

TOWN OF FORT FRANCES

Planning & Development Executive Committee

AGENDA - April 3, 2017 at 8:00 AM

MEETING - Civic Centre - Committee Room

	Page
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>	
3.1 Approval of March 6, 2017 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>	
6. <u>Items Referred from Council</u>	
6.1 Boundary Waters Dragon Boat Festival Support Request Letter.	4 - 7
7. <u>New Business</u>	
7.1 RRDSSAB Deeming Report for 1300 Fifth St. E. and 1301 Elizabeth St. E	8 - 10
7.2 RRDSSAB Site Plan Report	11 - 12
8. <u>Outstanding Items</u>	
9. <u>Information</u>	
10. <u>Non-agenda Items</u>	
11. <u>Adjourn / Next Meeting Date</u> Monday April 17, 2017.	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #25

March 6, 2017

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on March 6, 2017 from 7:55 a.m. to 8:33 a.m.

PRESENT: J. Caul, Vice-Chair, J. Albanese, Councillor

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

1. Call to Order - 0755AM
Session #25

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

3. Approval of Previous Committee Minutes

- 3.1 Approval of the February 6, 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.
- A report was presented to the Planning & Development Executive Committee providing an update and next steps in the process. The report is proposing that Operations & Facilities move forward with the process to terminate the current land rental agreement and prepare an RFP as there is more than 1 interested party in the property. The Planning & Development Executive Committee is recommending to approve the report as presented.

Albanese-Caul: THAT the Planning and Development Executive Committee now meet in-camera in order to address a matter pertaining to: A proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically item #5.1 - land rental inquiry.

CARRIED

6. Items Referred from Council

- 6.1 Request from Church of the Holy Spirit.
- An overview of this request and a review of the report that is going to be presented at OFEC was provided to the Planning & Development Executive Committee. The Planning & Development Executive Committee is recommending to support the report as presented.

7. New Business
None.

8. Outstanding Items

- 8.1 Draft Traffic Control By-Law Amendment.
- The draft by-law was presented to the Planning & Development Executive Committee.

The Planning & Development Executive Committee is recommending to approve the draft by-law as presented.

- 9. **Information**
None.
- 10. **Non-agenda Items**
None.
- 11. **Adjourn / Next Meeting Date - 0833AM**
Monday March 20, 2017.

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

Administration & Finance Division
Planning & Development Division
Phone: 807-274-5323
Fax: 807-274-8479

Mailing Address for All Divisions:
Civic Centre
320 Portage Avenue
Fort Frances, ON
P9A 3P9



Operations & Facilities Division
Phone: 807-274-9893
Fax: 807-274-7360

Community Services Division
Phone: 807-274-4561
Fax: 807-274-3799

email: town@fortfrances.com
www.fort-frances.com

March 28, 2017

Boundary Waters Dragon Boat Club
Attn: Greg Thorstad, President
Box 452
Fort Frances, Ontario P9A 3M8
via e-mail Boundary Waters dragonboatff@gmail.com

Dear Mr. Thorstad:

At their meeting March 27, 2017, Council referred the Support Request received March 16, 2017 from Boundary Waters Dragon Boat Club to the Administration and Finance Executive Committee for recommendation, with input from the Planning & Development Executive Committee, the Community Services Executive Committee and the Operations & Facilities Executive Committee.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to L. Lindberg, Treasurer, at 274-5323, ext 1225.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Elizabeth Slomke, Clerk

/ls

c.c. Administration and Finance Executive Committee
Attn: L. Lindberg, Treasurer



E-Mail: dragonboatff@gmail.com
Like: facebook.com/dragonboatff
Visit: www.boundarywatersdragonboat.com

March 16, 2017

Mayor & Council
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9

RE: 6th ANNUAL INTERNATIONAL BOUNDARY WATERS DRAGON BOAT FESTIVAL

Dear Mayor and Council:

We respectfully request the following support from the Town of Fort Frances for Saturday, July 8th, 2017.

1. Designate, in writing, the International Boundary Waters Dragon Boat Festival as a significant community festival and event;
2. Authorize the use of Town picnic tables. The Boundary Waters Dragon Boat Festival Committee will organize and arrange for their pick up, cleaning and return;
3. We request that the Town cover any charges associated with any festival permits that may be needed;
4. Supply the International Boundary Waters Dragon Boat Festival with the necessary documents and signage to facilitate closing the road to accommodate the needed team and public participation areas from the Sorting Gap Marina Building (to allow continued public access to the boat launch during the event) to Butler Avenue;
5. Allow the International Boundary Waters Dragon Boat Festival Committee to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event;
6. Allow access for electrical power;
7. Ensure extra garbage cans at the site, and a garbage pick-up the following Monday.
8. Allow for the road closure along the marina from Butler Avenue to the Sorting Gap marina building from 7:30 am to 5:00 pm on July 8th, 2017. A map is attached of the intended closure and festival set up. As always we ensure that the use of the boat launch and the marina building remains fully accessible to the public from the east throughout the day.

Thank you for your consideration, and we look forward to discussing our request in greater detail at your convenience if requested.

Sincerely,

Greg Thorstad, President
Boundary Waters Dragon Boat Foundation

Vendor & Dragon
Boat Parking



General Parking

O

Power

A

P
o
t
t
y
P
o
t
t
y
P
o
t
t
y

D D D
D K D
F G E B
C

Boat

Boat

LOCATION & TENT ASSIGNMENTS

A- Team Tents
B- DB Trailer
C- Spectator Tents
D- Picnic Tables
E- First Responders
F – Officials Tent
G – Media/Sound Man
K-Registration / BBQ



300 meters

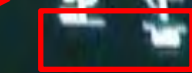
Butler Ave.
Dock

Tug of
War



500 Metres from Crowe Ave. Dock to end slip

Crowe Ave.
Dock



-End Slips-
-Finish Line-





Date: March 29, 2017

Report To: Planning and Development Executive Committee

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **1301 Elizabeth Street East and 1300 Fifth Street East**

The properties located at 1301 Elizabeth Street East and 1300 Fifth Street East, are owned by the Rainy River District Social Services Administration Board. The properties back to one another. The RRDSAB has applied to have the two properties deemed as a single property to apply for a building permit for construction of a new apartment building. This application is attached for Committee members to review. The new apartment building is proposed to be built on the existing center property line.

Deeming these two properties as one, will allow proper setbacks for the future development as determined by the Zoning By-Law 03/14.

Please examine the deeming application and approve as submitted to complete the application process and allow a By-Law amendment to be created for the property deeming.

Respectfully submitted,

Originally Signed By,

Tyson Dennis

Chief Building Official / Municipal Planner.

**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): 1301 Elizabeth St. E and 1300 Fifth St. E

Lots: RR-38, RR-138 + Lot 19 **Registered Plan:** Parcel 19, 829. Firstly, Part of Lot 19, River Range, designated as Part 1 on Plan RR-38, except Part 16 on RR-138 and Part 2 on Plan RR-370. Secondly, Part of Lot 16 on Plan RR-138, except Part 8 on Plan RR-370. Thirdly, Part of Part 2 on Plan RR-38, except Part 1 on Plan RR-370.

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 combine the above listed properties.

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 Legal Fees (registration legal fees plus \$60.00 per added lot administrative fee)

Owner's Name(s):
Rainy River District Social Services Administration Board

Owner's Signature:
Leanne Elwik, Director of Finance + Asset Management

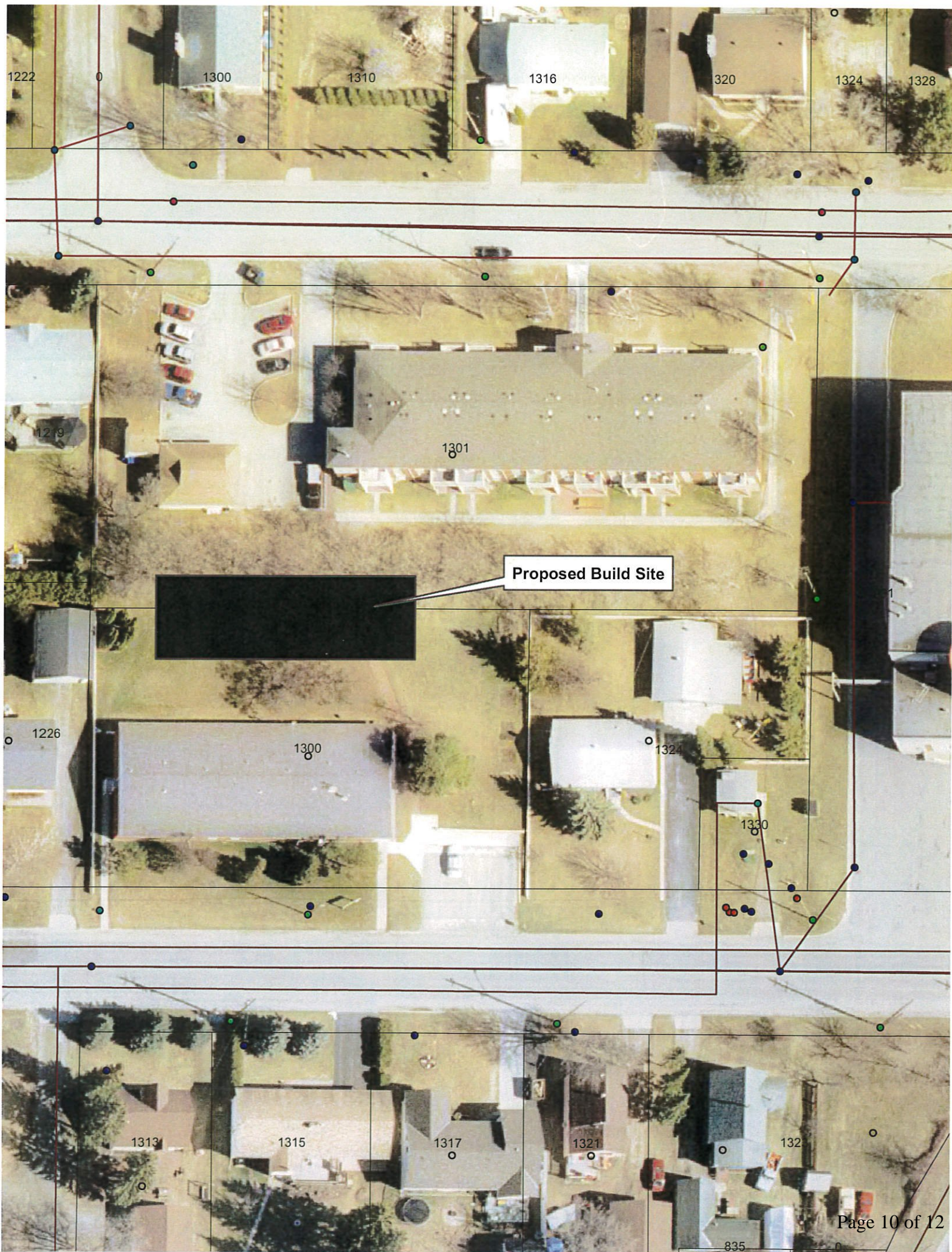
Mailing Address:

450 Scott Street
Fort Frances, ON P9A 1H2

Phone: 807 274 5349

Dated: 27 March 2017

FOR OFFICE USE ONLY		
Application Received:	Receipt No.:	RECOMMENDED BY PLANNER
Registration Date of Plan No:		<input type="checkbox"/> Yes <input type="checkbox"/> No - reasons below
Ownership Confirmed: Yes <input type="checkbox"/> No <input type="checkbox"/>		
By-Law No.	Enacted:	
Date Registered:	Document No.	



Proposed Build Site



Date: March 29, 2017

Report To: Planning and Development Executive Committee

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **1301 Elizabeth Street East and 1300 Fifth Street East**

The properties located at 1301 Elizabeth Street East and 1300 Fifth Street East, are owned by the Rainy River District Social Services Administration Board. These properties are in the application process of being deemed as a single property.

It states in the Town of Fort Frances Official Plan in Section 5.7.1 "...all types of development or redevelopment shall be subject to Site Plan Control provisions..." Section 5.7.3 and 5.7.4 list the requirements of evaluation during a Site Plan Agreement.

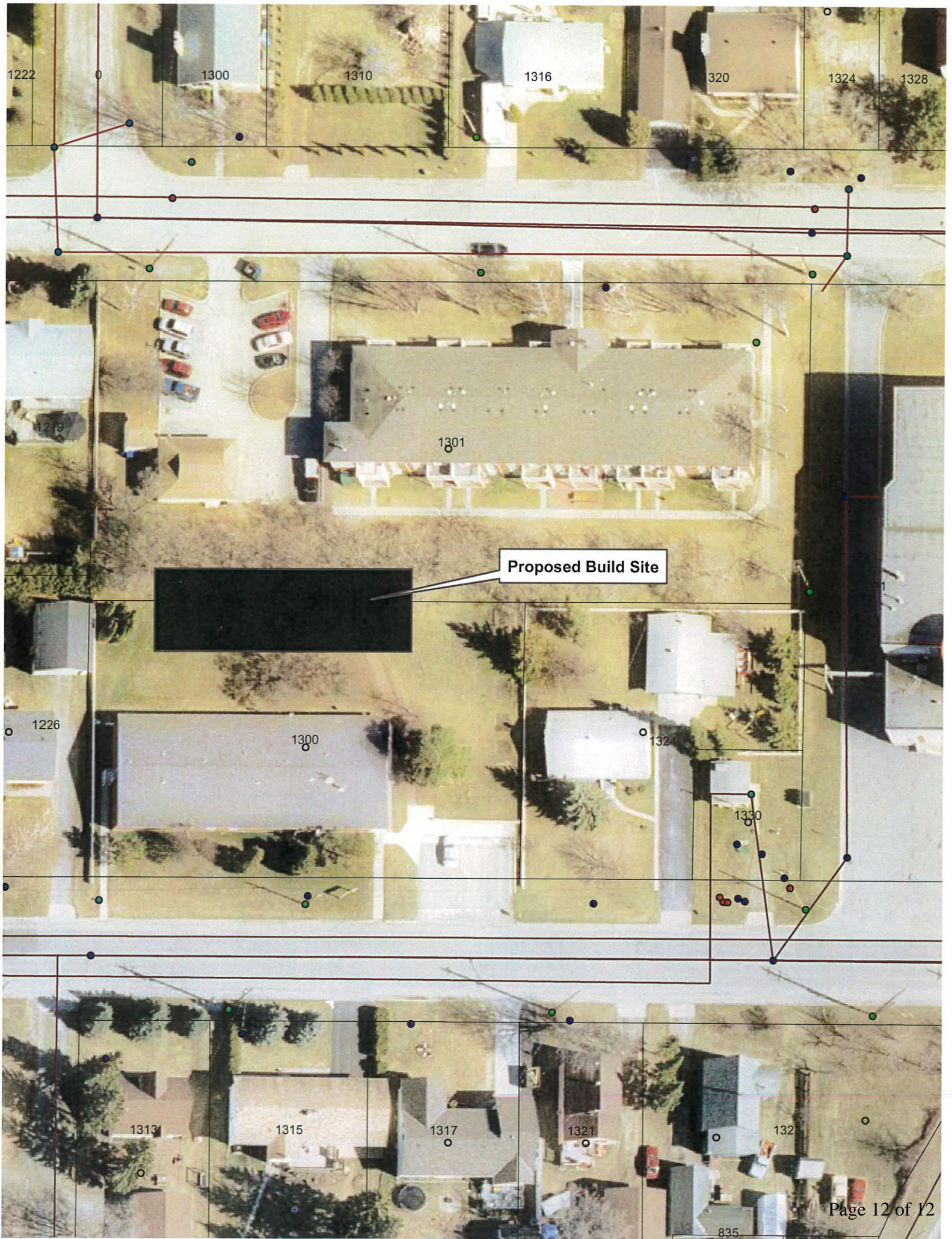
The proposed development is in an area with existing buildings and infrastructure. 1300 Fifth Street, has no storm water catch basins located near the property. The services for the proposed building will more than likely be delivered from the 1301 Elizabeth location. Conditions of construction for parking, storm water management, grading of land, exterior lighting are some of the conditions which must be determined prior to permit issuance. The Site Plan Agreement will guarantee the completion of any conditions on the site.

As Chief Building Official and Municipal Planner, I am recommending the Planning and Development Committee to approved the need for Rainy River District Social Services Administration Board to enter into a Site Plan Agreement to ensure the needed Planning and Design requirements to be completed during the construction of the prospered apartment building. I have attached an aerial view of the property to show the area of Site Plan Agreement for development.

Respectfully submitted,

Originally Signed By,

Tyson Dennis, Chief Building Official / Municipal Planner.



Proposed Build Site