



City of Kenora  
Planning Advisory Committee  
60 Fourteenth Street N., 2<sup>nd</sup> Floor  
Kenora, Ontario P9N 4M9  
807-467-2292

**Minutes  
City of Kenora Virtual Planning Advisory Committee  
Special Hybrid meeting  
Wednesday, February 28, 2024  
6:00pm (CST)  
Video Recording:**

**Present:**

<b>Robert Bulman</b>	<b>A/Chair</b>
<b>Renee Robert</b>	<b>Member</b>
<b>Keric Funk</b>	<b>Member</b>
<b>Lisa L. Moncrief</b>	<b>Councillor</b>
<b>Carla Devlin-Scott</b>	<b>Applicant</b>
<b>Janis Pochailo</b>	<b>Director of Planning and Building</b>
<b>Melissa Shaw</b>	<b>Secretary-Treasurer</b>
<b>Nadine Gustavson</b>	<b>Minute Taker</b>

**Regrets:**

<b>Tara Rickaby</b>	<b>Member</b>
<b>Andréa Campbell</b>	<b>Member</b>
<b>Chris Price</b>	<b>Member</b>

***i. Call meeting to order.***

The meeting was called to Order by the Chair, Robert Bulman, at 6:02 PM Central Time, and a Land Acknowledgement was provided recognizing the traditional territories of Treaty Three First Nations and Metis people. The Chair identified the meeting being recorded and that all participants agree to be recorded by choosing to attend. The Chair described the expected protocols and processes to be followed during the meeting.

***ii. Additions to the Agenda - None***

***iii. Declaration of Interest by a member for this meeting or at a meeting at which a member was not present. - None***

***iv. Approval of the minutes from previous meetings***

Amendment made as Minutes from December 17, 2023 and January 19, 2024 were read and adopted at February 21, 2024 meeting.

**v. Correspondence before the Committee - None**

**vi. Adjournment Requests – None**

**vii. Consideration of Applications for Minor Variance – None**

**viii. Consideration of Applications Consent for Land Division**

i) D10-24-01 - Devlin

Carla Devlin-Scott was present to represent the application.

Stated purchaser required more land for their business.

Director of Planning & Building Services, Janis Pochailo, presented the Planning Report.

Purpose of Application: Consent for Land Division to create one (1) new 3.97 hectare in the HC Highway Commercial Zone, and to retain one (1) 3.55 hectare lot in the HC Highway Commercial Zone, and to establish an easement that benefits access to the lot being created and the lot being retained.

The property is zoned "HC" Highway Commercial Zone (Figure 4). Development in the HC zone is subject to the regulations of Section 4.8 of the Zoning By-law No. 101-2015. The HC zone allows for commercial development along major roads that serves the travelling public and often requires large land areas for development. Lots in this zone that are serviced by municipal water only must have a minimum frontage of 25m and a minimum lot area of 1.0 ha.

	<b>Required</b>	<b>Lot Retained</b>	<b>Lot Created</b>
Lot Frontage (min)	25 m	46.024 m	43.531 m
Lot Area (min)	1.0 ha	3.94 ha	3.55 ha
Side Yard (min)	3 m	N / A	10 m

The Effect of Approval: If approved, which planning recommends, D10-24-01 lot severance to create an easement on property location 2020 on Hwy 17 west legally described as Pin 42154-001 City of Kenora and Provisional consent be given with the conditions as read by Janis Pochailo, Director of Planning and Building Development, into record and outlined in the planning report.

Letters in Favour: None

Letters in Opposition: None

Questions or comments from the committee. None

Decision: That application D10-24-01 For Consent – Lot creation and the establishment of an easement for access on property located at 2020 Hwy 17 West and legally described as Pin 42154-001 City of Kenora be approved and Provisional consent be granted subject to the conditions which were outlined in the planning report and presented by Director of Planning and Building Development, Janis Pochailo and detailed in the decision.

Moved By: Keric Funk

Seconded By: Renee Robert

In favour: 3

Opposed: 0

Abstained: 0

The Secretary-Treasurer indicated that the applicant received approval from the Committee, and identified the appeal period and stipulations that must be followed prior to the application being able to receive a building permit.

***ix. Recommendations to Council for Zoning By-law Amendment - None***

***x. Old Business - None***

***xi. New Business -None***

***ix. Adjournment***

Motion for adjournment. Moved: Member Keric Funk

Meeting Adjourned at 6:15 pm.