded by Member Coyle that Planning Report No. P08-157, dated November 12, 2008, with respect to West Shore Cove Lifestyle Retirement Community – 3316 & 3322 Turnbull Drive be received;  
AND FURTHER THAT this matter be deferred pending receipt of additional information from staff on proposed landscaping for this site.*

*CARRIED*

**CORRESPONDENCE (for information)**

Correspondence with respect to Riverdale Estates Plan of Subdivision – 3185 Riverdale Drive.

- (a) Provista Group, 09/12/08
- (b) County of Simcoe, 10/08/08

Correspondence with respect to Proposed Condominiums – 5 River Street.

- (a) C.C. Tatham & Associates Ltd., 11/13/08
- (b) Coldwater Gallery, 11/19/08

MOTION PD112008-15: *Moved by Member Marriott and seconded by Member Sled that the following correspondence be received as information:*

- (a) Provista Group, 09/12/08, with respect to the Riverdale Estates Subdivision;*
- (b) County of Simcoe, 11/08/08, with respect to the Riverdale Estates Subdivision;*
- (c) C.C. Tatham & Associates Ltd., 11/13/08, with respect to Proposed Condominiums – 5 River Street; and*
- (d) Coldwater Gallery, 11/19/08, with respect to Condominiums – 5 River Street.*

CARRIED

**CORRESPONDENCE (for direction)**

Motion with respect to rescheduling of the January 2009 Planning & Development Committee Meeting and the February 2009 Corporate Services Committee Meeting.

MOTION PD112008-16: *Moved by Member Sled and seconded by Member Marriott that the Planning & Development Committee Meeting scheduled for January 15, 2009 be rescheduled to Thursday, January 22, 2009 at 7:30 p.m.; AND FURTHER THAT the Corporate Services Committee Meeting scheduled for February 25, 2009 be rescheduled to February 18, 2009 at 9:00 a.m.*

CARRIED

**UNLISTED ADDITIONS**

- “NIL”

**CONFIDENTIAL AGENDA**

**Reports from Officials**

- “NIL”

**Correspondence**

- “NIL”

**ADJOURNMENT – 9:34 p.m.**

MOTION PD112008-17: *Moved by Member Sled and seconded by Member Coyle that this meeting be and it is hereby now adjourned.*

CARRIED

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Mark Taylor  
Chair

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Sharon R. Goerke  
Deputy Clerk

NOTES OF INFORMATION/PUBLIC MEETINGS - PLANNING & DEVELOPMENT  
COMMITTEE HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE,  
THURSDAY, NOVEMBER 20, 2008 AT 7:30 P.M.

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PRESENT:	Chair	Mark Taylor
	Members	Douglas Beach Frank Coyle Judith Cox Ian Crichton Karen Marriott Phil Sled
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	Deputy Clerk	Sharon Goerke
	Director of Planning & Development	David Parks
	Chief Administrative Officer	Eric Peterson

*The Chair stated that an information meeting and a public meeting have been called with respect to development within the municipality.*

*The Chair stated that the purpose of information and public meetings are to inform and provide the public with the opportunity to ask questions or to express views with respect to development proposals. In accordance with By-law No. 2007-153, members of the Planning & Development Committee were there to observe and listen to comments.*

*The Chair continued by outlining the format of the information/public meetings to those in attendance as follows:*

- (a) The Township Planner will generally explain the purpose and details of the application;*
- (b) Next, the applicant will present any further relevant information;*
- (c) Next, the public will be permitted to ask questions and express views on the proposal.*
- (d) Next, members of the Committee will be given an opportunity to ask questions for clarification on the proposal.*

*At the conclusion of the meetings, the applicant, and where possible, Township staff will be given the opportunity to respond to the questions and comments received.*

*The Chair advised that the comments received during the information meeting for 3316 Turnbull Drive will be deferred pending receipt of additional information from staff and the scheduling of a formal public meeting.*

*The Chair advised that after the formal public meeting for 3795 Menoke Beach Road is concluded, the Committee will consider the application with due regard to the presentations and views expressed this evening. The Committee will then do one of three things:*

- (1) recommend the application be approved by Township Council – at a future meeting, or*
- (2) deny the application, or*
- (3) defer the application pending further reports from Township staff.*

*The Chair stated that if Township Council decides in favour of the application by adopting the Committee's recommendation, members of the public who have provided oral submissions or written objections but disagree with the decision may appeal the decision to the Ontario Municipal Board, as entitled under the Planning Act.*

## INFORMATION MEETING

*Chair Taylor requested the Township Planner to present the particulars of the Proposed Development located at 3795 Menoke Beach Road.*

The Township Planner advised those in attendance that the purpose of the information meeting is to present to the public and the Planning & Development Committee a redevelopment proposal for property in Part Lot C, Registered Plan 820, geographic Township of Orillia, now in the Township of Severn, municipally known as 3795 Menoke Beach Road. The proposed redevelopment would involve the creation of a subdivision having 88 lots which would support single family detached residences. The subject property will be rezoned to allow this residential development. The intention of this meeting is to obtain feedback from the public and from the Planning & Development Committee with respect to this proposal.

A statutory public meeting, as prescribed under the *Planning Act*, will be scheduled within approximately 60 days.

*Chair Taylor requested if the applicant had any further information to provide with respect to this application.*

Brent Clarkson, MHBC Planning, addressed the Committee on behalf of the applicant and provided the following information:

- This particular development is being dealt with in a series of phases on 19.6 acres of land.
- The applicant is seeking approval for a Zoning By-law Amendment and Plan of Subdivision for the second phase.
- Phase I has been approved for the creation of 12 lots along Wood Avenue.
- Phase II is for the southern portion of the remaining property and Phase III will be development on the northern portion at a later date.
- The northern portion is not being considered at this time as a traffic study needs to be completed and improvements may be required for Menoke Beach Road in order to facilitate this development.
- Phase II has two different sizes of lots for single family detached dwellings.
- The proposed development is in line with the planning policies and supports good planning for this settlement area.

*Chair Taylor requested if there was any persons present who required clarification or wished to speak in favour of or in opposition to this application.*

There were no comments from the public.

*Chair Taylor requested if there was further information which staff or the applicant may wish to provide.*

There were no further comments from staff or the applicant.

*As there were no further comments, the Chair declared the public meeting on this application to be closed at 7:40 p.m.*

*Chair Taylor requested if there were any questions or comments from members of the Committee.*

Member Beach expressed his concerns with only one access point off of Menoke Beach Road for this development.

Consultant

- The final phase of this development will provide for one additional access point for this development.
- The original plans provided four access points, but the final review with the engineer reduced it to two total access points.

Member Marriott expressed concern with the single access point and inquired as to the size of lots in the final phase.

Consultant

- There are larger blocks of land provided in the final phase which will accommodate multiple living areas.
- The planning policies require that development provide a range of living quarters and not just all single family dwellings.

Member Beach inquired as to the location of the water/sewer easement and walkway for the Phase I – 12 lot previously approved.

Consultant

- The easement and walkway has been retained for access from the development to Wood Avenue.

**(see Resolution No. PD112008-01)**

## **PUBLIC MEETING**

*Chair Taylor requested the Township Planner to present the particulars of a Zoning By-law Amendment for 5 Gray Street.*

The purpose of the public meeting is to consider a Zoning By-law Amendment for 5 River Street. The purpose and effect of the proposed amendment is to rezone the property from Residential Second Density (R2) Zone and the General Industrial (M1) Zone to the Residential Third Density Exception Three (R3\*3-H) Holding Zone. The Residential Third Density Exception (R3\*3) Zone will establish zone standards which will apply to a proposed 15 unit two-storey townhouse style condominium development on a private road on the subject property. The Holding provision will be removed upon the owner entering into a Site Plan Agreement and a Development Agreement with the municipality.

The Planner advised that notice of the public information meeting was given in accordance with the Planning Act on October 29, 2008 and a sign was posted on-site. The following correspondence has been received with respect to this application:

**C.C. Tatham & Associates Ltd., 11/13/08**

We are writing on behalf of 807801 Ontario Limited to respond to comments received during the planning meeting of October 16, 2008 at the Council Chambers of the Municipal Office. Our responses have been generated through consultation with the project team, including the developer, Meridian Planning Consultants Inc. and C.C. Tatham & Associates Ltd.

1. S. E. Pokoradi, resident of neighbourhood:
  - *Type of development – style not consistent with the area* – The townhouse style of development is unique in Coldwater, however, the tasteful design of the buildings will allow them to be integrated into the community. The development is proposed

to be finished with stone on the bottom and siding or stucco above. The developer is quite willing to work with the Township to ensure colours and detailing are representative of the heritage of the Village.

- *Snow Removal* – There are some areas on site appropriate for stock piling of snow, however, it will be the responsibility of the condominium corporation to remove snow as required. The condominium corporation will be fully responsible for the cost of winter maintenance.
- *Water runoff from neighbouring properties and backyards* – The grading design matches all existing property lines and ensures no drainage received by the property will be blocked and no runoff is directed to other properties. The existing swale on the north side of the property is being retained and a subdrain is being installed to ensure runoff from properties to the north and east are not impeded. As well, a storm subdrain installation is being proposed to collect the existing runoff from #4 Gray Street.

2. Mrs. K. Vander Boom, resident of the neighbourhood:

- *Will there be fencing* – The developer will work with the Township and the neighbours to provide fencing as needed for the development. Through the Site Plan process a form of buffering acceptable to all parties can be determined.
- *Will our drainage be blocked* – As previously noted, a subdrain will be installed to ensure drainage from #4 Gray Street will be collected.
- *Do not want landscaping work to be on their property* – There is no intention to enter the adjacent properties to complete the proposed grading for the site. The grading as designed matches the existing elevations along the property boundaries.

3. Doug Beach, Committee Member:

- *There are existing humps on River Street and Gray Street, these should be removed* – We concur there is a hump on River Street, however, this is an existing condition not to be made worse by the developer, and it will not interfere with sightlines for traffic entering or leaving the development. Therefore, it is not the developer's responsibility to repair. However, we note the connection to the sanitary sewer will require excavation into this area at which time the Township will have an opportunity to address the issue. The developer is willing to work with the Township on this issue.  
We have reviewed the profile of Gray Street and confirm there is a slight rise where the railway crossing used to be, but the existing condition is satisfactory with respect to sight lines.
- *Sight lines at the entrance on River Street* – The proposed entrance location has sight lines in excess of 85 m in both direction, which is sufficient to permit a vehicle exiting the site as well as for cars approaching in either direction.
- *6.0 m wide access road should be widened through the development* – There is limited width on the property to provide extra lane width without further reducing rear yard setbacks.  
The current arrangement provides sufficient areas for the units, rear yard, access road, and driveways. No parking will be permitted on the access road to ensure the road is clear for emergency vehicles. We also note this is a private development and the 6 m wide access platform is standard for these developments in many municipalities and in accordance with the Ontario Building Code.

4. Phil Sled, Committee Member:
  - *Proximity of Harriet Street to the access point onto River Street with respect to traffic; suggests developer consider an emergency entrance only on River Street and perhaps gate the entrance* – The 15 units are not expected to generate more than 15 peak hour trips from the development. This can easily be accommodated by the existing roads. There is a 40 m separation between Harriet Street and the River Street access to the development and the new entrance does not impact the existing conditions at Harriet Street. As noted above, there is sufficient sight distance to permit full traffic operations. With respect to gating the entrance and/or permitting emergency entrance only on River Street, this cannot be provided since there is insufficient space on the property to construct a proper turnaround for those occupants living closest to River Street, visitors, snow plows or garbage trucks.
5. Judith Cox, Committee Member:
  - *Access and suggested gate on River Street* – This has been addressed in Item 4.
  - *Plan creates a thoroughfare that can be used as a short cut* – Drivers cutting through the property are essentially trespassing, and this activity can be enforced by police, if required. Regardless short cutting through the site will likely not be an issue. The route through the site will be slower with an additional stop and an additional turn when compared to the existing River and Gray Streets.
  - *Confirm the proposed finishes are stone or brick on the bottom and siding on top* – Addressed in Item 1.
6. Mark Taylor, Committee Member:
  - *Garbage removal on site* – The developer will open discussions with the County of Simcoe regarding garbage collection and determine if door to door pick up can be provided. Should it be resolved that a common garbage disposal box is required, a spot on site will be provided in order to ensure residents have property garbage pick up. This matter can be addressed through the Site Plan process.

We trust this is sufficient to permit the project to proceed to a public meeting on November 20, 2008. Feel free to call if you have any questions or require further information.

#### **Coldwater Gallery, 11/19/08**

Generally I am in favour of most developments in our area because they are good for business. However, in this case I am very concerned about the former railway lands being displaced by housing. My preference would be to see and use a well developed paved trail similar to what currently exists in Tay Township, Midland and Orillia.

Since I live in Victoria Harbour and have my business on the Main Street in Coldwater the idea of bicycling to work has always interested me. However, current conditions make this impossible.

There are likely many people who would support the idea of a paved, motor-free trail across the township linking Midland to Orillia. It would help unify, boost tourism, reduce carbon emissions, keep people healthy longer, and transform Severn Township's stodgy image into one of a progressive socially and environmentally responsible, governing body.

My suggestion is to design a plan that incorporates a paved trail into or along side the proposed development. Otherwise, I strongly oppose the current plan. Please advise the council's decision on this matter and confirm details regarding trail ownership, rights and plans throughout Severn Township.

*Chair Taylor requested if the applicant had any further information to provide with respect to this application.*

Jamie Robinson, Meridian Planning Consultants, addressed the Committee and provided an overview of the proposed development (**Appendix “1”**).

*Chair Taylor requested if there were any persons present who required clarification or wished to speak in favour of or in opposition to this application.*

There were no comments from the public.

*Chair Taylor requested if there was further information which staff or the applicant may wish to provide.*

There were no further comments from staff or the applicant.

*As there were no further comments, the Chair declared the public meeting on this application to be closed at 8:04 p.m.*

*Chair Taylor requested if there were any questions or comments from members of the Committee.*

Member Sled advised that he still had concerns with the access point from River Street and that he could not support this application unless it was a gated access for emergency only. Member Sled suggested that the smaller unit on the end of the development could be removed to provide a turnaround for traffic accessing the site.

Consultant

- The consultant agreed to look further into this matter with the traffic engineers for a solution to the River Street access.

Member Beach advised that if the River Street access was to be a locked access, the 6 metre private roadway may not be wide enough to accommodate two-way traffic on site.

Consultant

- The roadway could be widened to the south abutting the parkette but that would eliminate the setbacks provided.
- The consultant is willing to work with the municipality to solve this concern.

The Planner advised that the Township will review the setbacks and road widening concerns in order to ensure that the parkette is not affected negatively from this development.

Member Beach advised that he was still concerned with the sight lines from the access onto River Street and the close location of Harriet Street.

Consultant

- The consultant has reviewed the sight lines on site in both directions and they comply with the MTO standards of 85 metres of clear vision on River Street.

Member Beach expressed his concern with the sight lines and also the speeding of vehicles in this area.

Member Sled received confirmation that fencing will not be installed along the parkette area abutting the development.

Member Crichton advised that the use of a snowblower rather than a plow would assist with snow removal and protect the parkette.

**(See Resolution No. PD112008-02)**