

TOWN OF FORT FRANCES

Planning & Development Executive Committee

AGENDA - September 19, 2016 at 8:00 AM

MEETING - Civic Centre - Committee Room

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|--|-------|
| 1. <u>Call to Order</u>
Session #16 | |
| 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 September 6, 2016 meeting minutes. | 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>
5.1 Land Rental Inquiry. | |
| 6. <u>Items Referred from Council</u>
6.1 Dialog Ontario Inc. - Encroachment Agreement. | 4 - 7 |
| 7. <u>New Business</u> | |
| 8. <u>Outstanding Items</u> | |
| 9. <u>Information</u> | |
| 10. <u>Non-agenda Items</u> | |
| 11. <u>Adjourn / Next Meeting Date</u>
Monday October 3, 2016 | |

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #15

September 6, 2016

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on September 6, 2016 from 8:00 a.m. to 8:28 a.m.

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

ALSO PRESENT: D. Brown, CAO, T. Rob, O&F Manager, T. Dennis, CBO/Planner, P. Briere, Secretary.

1. Call to Order - 0801am
Session #15

2. Disclosure of pecuniary interest and the general nature thereof
None.

3. Approval of Previous Committee Minutes

- 3.1 Approval of the August 2, 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
None.

6. Items Referred from Council
None.

7. New Business

- 7.1 Request for Amendments to Land Use Agreement - 353 Scott Street - Salvation Army
- The Planning & Development Executive Committee is recommending that the request to amend the land use agreement at 353 Scott Street be denied and that reasons for the denial be included.

8. Outstanding Items
None.

9. Information

- 9.1 By-Law Enforcement Quarterly Activities Report.
- The report was received and discussed by the Planning & Development Executive Committee.

10. Non-agenda Items
None.

11. Adjourn / Next Meeting Date - 0828am
September 19, 2016, 0800am - Civic Centre - Committee Room.

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

September 13, 2016

Report to: Planning and Development Executive Committee

From: Travis Rob, Manager of Operations & Facilities

RE: Request from Dialog Ontario Inc. regarding encroachment at RBC on Scott Street.

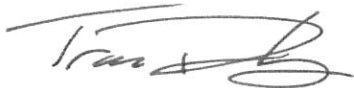
Dialog Ontario Inc. on behalf of RBC has been completing an evaluation of the current front entry configuration to bring it into conformance with current Ontario Building Code (OBC) and Accessibility standards. As a method of obtaining compliance Dialog has requested to obtain an encroachment, or land use, agreement allowing them to push the entrance ramp out onto the sidewalk in front of the building. This ramp would be constructed on the Town of Fort Frances sidewalk and boulevard.

A request for a similar agreement was submitted by the Salvation Army in October of 2015 for in front of the neighbouring property and was subsequently approved. This approved ramp structure will be terminating within approximately 914mm (3 feet) of the west side of the building which would be where the proposed RBC ramp would also be constructed. The new RBC ramp would then be a blockage at the termination of the Salvation Army Ramp. Under the OBC an area not less than 1117mm in length by 1117mm in width is required at the end of a ramp to allow access to that structure. With the proposed configuration, there would not be adequate room to access the Salvation Army ramp after the construction of the proposed RBC ramp was completed.

The Town has approved ramp encroachments onto the municipal sidewalks at other locations around town where the construction of the building makes it impossible to construct an accessible entry by any other means. The Town sidewalk is then used as a means of gaining accessible entry into the building. In the case of the RBC building there is an existing ramp and entry structure constructed on the property within the entry vestibule.

Given that currently an access ramp structure is constructed within the building footprint, and the proximity to the ramp structure being constructed to the east, it is the recommendation of Administration that the request for an encroachment agreement to construct an accessibility ramp on the Town sidewalk in front of the RBC branch be denied.

Respectfully Submitted



Travis Rob, EIT
Manager of Operations and Facilities
Interim Chief Building Official

September 7, 2016

Travis Rob – Interim Chief Building Official / Municipal Planner
Town of Fort Frances
Fort Frances, Ontario

Re: RBC Fort Frances
343 Scott Street Fort Frances, ON.
Encroachment agreement

Dear Travis,

Please find enclosed a letter from the Owner of the property as required for application for encroachment agreement.

Also attached is a Cad file of proposed ramp encroachment into municipal property, as support document.

We would like to have this application put onto next council meeting's agenda.

Please let me know if there are any further information you need to proceed further.

Should you have any questions in this regard, please feel free to contact the undersigned.

Sincerely,



Don Lee-Contract Administrator, DIALOG

c/c Dave Robson-JLL

Armstrong Investment Co. II

P.O. Box 818 FORT FRANCES, ON P9A 3N1

Phone: 807-274-3294 Fax: 807-274-8469

Tuesday September 6, 2016

"Mayor and Members of Council"

The Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

Royal Bank of Canada wishes to modify their exterior accessibility ramp to provide improved access for their clients at their location at 343 Scott Street.

Modifications as detailed in their drawing SK-01 Partial Ground Floor Plan, revision dated August 22, 2016 includes both lengthening and widening the existing ramp. This work requires an encroachment onto Town property by approximately 4'-6" x 7'-6".

By submittal of this letter Royal Bank wishes to be placed on Council's agenda for an encroachment agreement.

Future correspondence on this matter can be directed to Royal Bank of Canada's agent JLL, to the attention of Dave Robson, Senior Project Manager 647-231-8374, and to Don Lee, Dialog Royal Bank's prime consultant 647-438-4217.

Please let me know if you have any questions. Thank you.

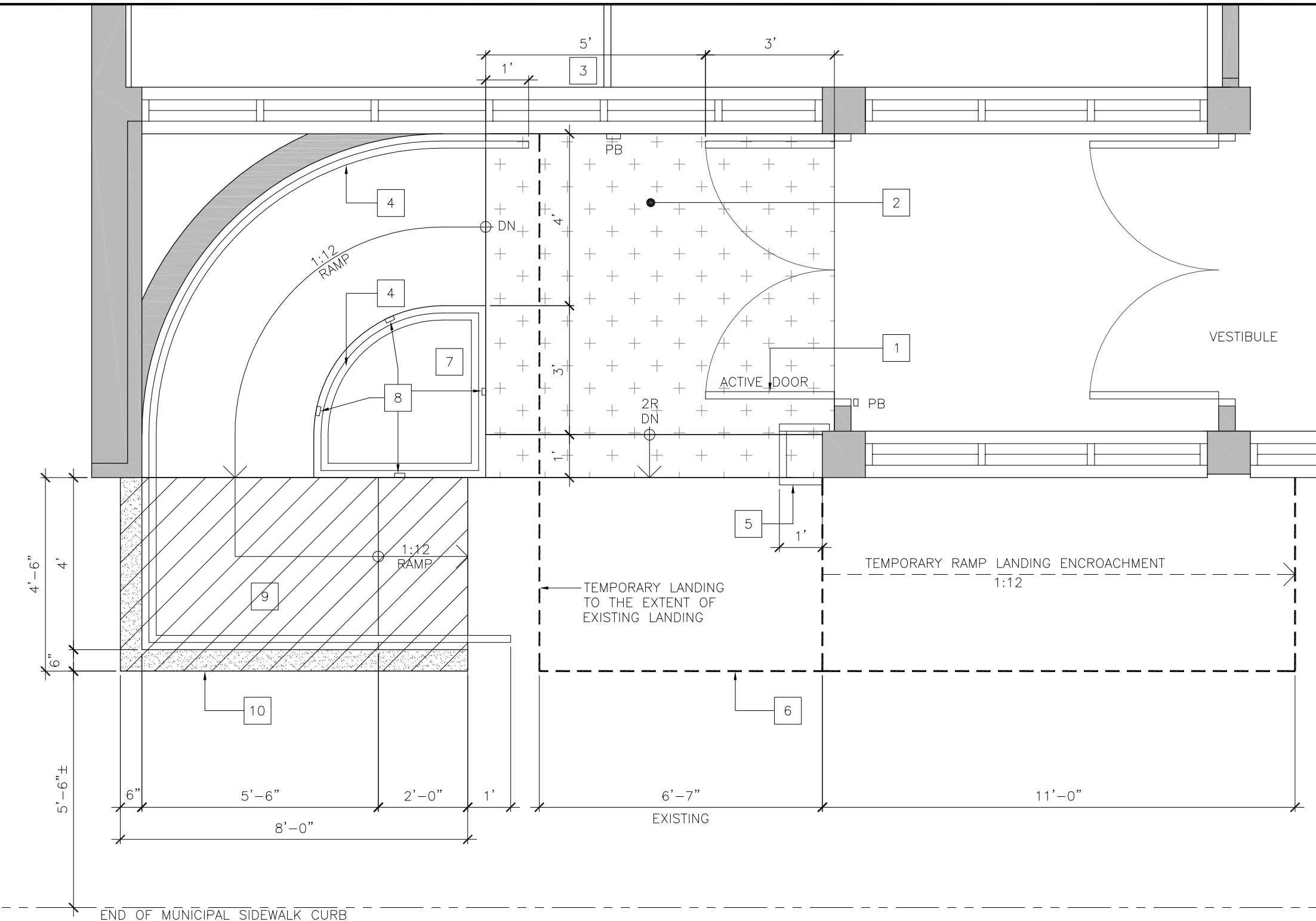
Regards:

A handwritten signature in black ink, appearing to read 'Larry Armstrong', with a large, stylized flourish extending from the end of the signature.

Larry Armstrong
Armstrong Inv. Co. II

KEY NOTES

- 1 EXISTING DOOR AND FRAME TO REMAIN
- 2 HATCHED AREA TO BE RAISED 1 1/2" TO OVERCOME LEVEL DIFFERENCE BETWEEN VESTIBULE AND CONCRETE LANDING. STEPS TO BE RAISED TO 6 1/4" FROM CURRENT 5 1/2" RISES.
- 3 NEW RAISED LANDING TO BE EXTENDED TO 5'-0" BEYOND THE EDGE OF ENTRANCE DOOR.
- 4 NEW STAINLESS STEEL HANDRAIL TO MEET OBC REQUIREMENTS
- 5 NEW S/S HANDRAIL AT ACTIVE DOOR.
- 6 BROKEN LINES INDICATE TEMPORARY RAMP CONSTRUCTED FOR DURATION OF RAMP MODIFICATION. ALL DETAILS TO MEET OBC REQUIREMENTS.
- 7 NEW RAISED CONCRETE PLATFORM 12" ABOVE TOP LANDING TO RECEIVE NEW HANDRAILS AND RECESSED NIGHT LIGHTS.
- 8 NEW NIGHT LIGHTS FOR RAMP AND STAIR RECESSED INTO CONCRETE PLATFORM.
- 9 NEW RAISED LANDING AND RAMP ENCROACHMENT INTO MUNICIPAL SIDEWALK. AREA OF ENCROACHMENT (36.4 SF)
- 10 6" CONCRETE CURB.



1 PARTIAL GROUND FLOOR PLAN - MAIN ENTRANCE EXTERIOR RAMP
SK-01 SCALE: 3/8" = 1'-0"