

# TOWN OF FORT FRANCES

## Planning & Development Executive Committee

### AGENDA - February 6, 2017 at 8:00 AM

#### MEETING - Civic Centre - Committee Room

	Page
1. <b><u>Call to Order</u></b> Session #24	
2. <b><u>Disclosure of pecuniary interest and the general nature thereof</u></b>	
3. <b><u>Approval of Previous Committee Minutes</u></b> 3.1 Approval of January 16, 2017 meeting minutes.	2 - 3
4. <b><u>Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.</u></b>	
5. <b><u>In-Camera</u></b> 5.1 Land Rental Inquiry. - No update at this time, referred to next meeting. 5.2 Front Street Property Inquiry.	
6. <b><u>Items Referred from Council</u></b>	
7. <b><u>New Business</u></b> 7.1 Traffic Control By-Law Amendment for Library. 7.2 Draft By-Law for Lot 21, Minnie Avenue North.	4 5 - 6
8. <b><u>Outstanding Items</u></b>	
9. <b><u>Information</u></b>	
10. <b><u>Non-agenda Items</u></b>	
11. <b><u>Adjourn / Next Meeting Date</u></b> Monday March 6, 2017.	

## TOWN OF FORT FRANCES

### MINUTES

### SESSION NO. #23

January 16, 2017

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on January 16, 2017 from 8:00 a.m. to 9:27 a.m.

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

ALSO PRESENT: D. Brown, CAO, L. Slomke, Clerk, T. Dennis, CBO/Planner, P. Briere, Secretary.

#### **1. Call to Order - 0800am**

Session #23

#### **2. Disclosure of pecuniary interest and the general nature thereof**

None.

#### **3. Approval of Previous Committee Minutes**

- 3.1 Approval of January 3, 2017 meeting minutes.  
- 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**

- 5.1 Land Rental Inquiry.  
- No update at this time, referred to next meeting.

#### **6. Items Referred from Council**

None.

#### **7. New Business**

- 7.1 Re-Zoning of a Portion of 200 McIrvine Road.  
- The recommendation from the Planning & Development Executive Committee is to approve the report as presented.
- 7.2 Zoning By-Law Revision for 941 McKenzie Avenue.  
- The recommendation from the Planning & Development Executive Committee is to approve the report as presented.

#### **8. Outstanding Items**

- 8.1 Pet Licensing.  
- A discussion about how the current licensing process is conducted and explanation of how the by-laws read and are enforced was had. A recommendation to conduct a review and rewrite of the by-laws to bring them up to date and prepare a licensing program to offer annual and lifetime licences were had. The Planning and Development Executive Committee is recommending to support this report.
- 8.2 Request to Remove Holding Provision from Part Lot 21 River Range Minnie Avenue.  
After a lengthy discussion was had in regards to this report. The CAO had a discussion with all members in attendance at the meeting in regards to the Municipality and ensuring that we are protected from any liability. From this discussion, the Planning and

Development Executive Committee is recommending that the holding provision be removed from the property and that an acknowledgement letter be prepared for presentation and signing by the property owner when the application process for building is started.

- 8.3 Heavy Trucks on Scott Street.  
- After a lengthy discussion on this issue. The Planning and Development Executive Committee is recommending that an amendment to the traffic control by-law be prepared and presented to prohibit the parking of heavy trucks in 500 - 1200 blocks of Scott Street. Also, the Zoning By-Law be researched to ensure that heavy trucks are able to overnight park in commercial parking lots, with property owner permission.

9. **Information**  
None.

10. **Non-agenda Items**  
None.

11. **Adjourn / Next Meeting Date - 0927am**  
Monday February 6th, 2017

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Executive Committee Chair

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Secretary, Planning & Development Executive  
Committee

Date: January 24<sup>th</sup>, 2017

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer.

Re: Traffic Control By-Law Amendment for Fort Frances Library & Technology Centre.

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The By-Law Enforcement Department has received parking concerns from the Fort Frances Library & Technology Centre in regards to moving Handicap Parking Stall B1 to Parking Stall A1 within their parking lot for use by a staff members. This department upon review of the Traffic Control By-Law #21/14. This is a housekeeping item and going forward will still ensure that this location is still fully accessible to our staff and customers, this department is requesting to have the following added into the Traffic Control By-Law #21/14:

**TOWN OF FORT FRANCES**

**BY-LAW NO. 21/14**

**HANDICAPPED PARKING ONLY**

**SCHEDULE "C"**

**NO.**

24. The first six (6) designated parking stalls numbered B1 (change to A1), C1, D1, E1, F1, and G1 in the Fort Frances Library & technology Centre's parking lot.

By-Law Enforcement is asking the Planning & Development Executive Committee to recommend that Council approve the amendments to the Traffic Control By-Law #21/14 and authorize an amendment by-law for signing by Mayor and Clerk.

Respectfully submitted,

Patrick Briere  
By-Law Enforcement Officer



Date: January 10, 2017

Report To: Planning and Development Executive Committee

From: Tyson Dennis, Chief Building Official/Municipal Planner/Secretary, Treasurer of The Committee of Adjustment

Re: **Holding Provision Removal, Draft By-Law for Lot 21, Minnie Avenue North**

The Committee will recall January 3, 2017, a report came from the Committee of Adjustment to Planning and Development in regards to an application for the Re-Zoning Lot 21 Minnie Avenue North from R1-H to R1. The report submitted was approved by Council for the Re-Zoning of the property January 23, 2017.

There was a 20-day public appeal period for the application of the Holding Provision Removal which started on December 20, 2016 and ended January 8, 2017. There were no appeals filed during this time.

To finalize the application for the Removal of the Holding Provision from *R1-H to R1*, I have attached a draft Zoning Amendment. Once the Zoning Amendment has been approved, the application will be complete and registered on title with conditions as stated by Council:

- It will be registered on title of the lands prior to any development on the property, the owner(s) sign a waiver taking responsibility for private water and septic

As per regulations for the removal of the Holding Provision:

- It will be registered on title prior to development of the land, the owners will apply for a Site Plan Agreement which will be approved by council

Please examine the draft Zoning By-Law Amendment and approve as submitted or as per changes requested.

Respectfully submitted,

Originally Signed By,

Tyson Dennis

Chief Building Official / Municipal Planner.

**TOWN OF FORT FRANCES**  
**By-Law 03/14 – \*\*\*\*\***

(Being a By-Law to amend Zoning By-Law #03/14, as amended, *The Planning Act*,  
Section 36 – PT RIV RGE PT LOT 21 PLAN;48R4004 PARTS 1 TO 6 PCL;17411.)

**WHEREAS** Council wishes to remove the Holding Provision at the subject property and make a Zoning By-Law Amendment from R1-H to R1 for the future development. (*The Planning Act*, Section 36)

**AND WHEREAS** in accordance with Section 34(12) of the Planning Act, a Public Meeting was held on December 19, 2016 to consider the subject Removal of the Holding Provision and Zoning By-Law Amendment, with proper notice given to the public according to Ontario Regulation 545/06.

**AND WHEREAS** at its meeting held January 23, 2017, Council approved the Report and recommendation of the Municipal Planner, supported by the Planning and Development Executive Committee, that the application be approved.

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

1. Town of Fort Frances Zoning By-Law #03-14 be amended to change the zoning of the property known as Lot 21 Minnie Avenue North PT RIV RGE PT LOT 21 PLAN;48R4004 PARTS 1 TO 6 PCL;17411 from *R1-H* to *R1*.
2. It will be registered on title of the lands prior to any development on the property the owner(s) sign a waiver taking responsibility for private water and septic.
3. Prior to development of the land, the owners will apply for a Site Plan Agreement which will be approved by council and registered on title of the lands.
4. That is By-Law shall come into force and take effect upon the final passing thereof by the Clerk as there were no appeals filed within the (20) days from the date of public notice of the application passing December 13, 2016 ending January 1, 2017.

**READ THREE TIMES and passed in open Council February 13, 2017**

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R. Avis, Mayor

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E. Slomke, Clerk