



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

**MINUTES
CITY OF KENORA COMMITTEE OF ADJUSTMENT &
PLANNING ADVISORY COMMITTEE
REGULAR MEETING HELD IN THE OPERATIONS CENTRE
60 FOURTEENTH ST. N., KENORA
July 19, 2011
7:00 P.M.**

Present:

James Tkachyk	Chair
Wayne Gauld	Vice Chair
Alex Clark	Member
Terry Tresoor	Member
Ted Couch	Member
Vince Cianci	Member
Wendy Cuthbert	Member
Tara Rickaby	Secretary-Treasurer
Patti McLaughlin	Minute Taker

DELEGATION: None

(i) Call meeting to order

Mr. Tkachyk called the July 19, 2011 meeting of the Kenora Planning Advisory Committee to order at 7:00 p.m.

Mr. Tkachyk reviewed meeting protocol for those in attendance.

(ii) Additions to the Agenda - None

(iii) Declaration of Interest

Mr. Tkachyk called for declarations of conflict of interest – at this meeting or a meeting at which a member was not present: None

(iv) Adoption of Minutes of previous meeting:

Adoption of minutes of previous meeting: June 21, 2011

Corrections: None

Business arising from June 21 Meeting: None

Moved by: Wendy Cuthbert Seconded by: Wayne Gauld

That the minutes of the June 21, 2011 meeting of the Kenora Planning Advisory and Committee of Adjustment be approved as distributed.

CARRIED

(v) Correspondence relating to applications before the Committee - None

(vi) Other correspondence – None

- ❖ The Secretary-Treasurer distributed a training module on subdivisions that was for interest only.

(vii) Consideration of Applications for Minor Variance - None**(viii) Considerations of Applications for Land Division****1. B10/11 Ron & Ann Baker Application for Consent for a Lot Creation**

Present for the meeting: Ron Baker and Ann Baker, 84 Darlington Drive

Mrs. Baker presented the application for consent for the creation of one R1 (serviced) lot to property described as 84B Darlington Drive, LOC K83 LOT 7, 8 PCL 12862. Mrs. Baker noted the services were installed by the by the previous owner. She commented that she and her husband purchased the lot six years ago and built on one lot which has a building on it that they have been using as a wood working shop. The entrance to the new lot would be from Pinewood Drive. She further commented that they were in the process of getting their estate in order.

The Secretary-Treasurer acknowledged comments received from the Roads Department advising that an Entrance Permit with culvert may be required and from the Water and Sewer Department which noted that the same service extended to both the new home and the old home in Lot 1. It is advised that the Committee approve with a condition that prevents the use of the secondary structure as a residence.

Comments from other Departments and Agencies

- The Engineering, Building, Roads Departments have no objections.
- The Water & Sewer Department have no issue with Lot #2, but wanted it mentioned that the Water & Sewer services for Lot #1 service both the new house and the old house. The understanding at the time was when the new house was ready the old house would be demolished. To date the old house is still present.

Mr. Tkachyk asked the Committee for comment.

Alex Clark requested clarification as to what kind of condition would be applied.

The Secretary-Treasurer suggested that the Committee could request proof of removal of services to the wood working shop.

Mrs. Baker assured that the structure will never be used as a secondary residence, due to the shape it is in and the fact that it leaks badly. She commented that the structure is 24' x 28' and is heated.

Alex Clark expressed concern with regard to how the structure will be used under new ownership. Someone else could take advantage of use and create a non conformance situation.

The Secretary-Treasurer noted that the installation of garage doors would resolve the issue.

Alex Clark supported a comment made by the Secretary-Treasurer that removal of services would remove the potential use of the building as residence eliminating an issue with the new lot.

Vince Cianci recommended that the current owners sign a letter prohibiting the old house from being used for a second residence. He further commented that the width of the new lot should be set perpendicular to the east lot line.

The Secretary-Treasurer suggested that the Committee require an Undertaking and either put it on file or register it on title.

Wendy Cuthbert had no issues with either the serviced lot or the heating of the structure.

Terry Tresoor had no issue as long as the Committee addressed the non conformance concern.

Ted Couch recommended that an Undertaking be registered on title.

Mr. Tkachyk asked whether or not there was anyone else present who wished to speak either for or against the application. There were no other comments.

Brian Campbell, RR1, Site 8, Box 14, (128 Pinewood Drive) Keewatin ON P0X 1C0, requested a copy of the Planning Report.

Moved by: Wayne Gauld

Seconded by: Ted Couch

That Application for Consent B0/11 Baker, owner of lands 84 Darlington Drive for a lot creation, 84B Darlington Drive, LOC K83 LOT 7, 8 PCL 12862, be approved with the following conditions:

- 1) The original executed Transfer/Deed of Land form, a duplicate original and one photocopy for our records be provided.
- 2) A Schedule to the Transfer/Deed of Land form on which is set out the entire legal description of the parcel(s) in question and containing the names of the parties indicated on page 1 of the Transfer/Deed of Land form be provided.
- 3) Three original copies (not photocopies) of the reference plan of survey, bearing the Land Registry Office registration number and signatures as evidence of deposit therein, and illustrating the parcel(s) to which the consent approval relates and which must show in general the same area and dimensions as the sketch forming part of the application be provided.
- 4) That the transferor and transferee not be the name of the same person on the Transfer Deed of Land Form.
- 5) That the applicant provides either a letter from the City of Kenora Roads Supervisor indicating that the proposed driveway entrance and method of drainage (ie. culvert etc) is acceptable, or that a copy of the approved entrance permit be supplied to the Secretary-Treasurer of the Kenora Planning Advisory Committee.
- 6) That any portion of Pinewood Drive, measured 8 metres from the centre of the traveled portion of the road, north, be surveyed out and transferred to the City of Kenora, unless Pinewood Drive has already been transferred to the City in the past.
- 7) That the Applicant provides an undertaking to the City of Kenora, which is also to be registered on title of the "Lot 1" shown on the sketch, indicating that the "old house" currently used as a garage/shop is not currently and is not permitted to be used for a residential or sleep cabin use.

- 8) That the westerly lot line be surveyed out to ensure a minimum side yard setback of 1 metre from the accessory garage/shop, labeled "old house" on the sketch: westerly lot line for retained lot.
- 9) That the westerly lot line, for the retained lot, be surveyed out to be parallel to the easterly lot line, and that the minimum lot frontage of 15 metres (both at road and water side) is maintained.

CARRIED

(ix) Old Business - None

(x) New Business

- (a) Alex Clark tendered his resignation, in writing, under the advisement of the City Solicitor and in consultation with the Mayor as his position on the Committee could be detrimental to his clients whom he represents as Consultant. He expressed his enjoyment to have worked with everyone and hoped to work with the group in the future.
- (b) James Tkachyk requested a copy of the Property and Planning Minutes. The Secretary-Treasurer would request that the Deputy Clerk add the Committee to the distribution listing to ensure they get future copies.

(xi) Adjourn

Moved by: Terry Tresoor

THAT the July 19, 2011 Planning Advisory Committee meeting be adjourned at 7:57 p.m.

MINUTES ADOPTED AS PRESENTED THIS 16th DAY OF AUGUST, 2011

CHAIR

SECRETARY-TREASURER