

TOWN OF FORT FRANCES

Planning & Development Executive Committee

AGENDA - September 21, 2020 at 8:30 AM

MEETING - VIRTUAL MEETING

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1. <u>Call to Order</u> Session #26.	
2. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3. <u>Approval of Previous Committee Minutes</u>	
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4. <u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u>	
5. <u>In-Camera</u>	
6. <u>Items Referred from Council</u>	
7. <u>New Business</u>	
8. <u>Outstanding Items</u>	
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8.2 Draft Zoning By-Law Amendments - Tenting.	13 - 14
9. <u>Information</u>	
10. <u>Non-agenda Items</u>	
11. <u>Adjourn / Next Meeting Date</u> Monday October 5th, 2020.	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #25

September 8, 2020

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the VIRTUAL MEETING on September 8, 2020 from 8:30 a.m. to 9:56 a.m.

PRESENT: J. McTaggart - Chairperson, W. Brunetta - Councillor, D. Judson - Councillor, Mayor J. Caul (ex-officio)

ALSO PRESENT: D. Brown, CAO, C. Vangel, CBO/Planner, P. Briere, Committee Secretary, R. Larson, Representative for Syncor.

1. Call to Order - 0830am

Session #25.

2. Disclosure of pecuniary interest and the general nature thereof

None.

3. Approval of Previous Committee Minutes

3.1 Approval of Previous Meeting Minutes.

- A spelling error on the word recommend was found. Correction made and minutes reprinted and signed by the Chair and Secretary.

3.2 Approval of Amended Meeting Minutes - July 6th 2020.

- Approved as presented.

4. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.

None.

5. In-Camera

None.

6. Items Referred from Council

6.1 Reg Consent letter from residents near Volunteer Bureau. Re: issues with use.

- A review of the letter was completed by the Committee and a discussion followed. The direction from the Committee is to continue with a draft tenting by-law to be created and a report brought back to the Committee to advise the residents of the area with an update.

7. New Business

7.1 Syncor Request to Retract SPCA From Title.

- An overview of the item was provided by the CBO/Planner and a discussion was had with the Committee and Mr Rene Larson (representative for Syncor). The Planning & Development Executive Committee is recommending to approve the request by Syncor Contracting to retract the site plan agreement from the title of PINs 56018-0199 and 56018-2279 and that all costs associated be borne by Syncor Contracting.

7.2 B4-2020 Zoning Exception - 840 Sixth Street West.

- An overview was provided by the CBO/Planner on this item and following a discussion by the Planning & Development Executive Committee it is recommended that the report be approved as presented.

7.3 Ryan Lundy – Request for Private Well and Septic Services – Eighth Street East.

- An overview of the item was provided to the Committee and after a short discussion. The Planning & Development Executive Committee is recommending to approve the report as presented with the added wording of "with limited fire services provided".

- 7.4 B3-2020: Application to Remove Holding Provision – Ryan Lundy – Eighth Street East.
- An overview of the item was provided to the Committee. After a discussion was had on this item, the Planning & Development Executive Committee is recommending to approve the report as presented.

8. Outstanding Items

- 8.1 Municipal Cannabis Policy Statement.
- An overview of the item was provided to the Committee. After a discussion was had on the item the Planning & Development Executive Committee is asking to bring the item back to the next meeting to further discuss the buffer map and have 75m buffers placed around the properties of concern and have a couple different renderings developed for the Committee to consider.

9. Information

- 9.1 Signs West Entrance to Town.
- A update/discussion was had with the Committee on this item.
- 9.2 Sight Plan Control Demolition Discussion (Verbal Report from CBO/Planner).
- A discussion/update with the Committee regarding site plan control demolitions was had with Administration. An email will be sent to members of Council providing further information.

10. Non-agenda Items

None.

- 11. Adjourn / Next Meeting Date - 0956am**
September 21st, 2020.

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

<i>The Town of Fort Frances</i>	SECTION Planning & Development Division
<u>Policy</u> Municipal Cannabis Policy Statement	NEW: January 2019 REVIEWED:
Resolution No. #####	
Policy Number 6.3	PAGE 1 of 2

1. Purpose and Vision

The purpose of this policy statement is to provide a format for municipal government input to the Alcohol and Gaming Commission of Ontario (AGCO) as well as help prospective recreational cannabis retailers in their consideration of location of cannabis retail stores in The Town of Fort Frances.

The AGCO is the provincial authority that licences cannabis retail operators, authorizes cannabis retail locations and licenses senior store staff.

The AGCO regulates and reviews all aspects of the retail operation including municipal and public input, that the proposed store location is consistent with the public interest as defined in the regulations.

The Town of Fort Frances has chosen to allow retail sales of recreational cannabis. The following provides municipal staff and residence of the Town of Fort Frances with guidance on commenting to AGCO when notice on a specific proposed cannabis retail store site is provided on the site location.

For the purposes of this policy statement, a cannabis retail store shall mean a store licenced by the AGCO.

2. Principles for Cannabis Retail Store Locations (Relationship to Applicable Law)

Land Use Planning: The provincial licensing process does not remove the requirement to comply with the zoning by-law and other municipal planning documents. The definitions within the municipality's Official Plan and Zoning By-law are applicable to all retail, including cannabis retail stores. Retail sale of cannabis from a provincially licensed store is legal and is a permitted use in the employment or downtown business areas of the Municipality.

Municipal Building Inspections: while the licencing of the store operation is the responsibility of the AGCO, the Building Code applies to cannabis retail store locations. Therefore, where a building permit is required, the building inspector will undertake duties as usual. Fire Code compliance is also mandatory.

3. Cannabis Retail Stores and Sensitive activities

Cannabis retail stores shall conform with the Town of Fort Frances Official Plan and Zoning By-Law designations.

Cannabis retail stores shall carry all required AGCO licences as well as a Town of Fort Frances Municipal Business Licence.

In order to promote public health and safety, protect youth and restrict their access to cannabis and reduce illegal sales, retail cannabis stores should be located at least 150 m from nearby properties which are designed to serve youth including schools, parks, playgrounds, Town-owned children facilities and federally-funded First Nation schools off-reserve.

Schedule A attached hereto identifies areas where retail stores may be permitted, as well as identifying a 150m buffer where a retail cannabis store may not be permitted through Provincial Regulation and Municipal recommendation.

Date: September 21, 2020

Report To: Planning and Development Executive Committee

Report From: Cody Vangel, CBO/Planner

Re: Municipal Cannabis Policy Statement

The Planning and Development Executive Committee may recall that on January 14, 2019 Mayor and Council passed a resolution to opt-in allowing cannabis retail stores in the Town of Fort Frances. Along with the above stated resolution it was also agreed to defer the development of a Municipal Cannabis Policy Statement to a later date. During these initial meetings, a draft municipal cannabis policy statement was included, though was never formally approved.

The intent behind the Municipal Cannabis Policy Statement is to:

- Provide better guidance to prospective retail developers on suitable locations for their cannabis retail store
- Identify sensitive areas within the community such as schools and private schools in which a 150m buffer is recommended and/or regulated
- Provide municipal staff with a framework for providing comment to the Alcohol and Gaming Commission of Ontario (AGCO) during the statutory 15-day consultation period for a proposed cannabis retail store

Attached with this report is the proposed draft Municipal Cannabis Policy for comment from the Planning and Development Executive Committee. Section 3 of the policy will require editing upon decision of the Committee when the sensitive areas are agreed upon.

Several “buffer map” renditions have been provided with this report for a visual representation to the Committee. The following renditions included are:

- Scenario 1: All schools (150m)
 - o This includes FFHS, J.W Walker, St. Mary, Robert Moore and UNFC program at both 427 Mowat and 516 Portage
- Scenario 2: All schools (150m) excluding UNFC at 427 Mowat
- Scenario 3: All schools (150m) excluding UNFC at 516 Portage
- Scenario 4: All schools (150m) excluding UNFC at 516 Portage, plus inclusion of childcare facilities (150m)
 - o Childcare facilities include UNFC on McIrvine Road and Knox United Church on Church Street
- Scenario 5: All schools (150m) excluding UNFC at 516 Portage, plus inclusion of childcare facilities (150m) plus inclusion of parks/MSCL/library (75m)

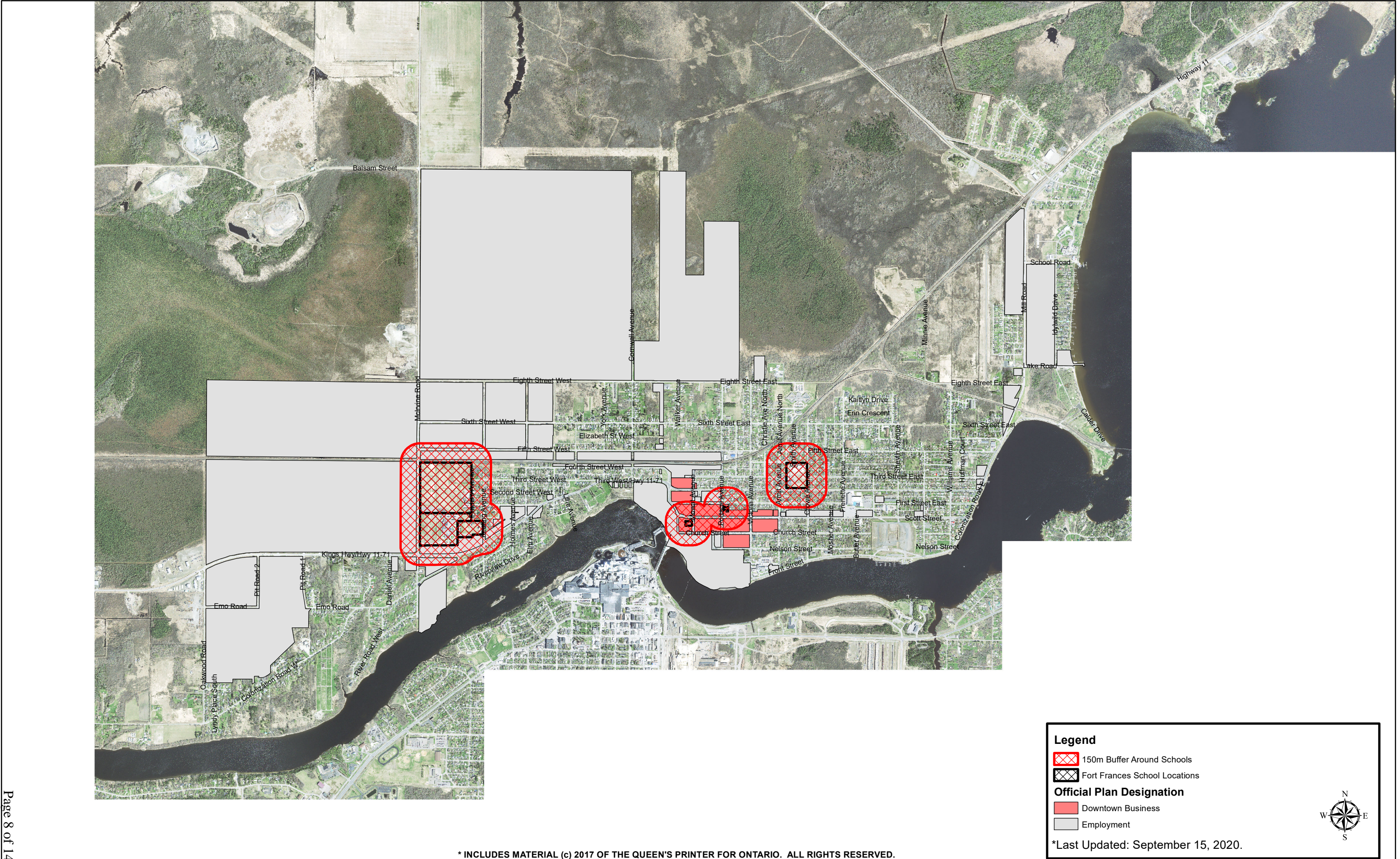
Upon confirmation of the Committee, administration can prepare a final map and policy for decision.

Respectfully submitted

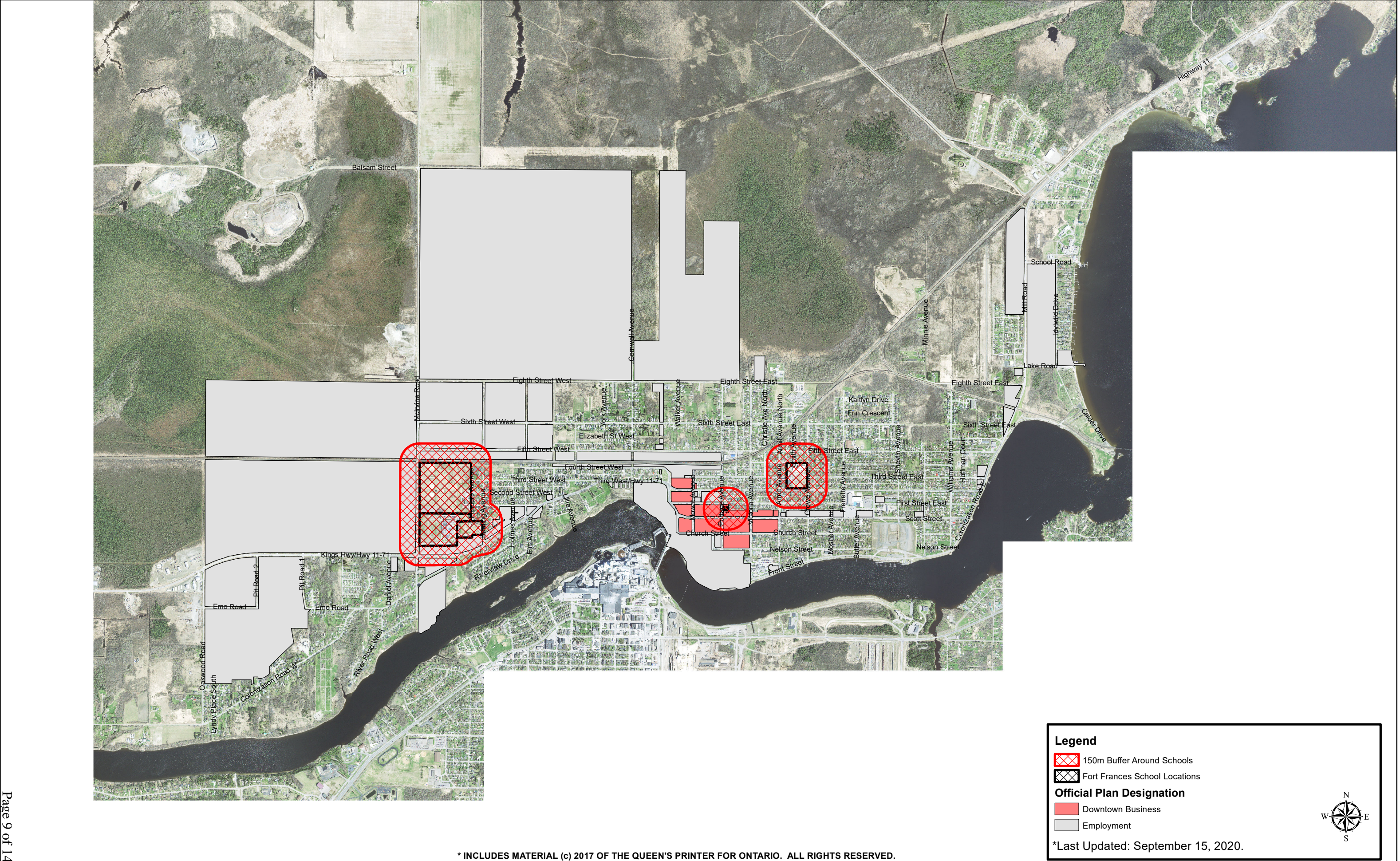
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Cody Vangel, EIT
Chief Building Official & Municipal Planner

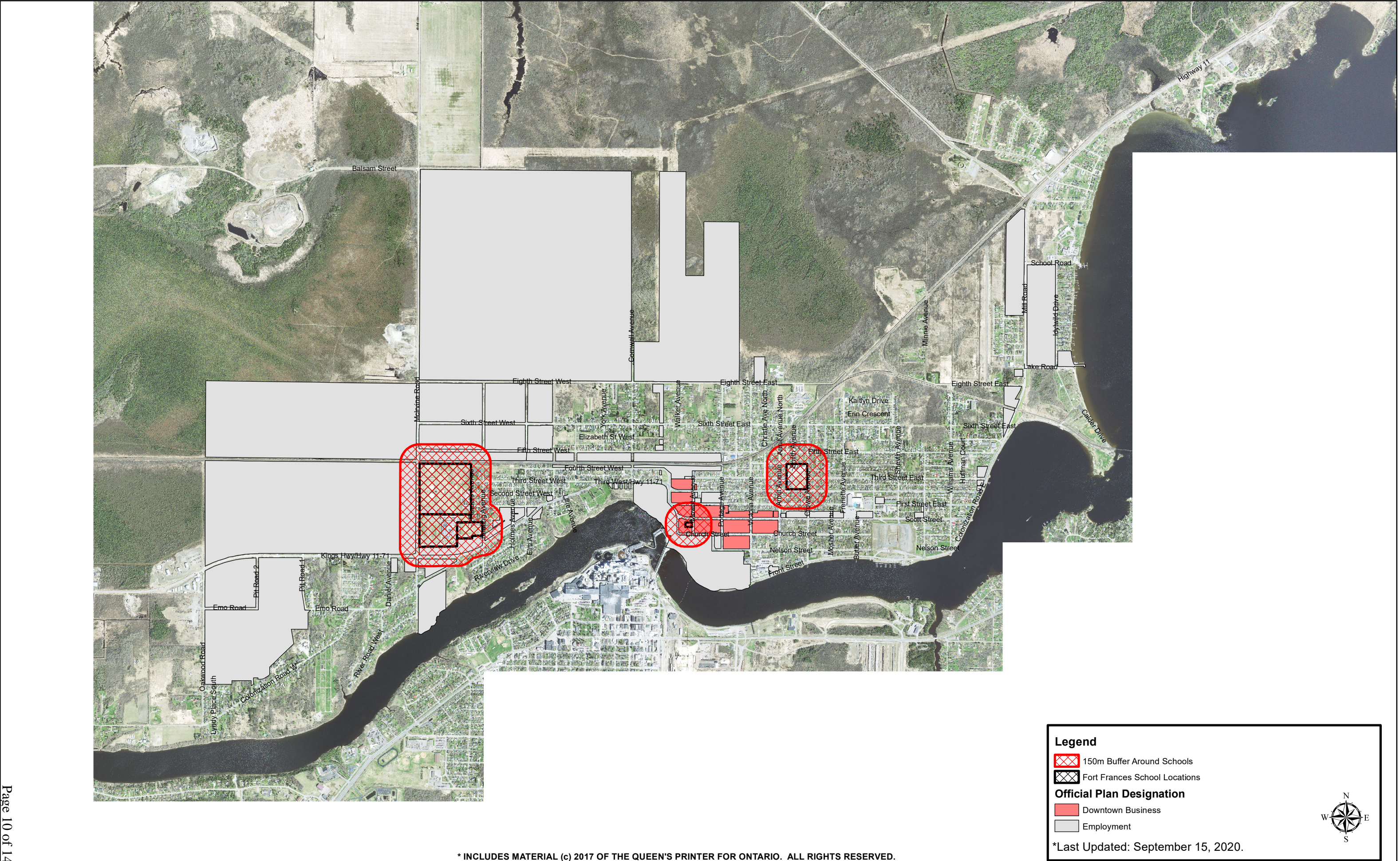
150 m Buffer Zone Around Fort Frances Schools



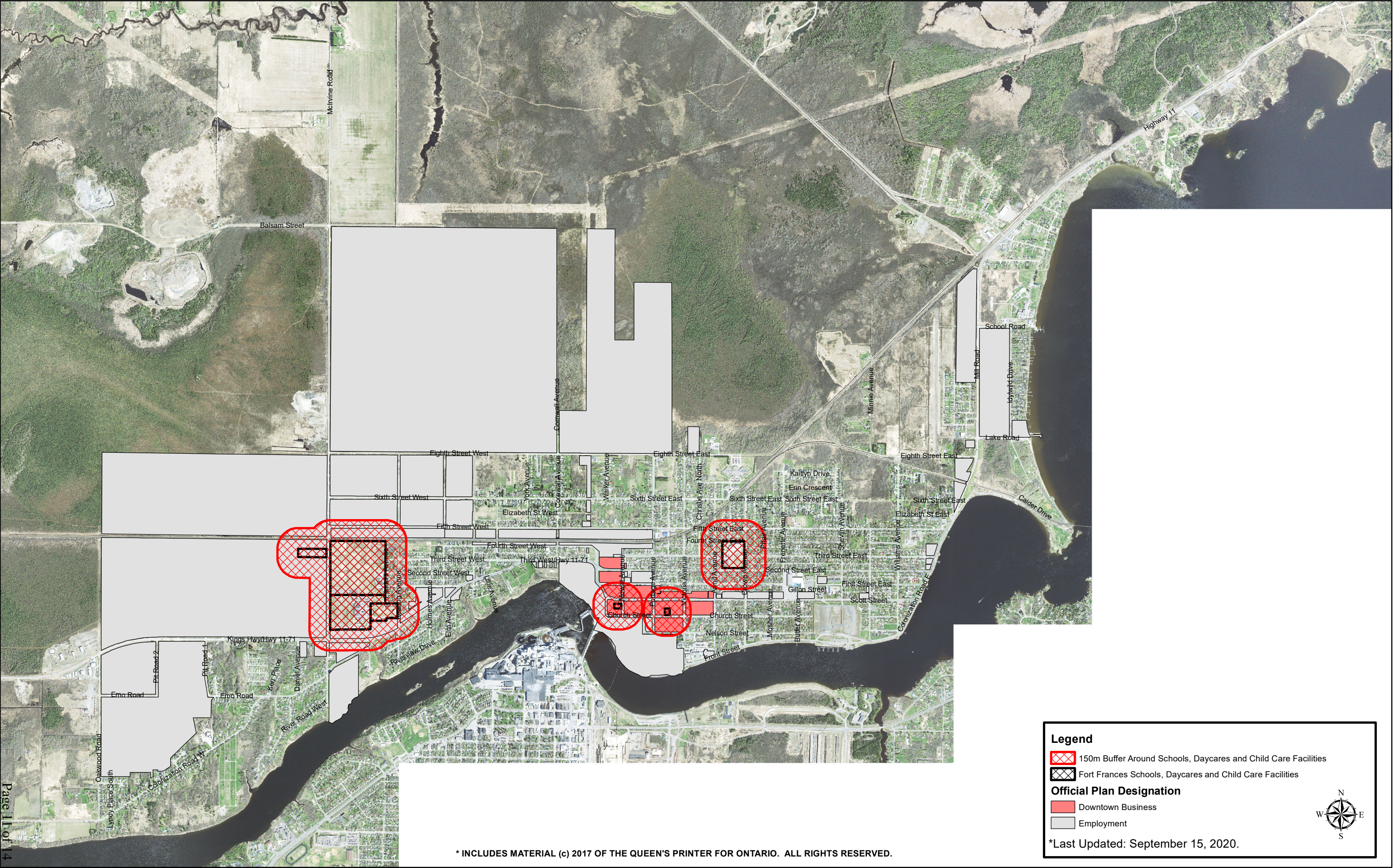
150 m Buffer Zone Around Fort Frances Schools and UNFC at 516 Portage Avenue



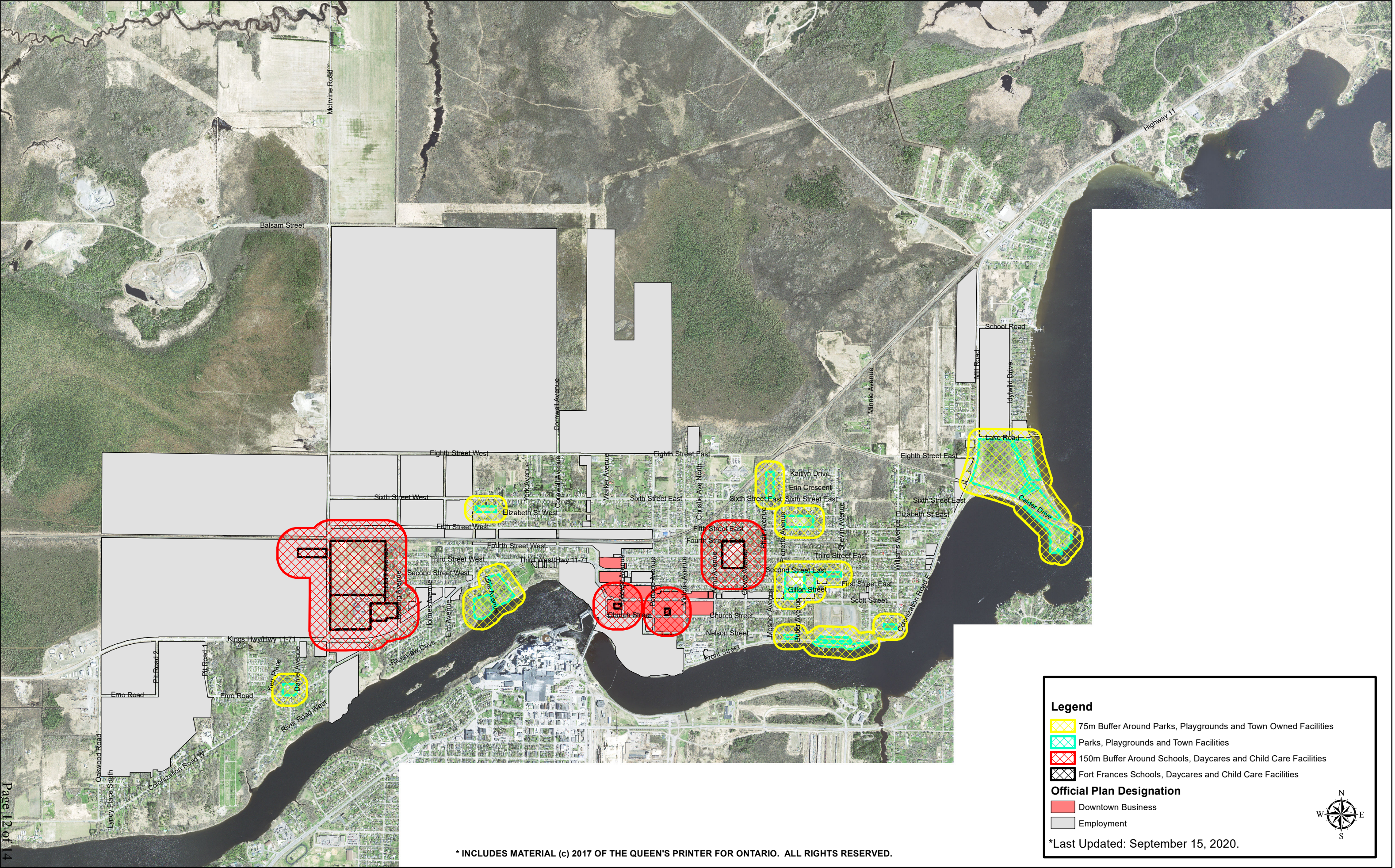
150 m Buffer Zone Around Fort Frances Schools and UNFC at 427 Mowat Avenue



150 m Buffer Zone Around Fort Frances Schools, Daycares and Child Care Facilities



Buffer Zones Around Fort Frances Schools, Daycares, Child Care Facilities, Parks and Playgrounds



Date: September 21, 2020

Report To: Planning and Development Executive Committee

From: Cody Vangel, Chief Building Official & Municipal Planner

Re: Draft Zoning By-Law Amendments - Tenting

Administration has been tasked with researching and reviewing various methods to better administer tenting/camping in the Town of Fort Frances. In some other municipalities there have been specific by-laws passed to administer these actions. However, administering an additional by-law can create more room for error and ongoing adjustment.

To begin the discussions, it is suggested that we investigate an amendment to the Town of Fort Frances Zoning By-Law 03/14 to add provisions related to tenting and camping in the Town to assist with administering these items.

The following draft amendments are being proposed to the Committee to begin the discussion and determine if the appropriate track is taken.

Add the following definition:

TENT a temporary structure used for temporary human shelter that is not permanently fixed to the ground and is capable of being easily moved. Constructed of canvas, fabric, tree boughs or other material and apparently erected to protect a person(s) from the elements while sleeping.

Amend the following section as shown in red:

3.36 TENTS, TRAILERS, MOBILE HOMES AND CAMPERS

The parking and storing of **trailers**, motor homes, truck campers and camper trailers shall be prohibited in all Residential **zones** except where one **trailer**, camper or mobile home is stored on the occupant's **lot**, where a dwelling is in existence on the same **lot**, but only in the rear or interior side yard, or in such areas where such parking and storing is permitted by this By-law.

The **use** of **tents**, **trailers**, **travel trailers**, motor homes, truck campers, and camper trailers shall be prohibited in all **zones** except in areas where such **use** is permitted by this By-law.

One tent may be permitted accessory to a single-family dwelling in the Residential Type One (R1) and Residential Type Two (R2) zone provided it is less than 10 sq.m. Upon request, the Chief Building Official, Municipal Planner and By-Law Enforcement Officer may provide temporary authorization to allow a greater number of tents, but no more than four, to be

erected within the R1 and R2 zones for an agreed upon temporary duration of time. The occupant(s) of the tent(s) shall be provided access to the facilities within the appurtenant single-family dwelling. A tent shall only be erected between May 1 and September 30 of that year.

Mobile homes may be used as **dwelling units** only in a zone which permits mobile homes provided they have been constructed to CSA Standard Z240, and are located on permanent foundations with the running gear and towing equipment removed.

Administration is seeking input from the Planning and Development Executive Committee to determine if this is the direction desired to go.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Cody Vangel', with a stylized flourish at the end.

Cody Vangel, EIT
Chief Building Official & Municipal Planner