

MINUTES OF THE MEETING OF THE PLANNING & DEVELOPMENT COMMITTEE
HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, WEDNESDAY,
JUNE 21, 2017 AT 7:00 P.M.

PRESENT: Chair John Betsworth
Members Mike Burkett
Jane Dunlop
Ron Stevens
Mark Taylor
Donald Westcott

ABSENT: Judith Cox

STAFF: Chief Administrative Officer Henry Sander
Clerk Sharon Goerke
Director of Public Works & Utilities Derek Burke (part of meeting)
Director of Planning & Development Andrea Woodrow

CALL TO ORDER

Chair Betsworth called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF

- "NIL"

PUBLIC MEETINGS

Public Meeting with respect to Proposed Zoning By-law Amendment – 2 Gray Street.

MOTION PD062117-01: *Moved by Member Dunlop and seconded by Member Taylor that an Application for a Zoning By-law Amendment for 2 Gray Street 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 May 2017.

By-law Enforcement Report for the Month of May 2017.

Society for the Prevention of Cruelty to Animals – Statement of Pound Services for the Month of May 2017.

Planning Report No. P17-024, 06/13/17, with respect to a Zoning By-law Amendment and Draft Plan of Subdivision for 2 Gray Street.

MOTION PD062117-02: *Moved by Member Cox and seconded by Member Stevens that the following Reports from Officials be received as information:*

- a) *Building Report for the Month of May 2017;*
- b) *By-law Enforcement Report for the Month of May 2017;*
- c) *Society for the Prevention of Cruelty to Animals – Statement of Pound Services for the Month of May 2017;*
- d) *Planning Report No. P17-024, 06/13/17, with respect to a Zoning By-law Amendment for 2 Gray Street.*

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning Report No. P17-025, 06/12/17, with respect to 1959 Peninsula Point Road.

MOTION PD062117-03: *Moved by Member Burkett and seconded by Member Taylor that Planning Report No. P17-025, dated June 12, 2017, with respect to 1959 Peninsula Point Road; AND FURTHER THAT as requested by the County of Simcoe, the Subdivision/Condominium Agreement be amended by deleting Section "17 Garbage Collection – Private Services" in its entirety and inserting "Section 8.1 – Garbage Collection" in lieu thereof as contained in this Report.*

CARRIED

June 21, 2017

Public Works Report No. W17-017, 06/13/17, with respect to Engineering Services – Muskoka Services – Muskoka Street Reconstruction.

MOTION PD062117-04: *Moved by Member Westcott and seconded by Member Stevens that Public Works Report No. W17-017, dated June 13, 2017, with respect to Engineering Services – Muskoka Street Reconstruction be received; AND FURTHER THAT the proposal received by Tulloch Engineering Inc. be awarded in the amount of \$48,195.00, plus HST.*

CARRIED

CORRESPONDENCE (for information)

- “NIL”

CORRESPONDENCE (for direction)

- “NIL”

Motion to close the meeting to the public.

MOTION PD062117-05: *Moved by Member Stevens and seconded by Member Westcott that this meeting be and it is hereby now closed to the public pursuant to 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 PD062117-06: *Moved by Member Stevens and seconded by Member Westcott that this meeting be and it is hereby now reopened to the public.*

CARRIED

June 21, 2017

Reports from Officials

Confidential Planning Report No. P17-028, 06/13/17, with respect to an Ontario Municipal Board Appeal – 3588 Maleys Road.

MOTION PD062117-07: *Moved by Member Westcott and seconded by Member Burkett that Confidential Planning Report No. P17-028, dated June 13, 2017, with respect to an Ontario Municipal Board Appeal – 3588 Maleys Road be received; AND FURTHER THAT staff be directed to proceed with Option 1 as contained in this report and as discussed at this meeting.*

CARRIED

Correspondence

- “NIL”

ADJOURNMENT – 7:45 p.m.

Motion to adjourn.

MOTION PD062117-08: *Moved by Member Taylor and seconded by Member Dunlop that this meeting be and it is hereby now adjourned.*

CARRIED

John Betsworth
Chair

Sharon Goerke
Clerk

June 21, 2017

MINUTES OF A PUBLIC MEETING AND PUBLIC INFORMATION MEETING HELD IN THE ADMINISTRATION OFFICE, 1024 HURLWOOD LANE, WEDNESDAY, JUNE 21, 2017 AT 7:00 P.M.

PRESENT:	Chair	John Betsworth
	Members	Mike Burkett Jane Dunlop Ron Stevens Mark Taylor Donald Westcott
ABSENT:	Member	Judith Cox
STAFF:	Clerk	Sharon Goerke
	Chief Administrative Officer	Henry Sander
	Director of Planning & Development	Andrea Woodrow

Chair Betsworth advised those in attendance that there is 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. Township staff will generally explain the purpose and details of the application;*
- 2. Next, the applicant will present any further relevant information;*
- 3. 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*
- 4. 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:

June 21, 2017

- (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 Betsworth 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 staff to explain the intent and purpose of Zoning By-law Amendments for 2 Gray Street.

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 it applies to properties described as Part of Block P, Plan 516, Parts 1 and 2, 51R-29623, former Village of Coldwater, now in the Township of Severn, municipally known as 2 Gray Street to rezone the property from the Institutional (I) Zone to a site-specific Downtown Commercial Exception (C2-X) Zone which would permit all the uses permitted in the C2 Zone with the addition of a site specific definition of Bakery that is "...including but not limited to nuts, candied foods and candies... and the retail sale of products". Additionally, the site specific C2-X Zone would recognize the existing non-complying zoning provisions related to the existing structure and property.

The Planner advised that notice of this application was given in accordance with the *Planning Act* on May 31, 2017 and the following correspondence has been received:

Planning Report No. P17-024, 06/13/17

Background:

County Official Plan:	Settlements (Coldwater)
Township Official Plan:	Settlement Employment Area (Coldwater)
Township Zoning:	Institutional (I) Zone
Legal Description:	Parts 1 and 2 on 51R-29623, South-west quarter of Lot 23, Concession 12 (former Township of Medonte), Part of Block P, Registered Plan 516 (former Village of Coldwater)
Municipal Address:	2 Gray Street (Appendix 1 – Location Map)

June 21, 2017

The subject lands have a frontage of approximately 15 metres (50 ft.) on Gray Street with an area of approximately 0.04 hectares (0.1 acres). The existing building on the subject lands once contained a municipal office and fire hall. Presently, the majority of the building is vacant with a portion being utilized for one residential dwelling unit. The surrounding land uses consist of a mix of existing commercial buildings and residential dwellings. (**Appendix 2 – Aerial Imagery**).

The applicant is seeking a Zoning By-law Amendment to rezone the subject lands from the Institutional (I) Zone to a site-specific Downtown Commercial Exception Two (C2-Two) Zone. The intent of the proposed Amendment is to permit all of the uses permitted in the C2 Zone, together with the incorporation of a site-specific definition of Bakery, to permit the applicant's business "Copperpot Nuts" to relocate to the subject lands in the "garage-type" section of the building (**Appendix 3 – Draft Future Development Plan**). The site-specific definition of Bakery proposes to include the permission for the roasting of nuts, the candying of foods and the production of candies together with the sale of retail products beyond just those produced on site. The addition of a second Accessory Dwelling Unit and future commercial space are also proposed. Finally, the site-specific C2-2 Zone also proposes to recognize the existing non-complying zoning provisions (e.g. setbacks) of the existing building and property.

Planning and Development staff visited the property prior to the writing of this report.

A discussion of the various planning documents that have bearing on this application follows.

Provincial Policy Statement, 2014 ("PPS")

The PPS promotes Settlement Areas to be the focus of growth through intensification and redevelopment, while encouraging a range of housing types and densities being serviced by existing infrastructure and facilities. New uses are to be compatible with the existing community by ensuring the mitigation or prevention of adverse effects such as odour or noise that could pose a risk to public health and safety.

The proposal to add additional commercial and residential floor area to an existing, underutilized building meets the intent of intensification and re-development. In addition, the mixed-use proposal includes a compatible employment use as well as an additional form of affordable housing stock that is serviced by the existing municipal water and sewage systems. Overall, the proposed new uses will support and enhance the existing Coldwater community.

The application is consistent with the policies, goals and objectives of the PPS.

June 21, 2017

Growth Plan for the Greater Golden Horseshoe, as amended (the “Growth Plan”)

The Growth Plan directs intensification and re-development to Settlement Areas to optimize the use of existing infrastructure, achieve increased densities and support complete communities including a range of commercial and housing choices.

The application conforms to the objectives of the Growth Plan.

County of Simcoe Official Plan (as approved by the OMB in 2016)

The subject lands are within the Settlements designation in the County Official Plan. Settlements are to be the focus of both population and employment growth to allow for the efficient use of land and existing water, sewer and other services to minimize land consumption and servicing costs.

The application conforms to the applicable provisions of the County Official Plan, including supporting the required intensification targets for settlement areas.

Township of Severn Official Plan

The subject lands are designated Settlement Employment Area in the Township’s Official Plan, which encourages the uses proposed. The intent of the Settlement Employment Area is to encourage commercial development that will assist in providing a full range of goods and services, at appropriate locations, to meet the needs of the Township’s residents, employees and businesses. In addition, the promotion of the efficient use of existing and planned infrastructure by creating the opportunity for various forms of commercial and residential intensification is encouraged where appropriate.

In support of the mixed-use application, the applicant has submitted a letter report dated March 30, 2017 from BAE Environmental to confirm that the proposed food production activities will not have detrimental effects in excess of Provincial regulations and the Ministry of Environment and Climate Change Land Use Compatibility Guidelines (i.e. D6).

The application conforms to the applicable provisions of the Township Official Plan.

Township of Severn Zoning By-law 2010-65, as amended

The proposed Zoning By-law Amendment is included in **Appendix 4 – Draft Zoning By-law Amendment.**

The proposed Zoning By-law Amendment recognizes that the existing building and property pre-dates the Township’s Zoning By-law 2010-65, as amended, and does not meet provisions such as the required setbacks. The property does not have parking available on site. Under Section 4 of By-law 2010-65, the parking requirement for Institutional Uses is actually greater than the cumulative requirement for the proposed Bakery, Retail and two (2) Accessory Dwelling Units. There is no net increase in the

demand for parking under the Zoning By-law and additional parking is not required. There is also a municipal parking lot and on-street parking in close proximity to the subject lands. Therefore, in addition to the proposed change to the C2-2 Zone, which includes a site-specific definition of Bakery, the existing non-complying building and property will also be recognized.

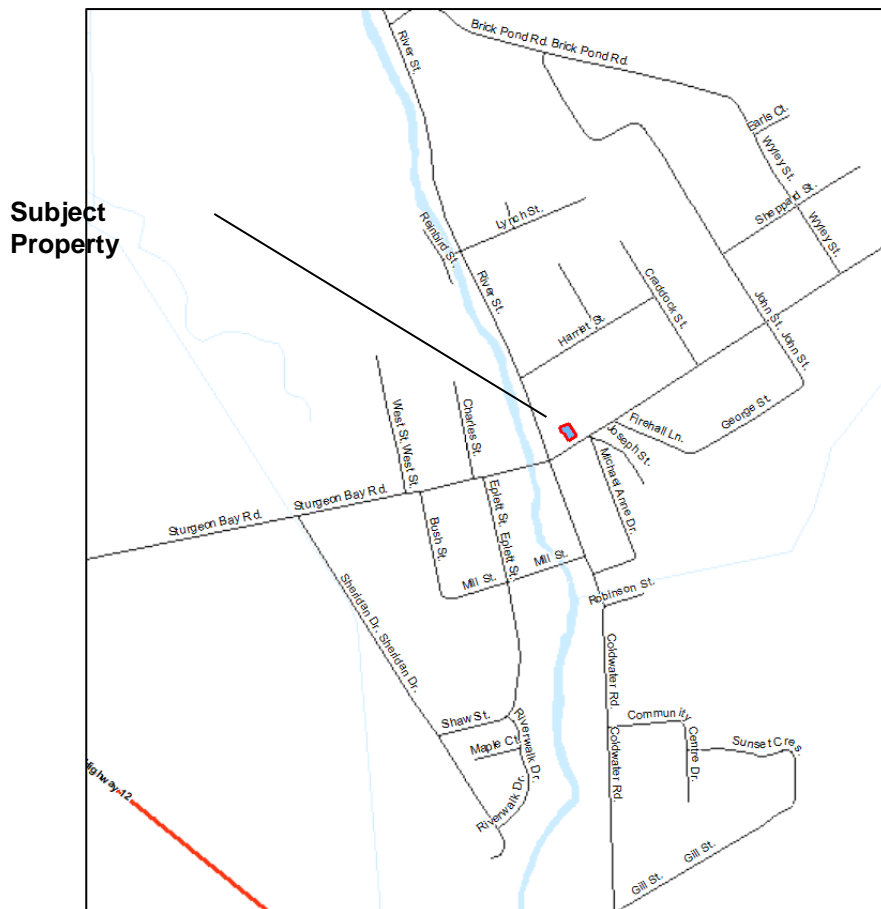
The proposed Zoning By-law Amendment meets the general intent and purpose of the Township's Comprehensive Zoning By-law, 2010-65, as amended.

Subject to the comments received at the Public Meeting, and any additional submissions from circulated agencies and departments, and any further review the Planning Committee may seek, Staff supports this proposed amendment to Zoning By-law 2010-65, as amended.

Financial Impact

There are no external costs associated with the proposed Zoning By-law Amendment.

Appendix 1 – Location Map for 20 Gray Street



June 21, 2017

Appendix 4 - Draft Zoning By-law Amendment

THE CORPORATION OF THE TOWNSHIP OF SEVERN

BY-LAW NO. 2017-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 PARTS 1 AND 2 ON 51R-29623, SOUTH-WEST QUARTER OF LOT 23, CONCESSION 12 (FORMER TOWNSHIP OF MEDONTE), PART OF BLOCK P, REGISTERED PLAN 516 (FORMER VILLAGE OF COLDWATER), NOW IN THE TOWNSHIP OF SEVERN (2 GRAY STREET)

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 Parts 1 and 2 on 51R-29623, South-west quarter of Lot 23, Concession 12 (former Township of Medonte), Part of Block P, Registered Plan 516 (former Village of Coldwater), now in the Township of Severn, municipally known as 2 Gray Street;

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

1. THAT Schedule "S-1-5" of Zoning By-law No. 2010-65, as otherwise amended, is hereby amended by changing the Zone Classification on certain lands described as Parts 1 and 2 on 51R-29623, South-west quarter of Lot 23, Concession 12 (former Township of Medonte), Part of Block P, Registered Plan 516 (former Village of Coldwater), municipally known as 2 Gray Street, from Institutional (I) to Downtown Commercial Exception Two (C2-2) in accordance with Schedule "1" attached hereto and forming part of this By-law.
2. THAT Section 7.5.2 entitled "Exceptions to Downtown Commercial (C2) Zone" of Zoning By-law No. 2010-65, as amended, is hereby further amended by adding the following to the Table at the end thereof:

Exception	By-law	Location	Schedule	Special Provisions
C2-2	2017-XX	Parts 1 and 2 on 51R-29623, South-west quarter of Lot 23, Concession 12 (former Township of Medonte), Part of Block P, Registered Plan 516 (former Village of Coldwater) 2 Gray Street	S-1-5	<u>Special Provisions:</u> Notwithstanding any other provision of the By-law, the existing non-complying building shall be deemed to comply with respect to any deficiencies. Notwithstanding the definition in Section 11, a "Bakery" shall mean "A building, or part of a building, in which the milling of grain, production of bread, roasting of nuts, candying of foods, production of candies and other similar products is undertaken, and includes ancillary uses of storage, warehouse, office facilities in connection with this operation and the retail sale of products beyond just those produced on the subject lands."

3. 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.
4. 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.

By-law read a first and second time this day of _____, 2017.

By-law read a third time and finally passed this day of _____, 2017.

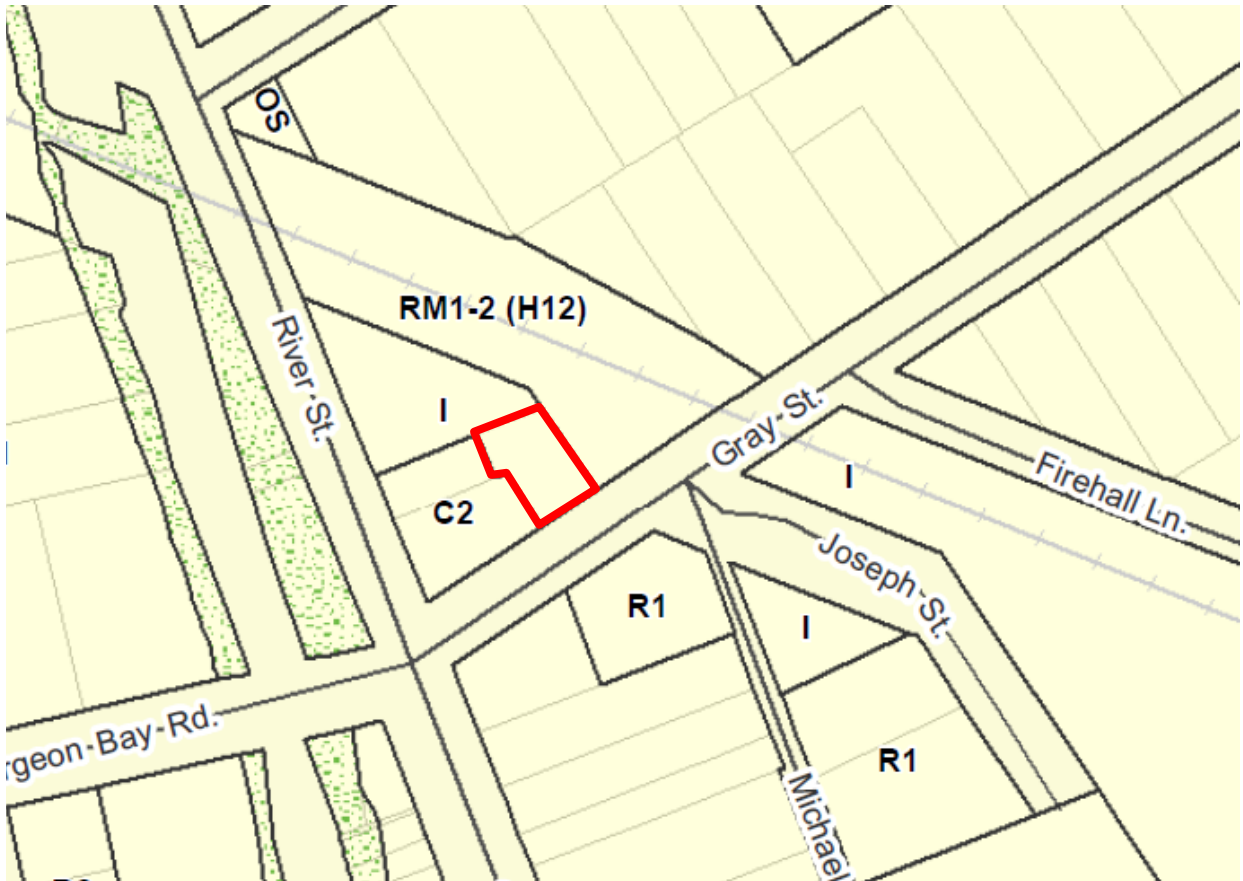
CORPORATION OF THE TOWNSHIP OF SEVERN

MAYOR

CLERK

SCHEDULE "1"

**PARTS 1 AND 2 ON 51R-29623, SOUTH-WEST QUARTER OF LOT 23,
CONCESSION 12 (FORMER TOWNSHIP OF MEDONTE), PART OF BLOCK P,
REGISTERED PLAN 516 (FORMER VILLAGE OF COLDWATER),
NOW IN THE TOWNSHIP OF SEVERN
(2 GRAY STREET)**



Lands proposed to be rezoned from the Institutional (I) Zone to the site-specific Downtown Commercial Exception Two (C2-2) Zone.

This is Schedule '1' to By-law No. 2017-XX
Passed the day of _____, 2017

MAYOR

CLERK

June 21, 2017

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 Vice-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.

Stephanie Kennedy, the applicant, advised that there were no further comments but she would be available for questions from the Committee.

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 7:07 p.m.

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

Members of the Committee advised that this was an excellent opportunity for an additional commercial business in Coldwater.

(See Resolution No. PD062117-01)