

TOWN OF FORT FRANCES

Planning & Development Executive Committee

AGENDA - October 19, 2015 8:00am

MEETING - Civic Centre - Committee Room

	Page
1. <u>Call to Order</u> Session #14	
2. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3. <u>Approval of Previous Committee Minutes</u>	
3.1 Approval of the Minutes of the September 21, 2015 Meeting	2 - 3
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>	
7.1 Letter Dated September 28, 2015 from Shanda DeGagne-Begin re: Zoning issue at 1229 King's Highway	4
7.2 F. Flatt - Application to Deem Lots not to be on a registered Plan of Subdivision - 1020 & 1022 Third Street East	5 - 7
7.3 T. Rob - Rainy Lake Hotel Demolition and Market Square Project Update	8
8. <u>Outstanding Items</u>	
8.1 F. Flatt - Huffman Subdivision - Marketing Strategy	9
9. <u>Information</u>	
10. <u>Non-agenda Items</u>	
11. <u>Adjourn / Next Meeting Date</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 13

September 21, 2015

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Committee Room - Civic Centre on September 21, 2015 from 8:00 a.m. to 8:53 a.m.

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

ALSO PRESENT: M. McCaig, CAO, P. Briere, A. Byrnes, By-Law Enforcement, T. Rob, Secretary

1. **Call to Order** - 8:02am
Session #13
2. **Disclosure of pecuniary interest and the general nature thereof**
-None
3. **Approval of Previous Committee Minutes**
 - 3.1 Approval of the Minutes of the September 8, 2015 Meeting
- Approved as ammended
4. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
 - 4.1 Dog Park activities - Item 10.1
5. **In-Camera**
- None
6. **Items Referred from Council**
 - 6.1 Letter from Ms. Joy Lockman dated August 18, 2015 re. Request for Removal of no Parking Signs - ByLaw Enforcement to provide verbal update
- Issue has been identified by By-Law Enforcement and is to be addressed later in the meeting, see item 7.1
 - 6.2 Application to Amend Site Plan Control Agreement for Wahkaihanun Futures Corporation re. 237 Eighth Street West
- Application received by the Planning and Development Executive, amendment complete and with the lawyers for finalization
7. **New Business**
 - 7.1 P. Briere - Traffic Control By-Law Amendments
- The Planning and Development Executive Committee received the amendments, approved the amendments and recommend that the amendments be taken to Council for approval.
 - 7.2 P. Briere - Designate a Loading Zone in front of 221 Scott Street Lidkea Optometry
- The Planning and Development Executive Committee approved the proposed loading zone and recommends that the amendments to the Traffic Control By-Law be taken to Council for approval.
8. **Outstanding Items**
9. **Information**

- 9.1 OPP Renewal Lease Agreement - CAO to provide verbal report
 - Lease is up at the end of November and CB Richard Ellis is looking to move forward with a 5 year renewal of the lease for the OPP station in the Civic Centre building. A draft agreement will be brought forward to the next Planning and Development Executive Committee meeting pending receipt of the draft agreement.

10. Non-agenda Items

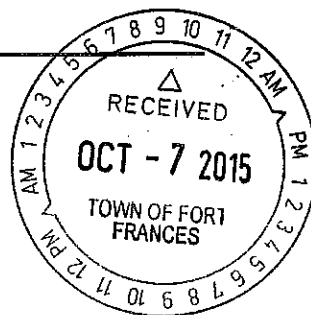
- 10.1 Dog Park Advisory Activities
 - Mr. Cary Basaraba posed a concern to some Council members regarding notification about a meeting. By-Law Enforcement is to take the item as a complaint and process and follow up with it through the regular complaint process.

- 11. Adjourn / Next Meeting Date - 8:53am**
 - Next meeting to be held Monday October 5, 2015, 8:00am

D. Kitowski - Executive Committee Chair

T. Rob - Secretary

LEON DEGAGNE LTD.



September 28, 2015

Town of Fort Frances
320 Portage Ave
Fort Frances, ON
P9A 3P9

Attn: Mr. Doug Kitowski
Planning & Development Committee Chairman

Dear Mr. Kitowski:

I am writing with regard to my property located at 1229 Kings Highway. My family's company, 570849 Ontario Limited, purchased this property in September of 1993. At that time we confirmed through By-Law No. 4/88 the property was zoned Residential Fourth Density (R4), which supported our intended purpose, the construction of an apartment building.

Earlier this month, I began formalizing plans for construction of the aforementioned, 8-12 unit apartment building. During a telephone conversation with a Town of Fort Frances employee I became aware that in February 2014 the zoning bylaw on this property was changed to 'Enterprise' without my notification. During this conversation I was told I must make an application for rezoning, at an expense of \$2,000, to have the property re-zoned back to Residential Type 2, for an apartment building. I was also informed that there is the possibility my request may not be granted.

I am shocked that the intended use of my property has been changed without my approval or even notification. As such, I am requesting that the Town of Fort Frances investigate the rezoning and rectify the problem it has created, at no further expense to my company.

If you require any further information please do not hesitate to contact me. Thank you in advance for your prompt attention to this matter.

Sincerely,



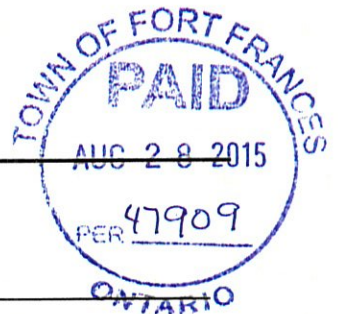
Shanda DeGagne-Begin



RR. #2, Site 204-25
Fort Frances, ON
P9A 3M3
Canada

PHONE 807.274.9112
FAX 807.274.0319
EMAIL info@leondegagne.com
WEB SITE www.leondegagne.com

APPLICATION TO DEEM LOTS NOT TO BE
ON A REGISTERED PLAN OF SUBDIVISION
SECTION 50(4), ONTARIO PLANNING ACT, R.S.O. 1990, C.P. 13



Subject Property: Municipal Address(es): **1020 & 1022 Third Street East**

Lots: 113 and 114 Registered Plan: SM-50

I, the undersigned Owner(s) of the above-noted property, hereby apply to the Corporation of the Town of Fort Frances for the enactment of a By-Law to deem the above-noted lots deemed not to be on a registered plan of subdivision for the purposes of Section 50 (3) of the Planning Act.

I acknowledge that full lots on a registered plan of subdivision are separately conveyable from one another; that the enactment and registration of the deeming by-law will merge them to be one lot of record; that conveyance of part of the lot of record will require approval of the Town of Fort Frances through the Consent process; and that this process does not consolidate the properties under the Land Titles Act.

Purpose of Application: **To enable the construction of an accessory building that will traverse the common lot line..**

I/We submit with this application the following:

- ☒ Evidence of ownership (original deed/s or copy of parcel register/s)
☒ Site Plan of property
☒ Required fee of \$144.30 (registration costs plus \$59.30 per added lot)

Owner's Name(s):

ROBERT PRICE

Owner's Signature:

Robert Price

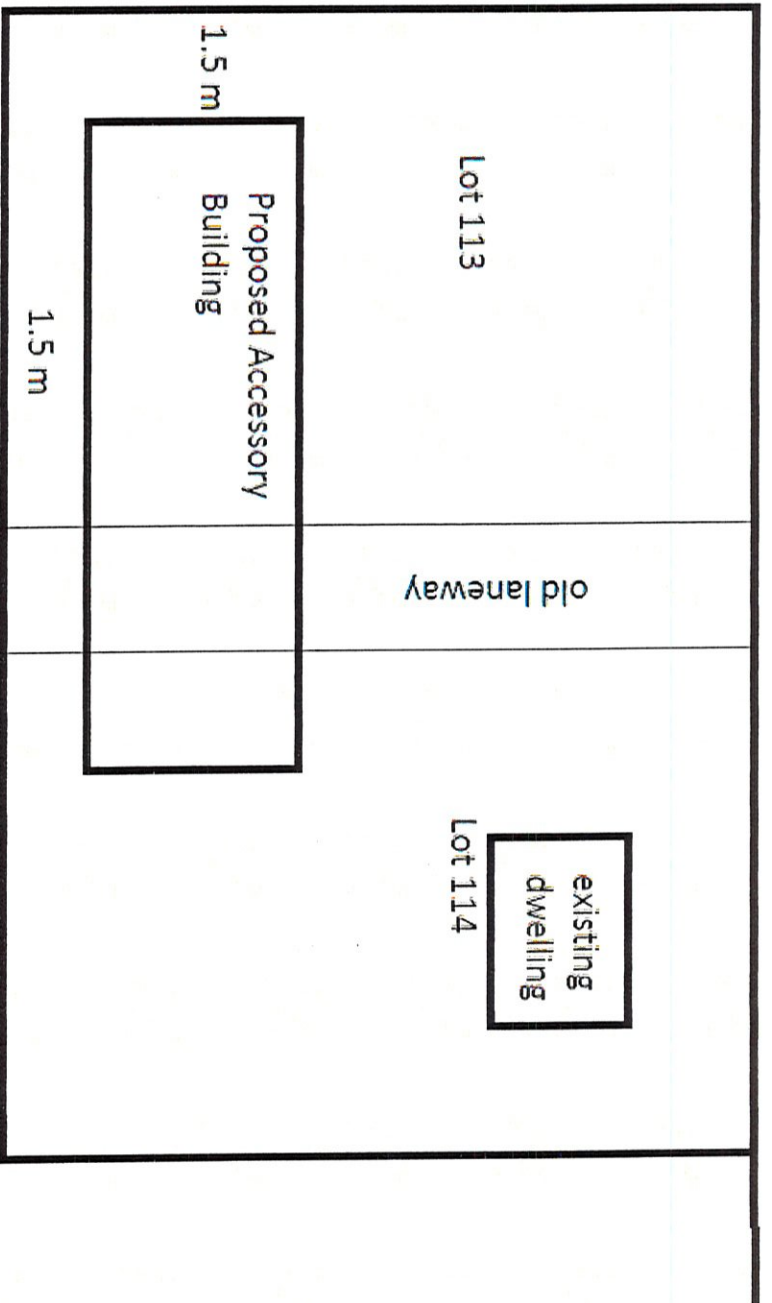
Mailing Address:

1020 3. Street E
A. F. PQA-154

Phone: 807-276-1335

Dated: _____

FOR OFFICE USE ONLY		
Application Received: <u>Aug 28/15</u>	Receipt No.: <u>47909</u>	RECOMMENDED BY PLANNER <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - reasons below _____ _____ _____ _____
Registration Date of Plan No: <u>January 2, 1912</u>		
Ownership Confirmed: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
By-Law No.	Enacted:	
Date Registered:	Document No.	



*Robert Davis
August 28, 2015*

TOWN OF FORT FRANCES

BY-LAW NO. **/15

(Being a By-Law to designate Lots 113 and 114 Plan SM-50 for the property known as 1020 and 1022 Third St E, pursuant to Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13, as amended).

WHEREAS Section 50(4) of the Planning Act provides that Council may by by-law designate any plan of subdivision, or part thereof, that has been registered for eight years or more, to not be on a registered plan of subdivision for the purposes of Section 50(3) of the Planning Act, R.S.O. 1990, c.P.13, as amended.

AND WHEREAS the Plan SM-50 is a plan of subdivision registered on January 2, 1912.

AND WHEREAS the Municipal Planner has certified that the Application to Deem received from the property owners is necessary to merge the properties to be one lot of record to permit the construction of an accessory building on the recently acquired adjacent property and that the legislated criteria for so doing has been satisfied.

NOW THEREFORE the Council of the Corporation of the Town of Fort Frances **HEREBY ENACTS** as follows:

1. That Lots 113 and 114 on Plan SM-50 be and is hereby designated, under Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13, as amended (the Act) not to be lots on a registered plan of subdivision for the purposes of Section 50(3) of the Act.
2. And further that the Clerk shall lodge a Certified Copy of this By-Law with the Office of the Minister of Municipal Affairs and Housing, pursuant to the requirements of Section 50(26) of the Act.
3. And further that the Clerk shall register a Certified Copy of this By-Law in the Land Registry Office for the District of Rainy River, pursuant to the requirements of Section 50(28) of the Act.
4. And further that Notice of Passing of this By-Law shall be sent to each person on the last revised assessment roll to be the owner of the said lands, pursuant to the requirements of Section 50(29) of the Act.
5. In accordance with Section 50(27) of the Act, this By-Law shall take effect upon the passing thereof, subject to Section 50(28) of the Act.

READ THREE TIMES AND FINALLY PASSED in open Council this 13th day of October 2015.

MAYOR

October 15, 2015

Report To: Planning and development Executive Committee

From: Travis Rob, Chief Building Official, Facilities/Special Projects Coordinator

RE: Rainy Lake Hotel Demolition and Market Square Development – Project Update.

On September 14, 2015 Council awarded the contract for the demolition of the former Rainy Lake Hotel to JMX Contracting of Gormley Ontario for a total cost of \$597,432.96. During the week of September 14, 2015 JMX worked to prepare to mobilize to site. On Monday September 21, 2015 there was a preconstruction meeting held, both with municipal representative from Public works and later with the property owners of the 200 block of Scott Street. JMX Continued to mobilize, setup site fencing, and complete preliminary work with demolition beginning October 6, 2015. Since that time the demolition has continued 7 days a week. As of Wednesday October 14, 2015 the entire rear portion of the structure including the basement area, with the exception of the west side over the ballroom has been removed. The Contractor was hauling waste to the Landfill, separating and decontaminating scrap steel and masonry. The contractor will be closing Scott Street on Friday October 16, 2015 through Monday October 19, 2015 to facilitate the safe removal of the front portion of the building. Once all of the above ground portions of the building have been removed clean-up will resume to remove the remaining debris and backfill the remaining basement area. There will be remedial work to the exterior walls of both neighboring buildings and a new sanitary sewer service installed to the property to service 229 Scott Street and any new development on the site once the area is clear of debris, no confirmed date for this work to be completed yet.

Through the planning stages of this project a few conceptual designs were completed for the market square. These plans were general and conceptual in nature to facilitate grant applications and to start the ball rolling to complete this project. In the coming weeks an RFP will be completed to retain an architecture firm to complete a final design for the development stage of the project. Part of this will be public consultation to determine the best way to develop this space and ensure the needs and wants of the local residents and businesses are met as best as possible.

The intended schedule was to complete the demolition of the existing structure this fall with an RFP for design and design activities through the fall and early winter. A tender for the construction would follow with construction completed through the spring and summer of 2016. To date we are still on track with this schedule.

Respectfully Submitted

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

Travis Rob, EIT
CBO, Facilities/Special Project Coordinators

Report

TOWN OF FORT FRANCES
DEVELOPMENT DIVISION
REPORT 2015-18

To: Mayor and Council
From: Faye Flatt, Municipal Planner
Date: 15 October 2015
Subject: **Huffman Subdivision – Marketing Strategy**

Draft

The Huffman subdivision was identified in the 2015 Strategic Plan in regards to the conditions imposed and the marketing of the lots. The Planning and Development Executive Committee reviewed the conditions and the recommendation that they be left as-is was supported by council at its meeting on September 28th. Also on that date, the marketing aspect was referred to the Economic Development Advisory Committee (EDAC) for recommendation.

At its meeting on October 5th EDAC was advised that the lots were going to be placed on the Town's website but that other options should be considered, such as web-based sites and/or using realtors. Following a discussion of the pros and cons of each option, the consensus was to not use web-based sites in favour of listing but that additional research was needed before moving forward. Although I have spoken with the local brokers, I was unable to secure anything in writing given the short turnaround time and as such, for consideration and discussion:

- Although there are a number of local real estate agents in the area, there are only two local companies.
- Listings are with the Company not the agent. Therefore if a specific agent lists the property then later leaves the company, the listing remains with the company.
- Realtors are free to negotiate commission. There is usually a minimum (flat) rate for smaller properties where standard commission would be minimal and not cover anticipated expenses.
- If a property is listed with an agent, and a sale is made without the involvement of that agent, the property owner is still bound to pay the commission.
- A listing agreement can be for any period of time but for inclusion on the Multiple Listing Service (MLS) requires a minimum six (6) months agreement.
- Where a property is listed, web-based internet sites are not viewed as competition but as they provided added exposure for the property being sold.

Respectfully submitted for discussion.

F. Flatt, AMCT, ACST, CPT
Municipal Planner