



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

Minutes
City of Kenora Virtual Planning Advisory Committee
Hybrid meeting
Tuesday, January 17, 2024
6:00pm (CST)

Video Recording:

Present:

Tara Rickaby	Chair
Robert Bulman	Member
Renee Robert	Member
Keric Funk	Member
Christopher Price	Member
Janis Pochailo	Director of Planning and Building
Kevan Sumner	City Planner
Alberic Marginet	Secretary-Treasurer
Alex Stornel	Minute Taker

i. Call meeting to order.

The meeting was called to Order by The Chair, Tara Rickaby, at 6:00 p.m. 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.

- i) Chair Tara Rickaby has a conflict of interest for D14-23-10 from the previous meeting for which she was not at, and for D23-24-01 from tonight's meeting. She stated that she has family members who live in the areas affected. For tonight's meeting she will excuse herself and Member Robert Bulman will Chair that portion of the meeting.

iv. Adoption of the minutes from previous meeting dated:

- i) ***December 19, 2023 - Deferred***

v. Correspondence before the Committee - None

vi. Adjournment Requests – D13-23-19 Ross

Moved by: Keric Funk

Seconded: Robert Bulman

In Favour: 5 Opposed: 0

Abstained: 0

Motion Carried

Chair Tara Rickaby excused herself from the meeting at 6:10 p.m., at which point Member Robert Bulman took over chairing the meeting.

vii. Consideration of Applications for Minor Variance

i) D13-24-01 – Lafreniere Developments LTD

Keith Merkel was present to represent the application.

City Planner, Kevan Sumner, presented the Planning Report.

Purpose of Application: An application has been received for variance to Zoning By-law 101-2015 for subject property located south of Pine Ridge Drive. The intent of the application is to seek relief from Sections 4.1.3(a), 4.1.3(b), 4.1.3(d), and 4.1.3(e) of the City of Kenora Zoning By-law, which set out the following requirements in the "R1" Residential – First Density Zone:

- Minimum lot frontage of 15m,
- Minimum lot area of 450 m²,
- Minimum interior side yard of 2.5m for a two-story dwelling, and
- Minimum exterior side yard of 4m.

The Effect of Approval: The effect of the approval would be to enable a future subdivision to create a new lot plan with the following requirements:

- Minimum lot frontage of 11.852m,
- Minimum lot area of 422.85 m²,
- Minimum interior side yard of 1.8m for a two-story dwelling, and
- Minimum exterior side yard of 3.5m.

This will enable the current 43 lots to be replaced with a new lot plan containing a total of 70 lots, as indicated on the site plan submitted by the Applicants.

Public in favour of the application: None

Public in opposition of the application: None

Letters received: One letter was received in opposition of the application.

Questions or comments from the Committee.

Discussion by the Committee if this is a minor variance and how it relates to the upcoming subdivision application.

Decision: That the application, D13-24-01 to seek relief from the City of Kenora Zoning By-law 101-2015, Sections 4.1.3(a), 4.1.3(b), 4.1.3(d), and 4.1.3(e) to allow for lots to be created with a minimum frontage requirement of 11.852m and a minimum lot size of 422.85 m², and for those lots to have a minimum interior side yard of 1.8m for two-storey dwellings and a minimum exterior side yard of 3.5m. be approved.

Moved By: Keric Funk **Seconded By:** Renee Roberts

In Favour: 2 Opposed: 2 Abstained: 0

City staff checked the terms of reference of the PAC Committee for how to deal with a tied vote.

Motion unresolved

Additional discussion by the Committee – Christopher Price brings forth his concern that this application is not a minor variance. Members of the Committee bring forth their concerns about how it ties into the subdivision application that the developer will bring forth. The City Planner reminds the Committee that this is separate from any application for subdivision and that voting to reduce the lot size is not voting to approve a subdivision; voting for a subdivision would happen when the owner/developer makes an application for subdivision.

Member Bulman asks the Secretary Treasurer to reread the decision -

Decision: That the application, D13-24-01 to seek relief from the City of Kenora Zoning By-law 101-2015, Sections 4.1.3(a), 4.1.3(b), 4.1.3(d), and 4.1.3(e) to allow for lots to be created with a minimum frontage requirement of 11.852m and a minimum lot size of 422.85 m², and for those lots to have a minimum interior side yard of 1.8m for two-storey dwellings and a minimum exterior side yard of 3.5m. be approved.

Moved By: Keric Funk **Seconded By:** Renee Roberts

In favour: 3 Opposed: 1 Abstained: 0

Motion Carried

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.

Chair Tara Rickaby rejoined the meeting at 6:41 p.m. and resumed chairing the meeting.

viii. Consideration of Applications for Land Division - None

ix. Recommendations to Council for Zoning By-law Amendment/Official plan Amendment

i) Open House to receive information regarding D09-24-01- Minor

Jamie Minor was present to represent the application.

City Planner, Kevan Sumner, presented the Planning Report.

Purpose of Application: To amend the Official Plan designation of the subject property from Established Area to Residential Development Area.

The Effect of Approval: To permit high density residential development on the property.

Letters from the public: None

Issues raised during the open house:

- A concern about meeting parking requirements was raised.

Recommendation of The **PLANNING ADVISORY COMMITTEE:**

That the Kenora Planning Advisory Committee recommends to Council that the application for Official Plan Amendment, File No. D09-24-01, to change the Official Plan designation from Established Area to Residential Development Area, be approved.

Moved By: Christopher Price **Seconded By:** Robert Bulman

In favour: 5 Opposed: 0 Abstained: 0

Motion Carried

The Secretary-Treasurer informed the Applicant that PAC Committee has recommended approval *to Council for Zoning By-law D09-24-01- Minor (or Official Plan Amendment), and this will be considered by Council on February 13, 2024.*

ii) Open House to receive information regarding D14-24-02- Godbout

Laura Wheatly was present to represent the application.

City Planner, Kevan Sumner, presented the Planning Report.

Purpose of Application: The purpose of the Zoning By-law Amendment is to change the zoning of the subject property from "I" – Institutional Zone, to 'GC' – General Commercial Zone.

The Effect of Approval: The effect of the Zoning By-law Amendment is to permit the establishment of uses permitted in the "GC" zone within the existing structure.

Letters from the public: None Received

Issues raised during the open house:

- Why General Commercial instead of Local Commercial?

Recommendation of The **PLANNING ADVISORY COMMITTEE:**

THAT the Kenora Planning Advisory Committee recommends that the Council of the Corporation of the City of Kenora approve Application for Zoning By-law Amendment, File No. D14-24-02, for subject property located at 401 Sixth Avenue South, legally described as PLAN m366 LOT 5; CITY OF KENORA; DISTRICT OF KENORA; PIN 42165-0084.

Moved By: Renee Roberts

Seconded By: Christopher Price

In favour: 5

Opposed: 0

Abstained: 0

Motion Carried

The Secretary-Treasurer informed the Applicant that PAC Committee has recommended approval *to Council for Zoning By-law D14-24-02 Godbout (or Official Plan Amendment), and this will be considered by Council on February 13, 2024.*

x. Old Business

- i) None

xi. New Business

- i) PAC Information Scheduling.

- i. The Committee requested that the information that is required by the PAC members be available to the members by the time that the notices go out.

- Secretary Treasurer Alberic Marginet apologizes for the delay that happened for this meeting and City of Kenora employees will make the effort to get the document to Committee members in a timely fashion.

- ii) Who will Chair the meeting when the Chair and Vice Chair are not present?

- i. Clarification was looked up in the terms of service.

- Discussion can take place prior to the meeting to locate a volunteer.
- If no one volunteers prior to the meeting a discussion can be held at the meeting for the Committee to form a consensus.
- Discussion was held about not knowing how to chair the meeting.
 - a. Minute Taker Alex Stornel suggested a procedure document be created to assist in the process.
- Committee agreed that there did not need to be a change to the terms of service regarding chairing a meeting.

- iii) Voting in the Chair and Vice Chair for 2024

- i. Nominated For Chair – Tara Rickaby

- Unanimous approval

- ii. Nominated for Vice Chair – Jay Whetter

- Unanimous approval

- iv) Signing of Decisions

- i. Previously to the meetings going virtual due to the pandemic, all motions passed were signed off by the Committee Members at the meeting where they were decided upon.

- ii. As the current Secretary/ Treasurer has only been with the Committee with virtual meetings this was not known by them.

- City of Kenora Staff will have the minutes of the previous meeting available for Committee Members to sign moving forward.

Motion Carried

v) Alberic Marginet Leaving the City.

- i. The Chair Tara Rickaby took a moment to thank Alberic for his work with the Committee and wished him the best of luck in his future endeavors.

ix. Adjournment

Motion for adjournment.

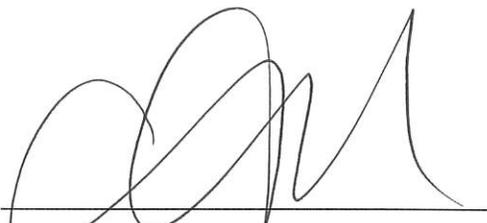
Moved by: Keric Funk

That the January 17, 2024 Planning Advisory Committee meeting be adjourned at 7:35 p.m.

Minutes of the Kenora Planning Advisory Committee meeting, Tuesday, January 17th 2024, are approved this 20th day of February 2024.



Tara Rickaby, Chair



Melissa Shaw A/Secretary-Treasurer

