



City of Kenora  
Planning Advisory Committee  
60 Fourteenth St. N., 2<sup>nd</sup> Floor, Kenora, Ontario P9N 4M9  
807-467-2059

## MINUTES

### CITY OF KENORA PLANNING ADVISORY COMMITTEE REGULAR MEETING HELD IN THE OPERATIONS CENTRE, 60 FOURTEENTH ST. N, January 18, 2010 7:22 P.M.

**Present:**

Art Mior	Chair
Joyce Chevrier	Member
James. Tkachyk	Vice Chair
Ted Couch	Member
Terry Tresoor	Member
Vince Cianci	Member
Tara Rickaby	Assistant Secretary Treasurer

## PART A PUBLIC MEETINGS

### I. APPLICATIONS: None

#### DELEGATION: Carol Vanasse - Application for Zoning By-law Amendment Z01/10

Tara Rickaby provided a preliminary planning report, based on meetings with the Applicant and the Chief Building Official as well as the application. With the exception of the child care centre, the current use of each of the buildings is not in compliance with the Zoning By-law.

- The subject property is described as Lots 74 and 75 Plan 3, Block 3;
- The lots are being considered functionally as one lot as there is no survey of the property;
- There are two principle structures on the lot; both are serviced with municipal sewer and water from a single service;
- Each lot is 50 x 150 feet; the combined frontage is 100 feet on First Street North;
- The westerly building (Lot 74) (site of former jail and armoury building, currently houses a daytime childcare centre, two residential apartments and the former jail acts as an artisan's studio;
- The easterly building (Lot 75) (site of the former drill hall) is currently used for a wedding planning business, and associated storage, a business office and two residential units;
- The wedding planning and business office are operated by the applicant;
- The application to amend the zoning by-law is being made in order to bring the property into compliance with the Zoning By-law. The property is currently zoned I – Institutional.

Ms. Vanasse provided a correction for the minutes and report; they purchased the property in 1997. She explained that she has applied to the Department of National Defence to see if there is a survey of the lands available. Ms. Vanasse provided a diagram of proposed parking options. Ms. Vanasse explained that, in the past, there were issues with access and egress along First Street North, especially during the winter months, because of the parking configuration and tenants from the south side of the street, and downtown workers, using the street for parking.

Wayne Gauld asked whether or not the proposed parking stalls were to scale, based on the Zoning By-law. Ms. Vanasse replied that they were; the drive aisle is not however. Discussion took place with respect to required parking for current uses. Eleven stalls are required; 3 for the residential use of each building, 2 for the child day care centre and three for the commercial space (800 square feet). James Tkachyk asked for an explanation with respect to no new development resulting from this

application. Ms. Vanasse explained the current uses of the buildings. Discussion ensued with respect to the use of a local commercial designation as opposed to any of the more flexible zoning designations.

## **PART B PLANNING ADVISORY COMMITTEE**

### **I. CALL MEETING TO ORDER:**

Art Mior called the January 18, 2010 regular meeting of the Kenora Planning Advisory Committee to order at 7:22 p.m.

### **II. CONFLICT OF INTEREST:** None

### **III. ELECTION OF CHAIR AND VICE-CHAIR**

Art Mior turned the meeting over to Tara Rickaby to accept nominations and carry out a vote for Chair.

Tara Rickaby called for nominations for Chair.

Art Mior nominated James Tkachyk, Seconded by Joyce Chevrier.

Tara Rickaby called three times for further nominations.

Terry Tresoor moved that nominations be closed.

Mr. Tkachyk accepted the nomination.

Tara Rickaby called for nominations for Vice-Chair.

Joyce Chevrier nominated Wayne Gauld, Seconded by Terry Tresoor.

Tara Rickaby called three times for further nominations.

Art Mior moved that nominations be closed.

Wayne Gauld accepted the nomination.

The meeting was turned over to James Tkachyk, as Chair and the Committee congratulated the new Chair and Vice Chair.

### **III. MINUTES:**

a) November 17, 2009

**Moved by: Joyce Chevrier Seconded by Art Mior**

**THAT** the minutes of the Planning Advisory Committee November 17, 2009 be approved as amended.

2. Corrections to minutes: Change the date of adoption of minutes to January 18, 2010.

3. Business Arising: None

**CARRIED**

V. **APPLICATIONS:** None

VI. **OLD BUSINESS:** None

### **VII. NEW BUSINESS:**

#### **1. Questions from Property and Planning Meeting:**

Joyce Chevrier asked for the status of the Changes in Latitude Marina – Tara Rickaby indicated that Mr. Krawicki will be giving the City a certified cheque as security and will perform the remaining works this spring.

#### **2. Appointment of Secretary Treasurer - Planning Advisory and Committee of Adjustment**

Tara Rickaby explained that under section 10(3) and section 44(8) of the *Planning Act*, a planning board and a committee of adjustment shall appoint a secretary treasurer. With the resignation of the former Secretary Treasurer, there is a requirement to fill the position.

**Moved by: Ted Couch Seconded by: Joyce Chevrier**

**THAT** the Kenora Planning Advisory Committee and Committee of Adjustment hereby appoint Tara Rickaby as Secretary Treasurer to each Committee.

**CARRIED**

3. **OACA Training** - Tara Rickaby reminded the Committee of the annual training opportunity provided by the Ontario Association of Committees of Adjustment. This year's training is being held in Windsor, Ontario from May 30<sup>th</sup> to June 2, 2010. The Committee members will consider whether or not they can attend the training and a decision will be made at the next meeting.

**4. Application to Amend Zoning By-law Z01/10 Vanasse**

Tara Rickaby explained to the Committee that they have the option to make a recommendation tonight, based on the information they have to date, or make a recommendation after the results of the public meeting and the staff recommendation as a result of the internal circulation.

Discussion took place with respect to timing and whether or not the zoning designation is registered on title.

**Moved by: Art Mior**

**Seconded by: Wayne Gauld**

THAT the recommendation for a decision on application Z01/10, being an application to amend Zoning By-law 160-2004 specifically for property described as Lots 74 and 75 Block 3, Plan 3, from I – Institutional to LC – Local Commercial with 2 residential units permitted in each of the existing structures be tabled until information with respect to on-site parking availability, and comments received as a result of the City's internal circulation as well as any public input received at the public hearing to be held on February 16, 2010.

**CARRIED**

VIII. ADJOURN

**Moved by: Terry Tresoor**

**THAT** the January 18, 2010 Planning Advisory Committee, be adjourned at 7:50 p.m.

**CARRIED**

ADOPTED AS PRESENTED THIS 16<sup>th</sup> DAY OF MARCH, 2010

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CHAIR

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SECRETARY-TREASURER



## MINUTES

### CITY OF KENORA COMMITTEE OF ADJUSTMENT REGULAR MEETING HELD IN THE OPERATIONS CENTRE, 60 FOURTEENTH ST. N, JANUARY 18, 2010 7:51 P.M.

#### PART C COMMITTEE OF ADJUSTMENT

##### I. CALL MEETING TO ORDER

James Tkachyk called the January 18, 2010 City of Kenora Committee of Adjustment meeting, to order at 7:51 p.m.

##### II. CONFLICT OF INTEREST - None

##### III. MINUTES:

November 17, 2009

**Moved by: Ted Couch**

**Seconded by: Wayne Gauld**

**THAT** the minutes of the Committee of Adjustment meeting of November 17, 2009 be approved as amended.

2. Corrections to minutes - Change the date of adoption to January 18, 2010.

**CARRIED**

3. Business Arising - None

##### IV. APPLICATIONS: None

##### V. OLD BUSINESS: None

##### VI. NEW BUSINESS:

###### 1. Absence of Secretary Treasurer in April 2010

Tara Rickaby explained that she will be on holidays from April 13 through April 27 and then again on May 5 through 7<sup>th</sup>. Discussion took place with respect to the need for back up for the Planning Administrator's position in order to provide good customer service. There is concern that the workload will be too great without some administrative support. The Committee indicated that Council should ensure that there is planning consultation available, even if on a contract basis. Discussion took place with respect to development of a policy for timing of staff to follow up on enquiries.

##### VII. ADJOURN

**Moved by: Terry Tresoor**

**THAT** the January 18, 2010 meeting of the Kenora Committee of Adjustment be adjourned at 8:01 p.m.

**CARRIED**

ADOPTED AS PRESENTED THIS 16<sup>th</sup> DAY OF MARCH, 2010

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CHAIR

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SECRETARY-TREASURER