

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #9

May 2, 2016

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre - Committee Room on May 2, 2016 from 8:00 p.m. to 8:50 a.m.

PRESENT: D. Kitowski, Chair, W. Brunetta, J Albanese, Councillors, R. Avis, Mayor

ALSO PRESENT: L. Slomke, Clerk, T. Rob Secretary, P. Briere, By-Law Enforcement, Mr. & Mrs. Ruppenstein (8:00 - 8:15am)

1. **Call to Order - 8:00am**  
Session #9
2. **Disclosure of pecuniary interest and the general nature thereof**  
- Councillor Brunetta disclosed an interest in Item 7.4 as one of the bidders was a member of her family.
3. **Approval of Previous Committee Minutes**
  - 3.1 Approval of the April 18, 2016 meeting minutes  
- Approved as circulated
4. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**  
- None
5. **In-Camera**
6. **Items Referred from Council**
  - 6.1 Letter Dated April 21, 2016 from Thor and Lisa Ruppenstein RE: construction of a garden suite 1411 Colonization Road West  
- Mr. & Mrs. Ruppenstein were in attendance to discuss their proposed construction. A discussion was held regarding the regulations surrounding this type of construction. It was the recommendation of the Planning and Development Executive Committee to allow the construction of a garden suite at this location.
7. **New Business**
  - 7.1 T. Rob - Site Plan Control Agreement - Development at 625 Nelson Street  
- It is the recommendation of the Planning and Development Executive Committee to approve the recommendation of administration that this property be subject to Site Plan Control.
  - 7.2 T. Rob - Proposed amendment to the Town of Fort Frances Zoning By-Law #03/14 regarding accessory residential dwelling units in General Commercial Zone (C2)  
- It is the recommendation of the Planning and Development Executive Committee that the by-law be amended as proposed to allow accessory residential dwelling units on the main and/or additional floors and that the commercial use has to occupy at least 50% of the main floor area to keep with the intent of the By-Law.
  - 7.3 T. Rob - Amendment to the Town of Fort Frances Zoning By-Law #3/14 RE: Accessory Use Buildings  
- It is the recommendation of the Planning and Development Executive Committee that the by-law be amended as proposed to prohibit the construction of accessory buildings

before the completion of the principle as has been the requirement in Fort Frances for many years, but was missed when the by-law was re-written.

- 7.4 T. Rob - Award of Tender 16-PD-08 - Cladding Replacement, Insulation and Painting at the Town of Fort Frances Civic Centre
  - It was the recommendation of the Planning and Development Executive Committee that the contract be awarded to Ryan Mason Contracting and further that the painting not be split between 2016 and 2017 resulting in a budget shortfall. The recommendation of PDEC is to be taken to the meeting of the Administration and Finance Executive Committee on May 3, 2016 for consideration of an amendment to the Capital Budget to cover the shortfall.

**8. Outstanding Items**

- 8.1 P. Briere - Business License By-Law Rewrite Update
  - The Planning and Development Executive Committee accepted the presentation as information

**9. Information**

**10. Non-agenda Items**

- 11. **Adjourn / Next Meeting Date** - 8:50am  
May 16, 2016

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Executive Committee Chair

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T. Rob, Chief Building Official