

MINUTES OF THE MEETING OF THE PLANNING & DEVELOPMENT COMMITTEE
HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, THURSDAY,
MARCH 17, 2016 AT 7:00 P.M.

PRESENT:	Chair	Ron Stevens
	Members	Mike Burkett Judith Cox Jane Dunlop Mark Taylor Donald Westcott
STAFF:	Director of Planning & Development	Andrew Fyfe
	Clerk	Sharon Goerke
	Manager of Recreation & Facilities	Patricia Harwood
	Chief Administrative Officer	Henry Sander

CALL TO ORDER

Chair Stevens called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF

- "NIL"

PUBLIC MEETINGS

Public Meeting re Proposed Zoning By-law Amendment – 3979 Sandcastle Court.

MOTION PD031716-01: *Moved by Member Cox and seconded by Member Burkett that an Application for a Zoning By-law Amendment for 3979 Sandcastle Court be approved; AND FURTHER THAT the Clerk be directed to prepare a Draft Zoning By-law for consideration of Council.*

CARRIED

DELEGATIONS

- "NIL"

REPORTS FROM OFFICIALS (*for information*)

Building Report for the Month of February 2016.

By-law Enforcement Report for the Month of February 2016.

Society for the Prevention of Cruelty to Animals – Statement of Pound Services for the Month of February 2016.

Planning Report No. P16-010, 03/08/16, with respect to a Housekeeping Zoning By-law Amendment – 3979 Sandcastle Court.

MOTION PD031716-03: *Moved by Member Taylor and seconded by Member Dunlop that the following Reports from Officials be received as information:*
(a) Building Report for the month of February 2016;
(b) By-law Enforcement Report for the month of February 2016;
(c) SPCA Report for the month of February 2016; and
(d) Planning Report, dated March 8, 2016, with respect to an Application for a Zoning By-law Amendment for 3979 Sandcastle Court.

CARRIED

REPORTS FROM OFFICIALS (*for direction*)

Public Works Report No. W16-008, 03/04/16, with respect to Engineering Support for a Growth Management Strategy.

MOTION PD031716-04: *Moved by Member Westcott and seconded by Member Cox that Public Works Report No. W16-008, dated March 4, 2016, with respect to Engineering Support for a Growth Management Strategy be received; AND FURTHER THAT the proposal from Stantec Consulting Ltd. with respect to micro-monitoring in the Coldwater Sewer System be approved;*

March 17, 2016

AND FURTHER THAT C.C. Tatham be retained to provide consulting support for a review of the capacities of the Township's municipal water and sanitary sewage systems in Washago, Westshore and Coldwater settlement areas including consideration of the results of the micro-monitoring program by Stantec.

CARRIED

Recreation Report No. R16-017, 03/07/16, with respect to Wildlife Fitness.

MOTION PD031716-02: *Moved by Member Westcott and seconded by Member Burkett that Recreation Report No. R16-017, dated March 7, 2016, with respect to Wildlife Fitness be received; AND FURTHER THAT Resolution No. CRAC02092916-07 of the Culture & Recreation Advisory Committee be affirmed; AND FURTHER THAT the requests for changes to facility fees continue to be reviewed annually.*

CARRIED

Administration Report No. A16-001, 01/11/16, with respect to the Westshore Recreation Facility.

MOTION PD031716-05: *Moved by Member Cox and seconded by Member Burkett that Administration Report No. A16-001, dated January 11, 2016, with respect to the Westshore Recreation Facility be received; AND FURTHER THAT staff be directed to prepare a RFP for Architectural Services for the Westshore Facility as discussed at this meeting; AND FURTHER THAT staff be directed to secure the selected site for the Westshore Facility.*

CARRIED

Administration Report No. A16-003, 02/01/16, with respect to the Economic Development Fund.

MOTION PD031716-06: *Moved by Member Cox and seconded by Member Burkett that Administration Report No. A16-003, dated February 1, 2016, with respect to the Economic Development Fund be received;*

March 17, 2016

AND FURTHER THAT staff report further on this matter.

CARRIED

Administration Report No. A15-051, 12/31/15, with respect to the Township's Strategic Plan.

MOTION PD031716-07: *Moved by Member Taylor and seconded by Member Dunlop that Administration Report No. A16-051, dated December 31, 2015, with respect to the Township's Strategic Plan be received;
AND FURTHER THAT an outside consultant be hired to review the Township's Strategic Plan as discussed at this meeting.*

CARRIED

CORRESPONDENCE (for information)

Sustainable Severn Sound with respect to the Sustainability Steering Committee Meeting – February 4, 2016.

Ontario Municipal Board, 02/25/16, with respect to 3979 Sandcastle Court.

MOTION PD031716-08: *Moved by Member Dunlop and seconded by Member Taylor that the following correspondence be received as information:
(a) Sustainable Severn Sound re Steering Committee Meeting – February 4, 2016; and
(b) Ontario Municipal Board, 02/25/16, with respect to 3979 Sandcastle Court.*

CARRIED

CORRESPONDENCE (for direction)

Shane & Kirsty Spencer, 03/01/16, with respect to an Official Plan Update.

MOTION PD031716-09: *Moved by Member Burkett and seconded by Member Westcott that a letter from Shane & Kirsty Spencer, dated March 1, 2016, with respect to development in Washago be referred to the Official Plan Review.*

CARRIED

UNLISTED ADDITIONS

- “NIL”

Motion to close the meeting to the public.

MOTION PD031716-10: *Moved by Member Westcott and seconded by Member Cox that this meeting be and it is hereby closed to the public pursuant the Municipal Act, S.O. 2001, Chapter 25, Section 239.(2), for the purpose of considering litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.*

CARRIED

CONFIDENTIAL

Motion to reopen the meeting to the public.

MOTION PD031716-11: *Moved by Member Burkett and seconded by Member Westcott that this meeting be and it is hereby now reopened to the public.*

CARRIED

CONFIDENTIAL AGENDA

Reports from Officials

Confidential Corporate Services Report No. C16-012, 03/09/16, with respect to the Riverhouse Restaurant – Holding Tank – License of Occupation Agreement.

MOTION PD012816-12: *Moved by Member Burkett and seconded by Member Cox that Confidential Corporate Services Report No. C16-012, dated March 9, 2016, with respect to the Riverhouse Restaurant Encroachment – Holding Tank be received; AND FURTHER THAT staff be requested to meet with the owners to review a plan for the future.*

Correspondence

- “NIL”

ADJOURNMENT – 9:00 p.m.

March 17, 2016

MOTION PD031716-13: *Moved by Member Westcott and seconded by Member Burkett that this meeting be and it is hereby now adjourned.*

CARRIED

Ron Stevens
Chair

Sharon R. Goerke
Clerk

NOTES OF A PUBLIC MEETING HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, THURSDAY, MARCH 17, 2016 AT 7:00 P.M.

PRESENT:	Chair	Ron Stevens
	Members	Mike Burkett Judith Cox Jane Dunlop Mark Taylor Donald Westcott
STAFF:	Director of Planning & Development	Andrew Fyfe
	Clerk	Sharon Goerke
	Manager of Recreation	Pat Harwood (part of meeting)
	Chief Administrative Officer	Henry Sander

Chair Stevens advised those in attendance that there was one public meeting called this evening in accordance with the Planning Act with respect to development within the municipality.

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

The Chair advised that the format of the public meetings will be as follows:

- 1. The Township Planner will generally explain the purpose and details of the application;*
- 2. Next, the public will be permitted to ask questions and express views on the proposal and then the public portion of the meeting will be closed; and*
- 3. Next, members of the Committee will be given the opportunity to ask questions for clarification on the proposal.*

The Chair advised that at the conclusion of the meeting Township staff will be given the opportunity to respond to the questions and comments received. After the public meeting is concluded, this 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:

March 17, 2016

- (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.*

Chair Stevens advised that if Township Council decides in favour of the application by adopting this 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. If individuals wish further notification of this application, please record your name, address and telephone number on the appropriate list located at the rear of the Council Chambers.

PUBLIC MEETING

The Chair requested the Township Planner to explain the intent and purpose of Zoning By-law Amendment for 3979 Sandcastle Court.

The Planner advised those in attendance that the purpose and effect of the proposed Zoning By-law Amendment is to amend Zoning By-law No. 2010-65 , as amended, of the Township of Severn to rezone property described as Lot 21, Plan 1609, geographic Township of North Orillia, now in the Township of Severn and municipally known as 3959 Sandcastle Court. The proposed Zoning By-law Amendment would rezone the subject property from Shoreline Residential Two Exception Severn (SR2-7) Zone to the Shoreline Residential Two (SR2) Zone to reinstate the previous zoning provisions which applied to the property prior to the Township adopting new Zoning Schedules (maps) in September 2015. The new schedules contained a mapping error for this property as the SR2-7 Zone is a site specific zone applying to a different property within the Township.

The Planner advised that notice of this application was given in accordance with the *Planning Act* on February 26, 2016 and the following correspondence has been received:

Planning Report No. P16-010, 03/08/16

Background

County Official Plan:	Greenland (2007 version & current under appeal)
Township Official Plan:	Greenland
Current Township Zoning:	Shoreline Residential Two Exception Severn (SR2-7)
Legal Description:	Plan 1609, Lot 21 Block E, geographic Township of North Orillia, now in the Township of Severn
Municipal Address:	3979 Sandcastle Court (Appendix 1)

March 17, 2016

On September 3rd, 2015 Council passed By-law 2015-74 which updated the maps or schedules for Zoning By-law 2010-65, as amended. The new schedules were intended to be a cleanup of some previous errors in the old schedules as well as to include any rezonings which had taken place since the previous schedules were drafted and updated. This was done as part of staff's continuous review and updating of the schedules to ensure accuracy and proper zoning for the properties within the Township.

An error that has recently come to the attention of staff is that 3979 Sandcastle Court is currently shown as Shoreline Residential Two Exception Seven (SR2-7) on the schedules updated in September 2015. However, this site specific zone was passed by the Ontario Municipal Board (OMB) last year as part of the Forest Glen redevelopment proposal for 1959 Peninsula Point Road. The board's order specifies that the zoning in place be a site specific zone for that property with specific provisions and therefore the inclusion of 3979 Sandcastle Court in that zoning is a clear error.

The property at 3979 Sandcastle Court is currently the subject of an OMB appeal regarding Council's refusal of the property owner's application for a zoning by-law amendment to permit an accessory apartment. The proposed housekeeping zoning amendment is completely separate from the current OMB proceedings. Although the current categorization of 3979 Sandcastle Court does not permit any additional uses on the subject lands it also restricts the further development of any decks or accessory buildings. The advice of the Township's solicitor was that a cleanup of the zoning schedule for this property was appropriate regardless of the pending hearing process. Planning staff is recommending the property be returned to the Shoreline Residential Two (SR2) Zone which the property was zoned prior to the September 2015 zoning schedules. The SR2 zone is in place on all of the waterfront lots within the Sandcastle Court and Lakeside Drive area as this zone is intended for waterfront properties with private or limited services and will restore all of the previous permissions for the property which were in place prior to the new zoning schedules.

Attached for Committee's review is a portion of the zoning schedules which were previously in effect, passed under By-law 2015-43 in May 2015 (**Appendix 2**) as well as a portion of the current in effect schedule (**Appendix 3**) from By-law 2015-74. A draft by-law is attached as **Appendix 4** for Committee's consideration.

Subject to the comments received at the public meeting, any additional submissions from circulated agencies and departments, and any further review that Planning Committee may seek, Staff supports this proposed amendment to the Zoning By-law.

Financial Impact

There are no external costs associated with the proposed zoning by-law amendment.

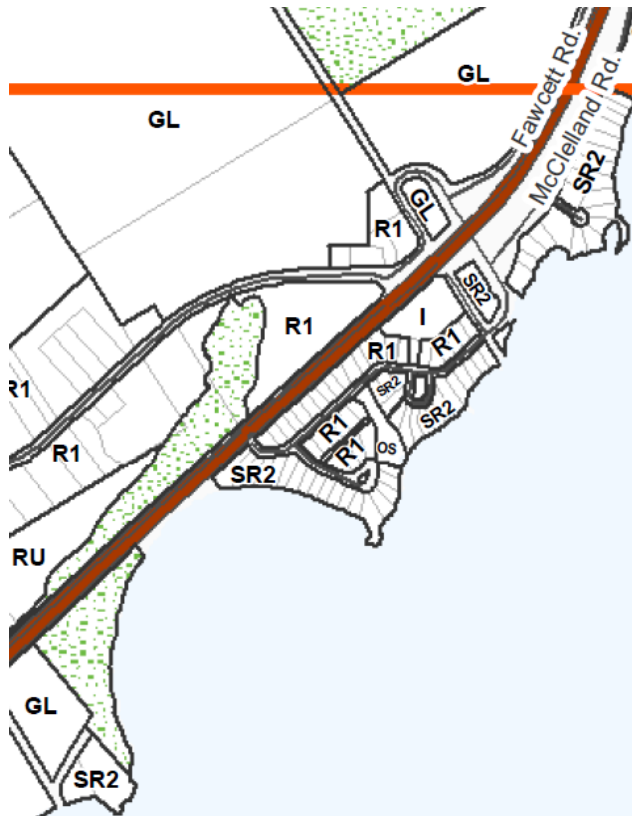
Appendix 1



Appendix 2

Zoning By-law 2010-65, as amended portion of Schedule D-4, Adopted with By-law 2015-43

Zoning Codes



- R1 - Residential One
- R2 - Residential Two
- RM1 - Residential Multiple One
- RM2 - Residential Multiple Two
- RR - Rural Residential
- ER - Estate Residential
- MHR - Mobile Home Residential
- SR1 - Shoreline Residential One
- SR2 - Shoreline Residential Two
- SR3 - Shoreline Residential Three

- I - Institutional
- OS - Open Space
- GL - Greenlands
- CL - Crownland
- RU - Rural
- AG - Agricultural
- CF - County Forest Lands

- M1 - Light Industrial
- M2 - General Industrial
- M3 - Extractive Industrial
- M4 - Waste

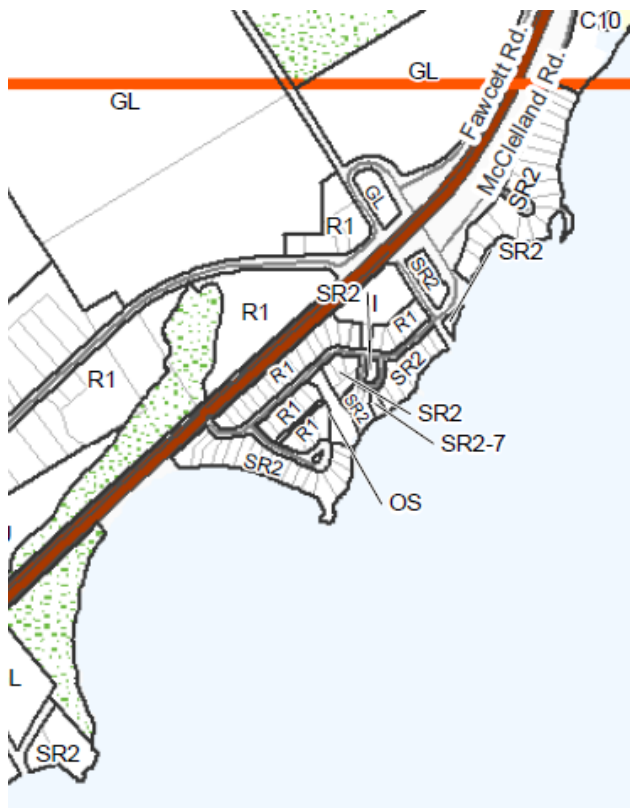
- C1 - General Commercial
- C2 - Downtown Commercial
- C3 - Neighbourhood Commercial
- C4 - Highway Commercial
- C5 - Space Extensive Commercial
- C6 - Shopping Centre Commercial
- C7 - Rural Commercial
- C8 - Tourist Resort Commercial
- C9 - Recreational Commercial
- C10 - Shoreline Commercial

Legend

- Provincial Highway
- County Road
- Private Road
- Local Road
- Railway
- Environmental Protection Area
- Parcels
- Settlement Areas
- Secondary Plan Area

Appendix 3

Zoning By-law 2010-65, as amended portion of Schedule D-4, Adopted with By-law 2015-74



Zoning Codes

- R1 - Residential One
- R2 - Residential Two
- RM1 - Residential Multiple One
- RM2 - Residential Multiple Two
- RR - Rural Residential
- ER - Estate Residential
- MHR - Mobile Home Residential
- SR1 - Shoreline Residential One
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- C1 - General Commercial
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- C3 - Neighbourhood Commercial
- C4 - Highway Commercial
- C5 - Space Extensive Commercial
- C6 - Shopping Centre Commercial
- C7 - Rural Commercial
- C8 - Tourist Resort Commercial
- C9 - Recreational Commercial
- C10 - Shoreline Commercial

Legend

- Provincial Highway
- County Road
- Private Road
- Local Road
- Railway
- Environmental Protection Area
- Parcels
- Settlement Areas
- Secondary Plan Area

March 17, 2016

Appendix 4

THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2016-XX

BEING A ZONING BY-LAW TO REGULATE THE USE OF LAND AND THE CHARACTER, LOCATION AND USE OF BUILDINGS OR STRUCTURES ON CERTAIN LANDS DESCRIBED AS LOT 21, PLAN 1609, GEOGRAPHIC TOWNSHIP OF NORTH ORILLIA, NOW IN THE TOWNSHIP OF SEVERN (3979 SANDCASTLE COURT)

WHEREAS the matters hereinafter set out comply with the Official Plan in effect for the Township of Severn;

AND WHEREAS the Council of the Corporation of the Township of Severn deems it advisable to amend the provisions of Zoning By-law No. 2010-65, as otherwise amended, as they apply to those lands described as Lot 21, Plan 1609, geographic Township of Orillia, municipally known as 3979 Sandcastle Court;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SEVERN HEREBY ENACTS AS FOLLOWS:

1. THAT Schedule "D-4" of Zoning By-law No. 2010-65, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands described as Plan 1609, Lot 21, geographic Township of North Orillia, now in the Township of Severn, Shoreline Residential Two Exception Seven (SR2-7) Zone to the Shoreline Residential Two (SR-2) Zone in accordance with Schedule "1" attached hereto and forming part of this By-law.
2. THAT Zoning By-law No. 2010-65, as otherwise amended, is hereby amended to give effect to the foregoing, but Zoning By-law No. 2010-65, as otherwise amended, shall in all other respects remain in full force and effect save as same may be otherwise amended or herein dealt with.
3. THAT subject to the provisions of the *Planning Act*, R.S.O. 1990, as amended, this By-law shall come into force on the date it is passed by the Council of the Corporation of the Township of Severn.

March 17, 2016

By-law read a first and second time this day of _____, 2016.

By-law read a third time and finally passed this day of _____, 2016.

CORPORATION OF THE TOWNSHIP OF SEVERN


MAYOR

CLERK

SCHEDULE "1"

LOT 21, PLAN 1609, GEOGRAPHIC TOWNSHIP OF NORTH ORILLIA, NOW IN THE TOWNSHIP OF SEVERN (3979 SANDCASTLE COURT)



 Lands to be rezoned from Shoreline Residential Two Exception Seven (SR2-7) to the Shoreline Residential Two (SR-2) Zone.

March 17, 2016

This is Schedule '1' to By-law No. 2016-XX
Passed the day of _____, 2016

MAYOR

CLERK

The Chair inquired if there were any persons present who had either questions or comments on the application? The Chair requested that those providing comments on the application please rise, state their name and address and spell their last name for the minutes. The Chair also advised that the names and addresses of those individuals who speak at the meeting will appear in the meeting minutes which are public documents.

Joe Wise, owner of 3975 Sandcastle Court, addressed the Committee and inquired as to the status of the Ontario Municipal Board Hearing now that the hearing had been cancelled and what remediation the Township would be taking in regards to the development at this property.

The Planner advised that the notice was confusing and the hearing had been adjourned only and the applicant can bring this matter back to the Board in the future. The development of this property has not been resolved and the Township will consulting with their Solicitor as how to proceed. The current proposed Zoning By-law Amendment does not have any effect on the previous applications before the Ontario Municipal Board.

The Chair inquired if there were any further information which staff may wish to provide?

There were no further comments from staff.

As there were no further comments on this application, the Chair declared the public portion of the meeting closed at 7:09 p.m.

The Chair inquired if members of the Committee required further clarification of the application or had any further comments.

There were no further comments from the Committee Members.

(See Resolution No. PD031716-01)