

TOWN OF FORT FRANCES

Planning & Development Executive Committee

AGENDA - July 3, 2018 at 8:00 AM

MEETING - Civic Centre - Committee Room

	Page
1. <u>Call to Order</u> Session #45	
2. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3. <u>Approval of Previous Committee Minutes</u>	
3.1 Approval of June 18th, 2018 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>	
7. <u>New Business</u>	
7.1 CSEC Request for Input - Municipal Alcohol Policy #2.1.	4 - 11
7.2 Front & Minnie Residential Development Site Plan Control Agreement.	12 - 19
8. <u>Outstanding Items</u>	
8.1 Rainy Lake Square Parking Meters.	
9. <u>Information</u>	
9.1 By-Law Enforcement 2nd Quarter Activities Report.	20 - 24
10. <u>Non-agenda Items</u>	
11. <u>Adjourn / Next Meeting Date</u> Tuesday August 7th, 2018.	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #44

June 18, 2018

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre - Committee Room on June 18, 2018 from 8:00 a.m. to 8:46 a.m.

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

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

1. Call to Order - 0800am

Session #44

2. Disclosure of pecuniary interest and the general nature thereof

None.

3. Approval of Previous Committee Minutes

3.1 Approval of May 7th, 2018 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

None.

6. Items Referred from Council

None.

7. New Business

7.1 Moving Handicap Parking Stall 300 BLK Scott Street (RBC).

- This item was briefly discussed and the Planning & Development Executive Committee is recommending that Council approve the report as presented and direct that an amending by-law be prepared for signing by Mayor & Clerk.

7.2 Temporary Traffic Control By-Law for Mill Road Bridge/Overpass Rehabilitation & 2018 Road Reconstruction Watermain & Sewer Replacement.

- After a lengthy discussion was had on this item and input/comment was given via teleconference with the Manager of Operations & Facilities the Planning & Development is recommending that Council approve the report as presented and have a by-law prepared for signing by Mayor & Clerk.

7.3 Rainy Lake Square Parking Meters.

- After a lengthy discussion was had on this item and input provided by the Deputy Treasurer. The Planning & Development Executive Committee is directing Administration to find more information in regards to authorisation to impose a convenience fee/surcharge onto the user to cover the costs of the usage of credit cards.

8. Outstanding Items

None.

9. Information

None.

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

- 11. **Adjourn / Next Meeting Date - 0846am**
Tuesday July 3rd, 2018.

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

THE TOWN OF FORT FRANCES

Section: Community Services

Policy: Municipal Alcohol Policy

Creation Date: FEBRUARY 1995

Resolution Number:

Revision Date: JUNE 2018

Policy Number: 2.1

1. POLICY OBJECTIVES

- A. To develop appropriate procedures and provide education to individuals or groups wishing to hold events in municipally-owned facilities to ensure that all legislation pertaining to Special Occasion Permits is properly understood and strictly complied with.
- B. To ensure proper supervision and operation of Special Occasion Permit events to protect the organizers, the participating public, volunteers, the Corporation and its staff from liability by providing education in prevention and intervention techniques and through effective management procedures.
- C. To encourage and reinforce responsible, moderate drinking practices for consumers through the development of appropriate operational procedures, controls, training and education.
- D. To respect the decision of abstainers not to drink alcohol and to encourage their participation by providing alternative non-alcoholic drinks.
- E. To provide for a balanced use of alcohol and no-alcoholic beverages through Special Occasion Permits so that alcohol becomes a responsible part of a social function rather than the reason for it.

2. MUNICIPAL FACILITIES ELIGIBLE FOR SPECIAL OCCASION PERMITS (SOP) OR CATERER'S ENDORSEMENT

- A. Arena Auditorium
- B. Arena Main Floor when ice is out
- C. East End Hall
- D. Museum
- E. Library
- F. Council Chambers
- G. Committee Room (Town Hall)
- H. Airport Grounds
- I. Sorting Gap Marina
- J. Rainy Lake Square (By Caterer's Endorsement ONLY – No SOP – Stop serving alcohol by 11pm)

3. MUNICIPAL FACILITIES NOT ELIGIBLE FOR SPECIAL OCCASION PERMITS OR ALCOHOL CONSUMPTION

- A. St. Francis Sports Fields
- B. Memorial Sports Centre Grounds
- C. Point Park
- D. Arena Seating Area
- E. Arena Change Rooms
- F. Fort Frances Seniors Centre (Formerly Sister Kennedy Centre)

*** EVENTS NOT ELIGIBLE FOR SPECIAL OCCASION PERMITS**

All youth events and all minor sports events, including banquets, are designated as events not suitable for alcohol use. Associated adult evening social events commencing after 8:30 pm will be allowed, however, minors will not be allowed into these licensed events.

4. SERVER TRAINING

In order to be eligible to rent a municipal facility for a Special Occasion Permit event, the renter must demonstrate to the facility representative that a minimum of 60% of event workers and 100% of event servers have been trained in responsible serving techniques (see 6.2). The Smart Serve Responsible Alcohol Beverage Service Training Program is approved by the Alcohol and Gaming Commission of Ontario (AGCO) as a responsible server training program.

5. PROVIDE FOOD AND NON-ALCOHOLIC BEVERAGES

In order to be eligible to rent a municipal facility for a Special Occasion Permit event, the renter must demonstrate to the satisfaction of the facility representative that a quantity of non-alcohol beverages be displayed and available at no charge or at a cost much lower than that of drinks containing alcohol. Fresh drinking water must be available for those in attendance.

Food must be provided beginning no later than 8 pm and must not be removed until the bar closes. Chips, peanuts, popcorn and other snacks do not qualify as food on their own. At the very least food consists of sandwiches, cheese and vegetables with dip.

6. CONTROLS

6.1 In order to be eligible to rent a municipal facility for a Special Occasion Permit event, the renter must demonstrate to the satisfaction of the facility representative that the municipal alcohol policy is understood, that the regulations will be strictly observed and that sufficient controls are in place that will assist in ensuring compliance with the policy. The renter MUST sign the rental agreement, failure to do so will result in the rental application being denied, even if a Special Occasion Permit has been obtained from AGCO (Alcohol and Gaming Commission of Ontario).

6.2 The event sponsor must provide a list of event workers that have been trained in a responsible server training course to the facility representative at least two weeks prior to the event. This applies whether alcohol will be sold or provided at no charge.

6.3 The event sponsor must obtain a Special Occasion Permit from the Liquor License Board of Ontario and must show proof of this to the facility representative at least one week prior to the event.

6.4 Each entrance will be diligently supervised by a minimum of two server-trained people 19 years of age or over.

6.5 Ensure that no one under the age of majority is served alcohol. Anyone who appears to be under 25 years will be required to show identification before they are allowed into the event

- 6.6 Event staff are to check the identification of all participants at masquerade events.
- 6.7 The only acceptable form of identification will be in compliance with the Ontario Regulation 389/91 s. 29 (5) of the Liquor License Act which includes:
- (a) a driver's licence with photograph;
 - (b) a Canadian passport;
 - (c) a Canadian citizenship card with photograph;
 - (d) a Canadian Armed Forces Identification Card;
 - (e) a permanent resident card issued by the Government of Canada;
 - (f) a Secure Certificate of Indian Status card issued by the Government of Canada; or,
 - (g) a photo card issued by the Liquor Control Board of Ontario.
- 6.8 At events where youth under nineteen (19) years of age are permitted entry, the Event Organizer shall not allow promotional advertising of alcoholic beverage names, brands or manufacturers outside the designated alcohol service area.
- 6.9 The person who signs the Special Occasion Permit Application and the Rental Agreement must attend the event and be responsible for making decisions regarding the operation of the event. A person may be appointed as a designate to attend the event and assume the responsibility in the permit holder's place.
- 6.10 Before the event starts, the event sponsor and facility staff must ensure that the physical setting is safe for both drinkers and non-drinkers.
- 6.11 The event sponsor and facility staff must prevent patrons from engaging in activities that can harm themselves or others.
- 6.12 All exits must be monitored.
- 6.13 A floor supervisor will be available upon request to event workers who require assistance.
- 6.14 During a Special Occasion Permit event being held at Fort Frances facilities, all bottles, with the exception of wine bottles, must be retained within the bar area and all drinks must be served in paper or plastic cups.
- 6.15 The Sorting Gap Marina & Airport Grounds Special Occasion Permit event area must be fenced appropriately.
- 6.16 Marketing practices which encourage increased consumption, such as oversize drinks, double shots of spirits, pitchers of beer, drinking contests, and volume discounts are not permitted. The sale of shooters is prohibited.
- 6.17 Alcoholic beverages are to be served in accordance with the standard drink measurements. No energy drinks (with or without alcohol in them) shall be sold, served or consumed.
- 6.18 No extra strength beer allowed (over 5%)
- 6.19 A variety of no-alcohol and low-alcohol beverages must be available for purchase (30% of the total drinks available must be no-alcohol or low-alcohol).
- 6.20 There will be no last call. When entertainers/DJs arrive, they must be informed that there is to be no "last call".
- 6.21 The licensee must abide by the rules of the Municipal Alcohol Policy as enforced by the facility representative.
- 6.22 If applicable, a minimum of two server-trained people will be designated to sell tickets. Tickets will no longer be on sale after 12:30 a.m.
- 6.23 A Special Occasion Permit event must have sixty percent of the servers and floor supervisors trained in a server training program. There must be at least one trained server behind the bar at all times.
- 6.24 All event workers must wear highly visible identification provided by the permit holder.

- 6.25 Whenever possible, police will be notified by the permit holder or his/her representative of a potentially risky situation before the situation is out of control.
- 6.26 The bar area will close no later than 1:00 a.m. and all entertainment must be completed by 1:05 a.m. (except where otherwise specified).
- 6.27 Facilities must be vacated by patrons by 1:30 a.m. and the permit holder shall remove all evidence of the service and consumption of liquor by 1:45 a.m.
- 6.28 Patrons must purchase drink tickets from a designated ticket seller to a maximum of four (4) tickets or drinks per purchase per person.
- 6.29 Patrons indicating they wish to submit pre-purchased alcohol tickets for a full refund will have the option to do so, during the event to the time bar closes at 1:00 a.m., up to a maximum of four (4) tickets per person. Guests cannot be required to purchase a minimum number of drinks (or drink tickets) to enter or remain at the event.
- 6.30 Event workers must report any infraction of this policy to the Town within 24 hours or the start of the next business day.
- 6.31 Event workers must report any infraction that requires police involvement to the OPP and Town staff immediately. If the permit holder does not correct the infraction(s), and the police are in attendance, the police may close down the event.
- 6.32 All reported infractions will be reviewed by the Town. If determined that infractions were mismanaged, a letter will be sent describing the infraction to the permit holder informing that rental privileges may be revoked.
- 6.33 The Town of Fort Frances, at the sole discretion of Council or designate, reserves the right to require two (2) security officers for a minimum of four (4) hours at an outdoor event where there will be more than 300 patrons, the cost of which will be borne by the sponsoring group or individual.
- 6.34 Groups who fail to comply with the Municipal Alcohol Policy are subject to the consequence of not being allowed to rent a Town facility for a minimum period of 12 months.

Note: Closed Private Functions (such as weddings, anniversaries, etc. are exempted from 6.4 and 6.23.

7. INSURANCE

The renter(s) with a Special Occasion Permit event being held in a municipally owned facility is required to provide proof of third party liability insurance (\$5 million minimum) or obtain third party liability insurance through the Town of Fort Frances at least fourteen (14) days before the event.

8. GUIDELINES FOR SPECIAL OCCASION PERMIT HOLDERS

- 8.1 As the contact person for a Special Occasion Permit, you and your group can be held liable for injuries and damages arising from failure to adhere to the Liquor Licence Act of Ontario. These infractions include serving someone to intoxication, serving someone who is already intoxicated, serving minors, and failing to prevent impaired individuals from driving.
- 8.2 In order to reduce your group's risk of liability, the following guidelines shall be followed:
 - (a) The event sponsor is responsible for decision-making during the event and therefore shall refrain from consuming alcohol while the event is in progress.
 - (b) All event workers shall refrain from consuming alcohol while the event is in progress. Workers may only drink alcohol if they have completed their shift and their work responsibilities have ended for the entire event.

- (c) At least one municipal representative **with authority to demand correction and/or shut down an even on behalf of the Town** will be available and/or on call, and may check all Special Occasion Permit Events.
- (d) The event sponsor shall take reasonable steps to prevent impaired people from driving.
- (e) The event sponsor will be held responsible for any damages arising during the event.

9. SIGNAGE

- 9.1 Serving Practices signs will be provided by the Town of Fort Frances to be placed in the bar area. The signs will state: "It is against the Liquor Licence Act of Ontario for licensed establishments to serve customers to intoxication. For this reason, Servers in our facilities are required to obey the law and not serve anyone to intoxication. We are also pleased to offer non-alcohol beverages."
- 9.2 Accountability signs will be supplied by the Town of Fort Frances. These signs will be posted at the bar and main entrance of all Liquor Licenced Events. These signs will inform patrons where to direct concerns regarding the manner in which the function has been operated. In addition, to naming the sponsor of the event, these signs should include the name and address and phone numbers of the Municipal Office, Police Service and the Alcohol & Gaming Commission of Ontario.
Having these signs visible to participants eliminates any confusion on who to contact for information or to lodge complaints regarding an event.
- 9.3 No Last Call sign stating "Last Call will not be announced" to be placed in the bar area. This sign will be provided by the Town of Fort Frances.
- 9.4 A sign must be posted at the alcohol ticket sales tables stating "ALCOHOL TICKET SALES: No more than four (4) tickets per person may be sold at a time".
- 9.5 Unused Tickets sign stating "The bar closes at 1:00 am. Unused tickets will be refundable up to the time the Liquor Licenced Event expires." This sign will be provided by the Town of Fort Frances. This sign to be placed at bar or ticket sale area.
- 9.6 Proof of age signs must be posted near entrances and in bar areas designated as eligible for alcohol use which read "You must be 19 years or older to consume alcohol at a Special Occasion Permit Event. The only acceptable proof of age is government-issued photo identification".
- 9.7 Restricted areas in Town facilities will be clearly posted "Alcohol is not permitted in this area".

10. SAFE TRANSPORTATION

The risk of liability is high when an impaired driver leaves an event where alcohol is served. The Event Organizer is responsible to take the necessary steps to reduce the possibility of impaired driving. The Event Organizer is responsible for promoting safe transportation options for attendees of the event or contacting police as appropriate, including for persons who may be denied entry or are removed from the event.

As a condition of rental, the Event Organizer must have a Safe Transportation Strategy in effect. Examples of a Safe Transportation Strategy include:

- Providing non-alcohol beverages either at no charge or at a cost much lower than that of drinks containing alcohol.
- Providing alternate means of transportation for those who are suspected to be intoxicated (e.g. call a friend, relative, or taxi).
- Calling police if someone who is suspected to be impaired cannot be convinced to use

alternate transportation.

- Providing a Designated Driver Program which encourages and identifies designated drivers that will use a vehicle to transport intoxicated persons to a place of safety. This program should include announcements made periodically throughout the event to those in attendance encouraging the use of a designated driver or alternate means of transportation; program information posted prominently in the licensed/alcohol service area; and plans for backup transportation options that include those for whom the intoxicated person may be responsible.
- Advertise the Use of Taxi Service – The event organizer shall advertise or announce the availability of a taxi service to attendees of the event. If not required to provide a taxi service, the liquor licence event organizer shall ensure that appropriate signage is erected at the facility, which includes the telephone number and/or use their best efforts to obtain any attendee a taxi upon request.

11. POLICY IMPLEMENTATION / REVIEW

The Municipal Alcohol Policy will be reviewed as necessary, at least every three years, by the Community Services Executive Committee with revision recommendations made to Council. After revisions to the Municipal Alcohol Policy are adopted by Council, the municipality shall orient pertinent staff on the revised policy & any potential new requirements and promote the policy to the community by posting to the Town website.

APPENDIX “A” - AGREEMENT FORM FOR SPECIAL OCCASION PERMIT HOLDER

1. I have read and understand the Town of Fort Frances Municipal Alcohol Policy.
2. I understand that I must adhere to the conditions of the Municipal Alcohol Policy and the Liquor Licence Act of Ontario.
3. I understand that if I or other individuals at the event fail to adhere to the Municipal Alcohol Policy, Fort Frances staff will take the appropriate action. This action may include eviction from the premises, revoking of the Special Occasion Permit, and the notification of local authorities.
4. I understand I can be held liable for injuries and damages arising from failure to adhere to the Liquor Licence Act of Ontario.

Signature – Permit Holder/Event Sponsor

Name (printed)

Signature – Facility Representative

Date

Event Workers (please print)

Bartenders	Floor Supervisors	Door Supervisors	Ticket Sellers

Special Security (if required) _____, _____

APPENDIX “B” – JOB DESCRIPTIONS AND RESPONSIBILITIES FOR EVENT STAFF

Permit Holder/Event Sponsor: Signs the alcohol permit, is the general manager of the event and assumes responsibility and liability for the operation of the event. She or he must attend the event, ensure that there are enough server-trained staff available, co-ordinate and help staff, and ask for help from security if needed.

Bartender: Accepts tickets for the purchase of alcohol drinks, serves drinks, monitors for intoxication, refuses service when patron appears to be intoxicated or near intoxication and offers no-alcohol substitute.

Floor Supervisor/Monitor: Chats with participants, monitors patron behaviour, monitors for intoxication. Responds to problems and complaints, refuses service, removes intoxicated persons, suggests safe transportation options.

Door Supervisor/Monitor: Checks identification and for signs of intoxication, keeps out intoxicated and troublesome individuals, monitors for those showing signs of intoxication when leaving the event, recommends safe transportation options and arranges for coat checking.

Ticket Seller: Sells alcohol tickets to a maximum of four (4) per person per purchase, monitors for intoxication, refuses sale to patrons at or near intoxication, refunds tickets on request.

Special Security: Patrols the room, scans for potential trouble, notifies event staff and permit holder of potential incidents, helps event staff to handle disturbances.

Suggested Ratio of Event Workers

Number of Participants	Bartenders	Floor Supervisors	Door Supervisors	Ticket Sellers
Under 25	1	0	1	0
25 to 50	1	1	1	1
51 to 100	2	2	2	2
101 to 200	2	3	3	2
201 to 300	3	3	3	3
301 to 400	3	3	4	3
401 to 500	4	4	4	5
501 to 750	6	6	6	6
751 to 1300	8	8	8	8



Date: June 29, 2018

Report To: Planning and Development Executive Committee

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: Front and Minnie Residential Development Site Plan Control Agreement

Planning and Development Executive Committee members will recall Council passing the approval of selling surplus property at 201 Minnie Avenue. The owner has a proposal for a three and four unit-attached housing development on the property.

The application for Site Plan Control was submitted to the Planning and Development department June 26th, 2018. The building and planning department have been working with Dave Beazley and TBT Engineering on the proposal and Site Plan.

I have copies of the application and site plan for review by the Planning and Development Executive Committee. The fire department has gone over the application and is satisfied. The Fort Frances Power Corp has no concerns with the development as they have been working with the developer on the electrical layout.

As a condition for Site Plan Control, the Town will collect a letter of credit, cash or cheque to satisfy conditions of this Site Plan Control Agreement. Past practices of the Town of Fort Frances have collected \$5 000.00 per dwelling unit as a holding until development is complete. All legal costs will be covered by the developer. This will be recommended by Administration for the development at 201 Minnie.

The developer will be applying for permits for both buildings for the 2018 building season. The buildings will be enclosed by mid-December of 2018.

It is the recommendation of the Planning and Development department to issue building permits for the proposed three and four unit attached dwellings and enter into site plan control agreement with the developer. These conditions will be entered into an agreement and registered on title, once approved by Council. Building permits will be awarded once final structural plans are complete and satisfy requirements of the Ontario Building Code.

Originally Signed

Tyson Dennis
Chief Building Official and Municipal Planner

June 22, 2018

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

**Re: Site Plan Control Approval
201 Minnie Avenue
1995031 Ontario Ltd.**

Attached is the application for the Site Plan Control Approval along with a survey prepared by Peter de Haan, O.L.S., and TBT Engineering. This survey plan addresses items identified in the submission checklist.

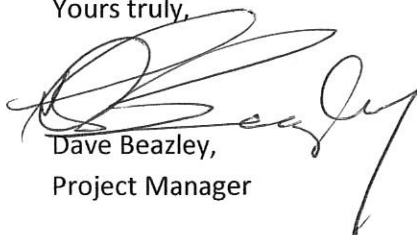
It is our intention to commence site preparation for the 7 units in July, 2018 and begin construction immediately on receipt of the Building Permit.

We have secured a General Contractor and commitments for sub trades to meet our proposed schedule.

It is our intention to have both the 4 plex and 3 plex enclosed by mid December and interior finishing being carried out over the winter and early spring. Although the driveway granular base will be in place this year, it will not receive hard top until the following year. The area outside the building footprint and driveway will be grass and completed to meet the yet to be approved grading plan. We have not identified any additional tree planting at this time.

I trust this meets your requirements.

Yours truly,



Dave Beazley,
Project Manager

**APPLICATION FOR SITE PLAN CONTROL APPROVAL**

Section 41 of the Planning Act, R.S.O., 1990 (as amended)

Notice of Public Record: All information and materials required in support of your application shall be made available to the public, as indicated by Section 1.0.1 of The Planning Act, R.S.O. 1990, C.P.13.

Municipal Freedom of Information and Protection of Personal Privacy: Personal information on this form is collected under the Authority of The Planning Act and will be used to process this application.

1. APPLICATION TYPE

- a) New Site Plan Control Agreement: ☒ X
- b) Amendment to existing Agreement: ☐ Authorizing By-Law Number _____

2. PROPERTY INFORMATION

a) Address	201 Minnie Avenue, Fort Frances					
b) Tax Roll No.	59 - 12 - 0__ 0 - 00__ - _____					
c) Legal Description	PCL 11-1 Sec SM129; Lt 12 PL SM129 McIrvine, Lt 13 PL SM 129 McIrvine; Lt 14 PL SM 129 McIrvine, Pt Lt 11 PL SM129 McIrvine being the Sly 17 ft; Pt Lane PL SM129 McIrvine Closed by FF1408 abutting the Sly 17 ft of Lt 11, and Lots 12, 13 and 14 and the E limit of Lt 15, PL SM129, Fort Frances (PIN 56017-0427)					
d) Dimensions	Frontage	East 215.35' West 234.52'	Depth	North 175.25' South 176.08'	Area	39,320 sf

3. APPLICANT INFORMATION

a) Applicant	Dave Beazley	807 275 7076
b) Mailing Address	Site 218-98 RR2 Fort Frances, ON P9A3M3	
c) Email	davidebeazley@gmail.com	

4. AGENT INFORMATION (if applicable)

a) Agent Name	Phone
b) Mailing Address	Postal Code

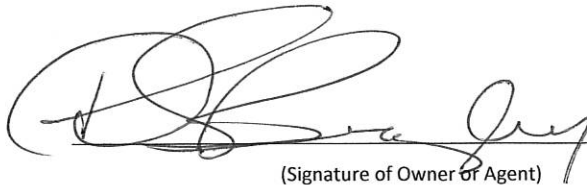
c) Email	davidebeazley@gmail.com		
5. OWNER (If different from 3 above)			
a) Owner	1995031 Ontario Limited Phone		
b) Mailing Address	As Above	Postal Code	
c) Email			
Note – All communication will be sent to Application Contact unless otherwise requested			
6. MORTGAGEES, HOLDERS OF CHARGES OR OTHER ENCUMBRANCES			
a) Institution	N/A		
b) Contact/Reference	Phone		
c) Mailing Address	Postal Code		
d) Email			
7. OTHER APPLICATIONS (Complete if applicable)			
a) File Type & No.			
Details			
b) File Type & No.			
Details			
8. LAND USE			
a) Official Plan			
b) Current Zoning	R2		
c) Current Land Use	Vacant		
9. BUILDINGS & STRUCTURES			
	Existing	Proposed	Required
a) Width		4 plex 120' 3 plex 90'	
b) Length		4 plex 82' ireegular 3 plex 82' irregular	

c) Ground Floor Area		14,920 sf	
d) Gross Floor Area		14,920 sf	
e) Storeys (#)		1	
f) Dwelling Units(#)		7	
g) Building Height		19' 6"	
h) Lot Coverage (%)		38%	
i) Landscaped Area (%)		Gross approx 50%	
j) Parking Spaces(#)		7 – 2 car attached garage 14. 6 on garage apron	

10. APPLICANT DECLARATION

The undersigned hereby applies for Site Plan Control Approval pursuant to section 41 of the Planning Act, and hereby certifies that the information provided, together with any attachments, are true to the best of my/our knowledge, and acknowledge that all information contained herein is collected for the purpose of creating a record that is available to the general public.

Dated at Fort Frances this 22____ day of
____June_2018____.



(Signature of Owner or Agent)

(Signature of Owner or Agent)

11. APPLICANT'S AUTHORIZATION IF AGENT SUBMITTING THIS APPLICATION

I/We authorize _____ (name of agent)
to act on m/our behalf in submitting this application. This application has been submitted with my/our full
knowledge and endorsement

(Signature of Owner or Applicant)



Town of Fort Frances
320 Portage Avenue
Fort Frances Ontario P9A 3P9

RECEIPT OF PAYMENT

Page 1

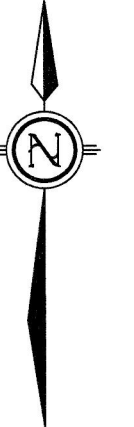
DAVE BEAZLEY
201 MINNIE AVE

Receipt Number: 25269
Tax Number: HST #106984586 RT0001
Date: June 26, 2018
Initials: WK

Type	Account / Ref. #	Description	Quantity	Discount	Amount Paid	Balance Remaining
General	67	ZONING BY-LAW ADMENDMENT	1	\$0.00	\$991.05	N/A
Subtotal:					\$991.05	
Taxes:					\$0.00	
Total Receipt:					\$991.05	
Cheque:					\$991.05	
Total Amount Received:					\$991.05	
Rounding:					\$0.00	
Amount Returned:					\$0.00	

PLAN OF SURVEY OF
LOTS 12,13,&14
PART OF LOT 11
PART OF LANE (CLOSED BY BY LAW 1492)
REGISTERED PLAN SM-129
TOWN OF FORT FRANCES
DISTRICT OF RAINY RIVER

0 5 10 15 20m
SCALE 1 : 200



METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCES ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99997937.

BEARINGS

BEARINGS ARE UTM GRID, DERIVED FROM GPS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE AND ARE REFERRED TO UTM ZONE 15 NAD83 (CSRS, 2010.0).

LEGEND

P1	DENOTES PLAN 48R-3445
PIN	DENOTES PROPERTY IDENTIFIER NUMBER
PB	DENOTES PLASTIC BAR
LT	DENOTES LAND TITLES DIVISION
R	DENOTES REGISTRY DIVISION
IB	DENOTES IRON BAR
SIB	DENOTES STANDARD IRON BAR
SSIB	DENOTES SHORT STANDARD IRON BAR
DHO	DENOTES DEPARTMENT OF HIGHWAYS, ONTARIO
OU	DENOTES ORIGIN UNKNOWN
WIT	DENOTES WITNESS
MEAS	DENOTES MEASURED
S	DENOTES SET
ORP	DENOTES OBSERVED REFERENCE POINT
CSRS	DENOTES CANADIAN SPATIAL REFERENCE SYSTEM
■	DENOTES A FOUND SURVEY MONUMENT
□	DENOTES A PLANTED SURVEY MONUMENT

BM
★ TOP OF OPERATING NUT
339.09

CB
338.04

WV
338.20

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON OCTOBER 4, 2017.

JUNE 29, 2018
DATE

PETER de HAAN
ONTARIO LAND SURVEYOR



TBT ENGINEERING
CONSULTING GROUP

TBT SURVEYORS INC. - A WHOLLY OWNED DIVISION OF TBT ENGINEERING LIMITED

1918 YONGE STREET, THUNDER BAY, ON P7E 6T9
T: (807) 624-5160 F: (807) 624-5161 www.tbte.ca

DRAWN BY:

ZW

CHECKED BY:

PdeH

PROJECT No.:

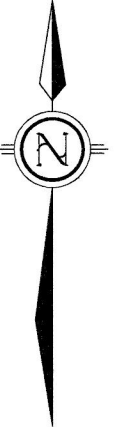
17-428

DATED:

JUNE 29 2018

SITE PLAN OF
 LOTS 12,13,&14
 PART OF LOT 11
 PART OF LANE (CLOSED BY BY LAW 1492)
 REGISTERED PLAN SM-129
 TOWN OF FORT FRANCES
 DISTRICT OF RAINY RIVER

0 5 10 15 20m
 SCALE 1 : 200



METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCES ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99997937.

BEARINGS

BEARINGS ARE UTM GRID, DERIVED FROM GPS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE AND ARE REFERRED TO UTM ZONE 15 NAD83 (CSRS, 2010.0).

LEGEND

- P1 DENOTES PLAN 48R-3445
- PIN DENOTES PROPERTY IDENTIFIER NUMBER
- PB DENOTES PLASTIC BAR
- LT DENOTES LAND TITLES DIVISION
- R DENOTES REGISTRY DIVISION
- IB DENOTES IRON BAR
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- DHO DENOTES DEPARTMENT OF HIGHWAYS, ONTARIO
- OU DENOTES ORIGIN UNKNOWN
- WIT DENOTES WITNESS
- MEAS DENOTES MEASURED
- S DENOTES SET
- ORP DENOTES OBSERVED REFERENCE POINT
- CSRS DENOTES CANADIAN SPATIAL REFERENCE SYSTEM
- P DENOTES PARKING STALL
- DENOTES DRAINAGE DIRECTION
- XXXXX DENOTES DESIGN GRADE
- XXX-XX DENOTES EXISTING GRADE
- ⊙ DENOTES LIGHTING
- ⊗ DENOTES CURB STOP
- DENOTES LIFT STATION
- ▨ DENOTES STRAW BALES/ SEDIMENT CONTROL

BM
 ♦ TOP OF OPERATING NUT
 339.09

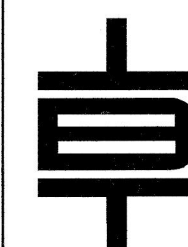
CB
 338.04

WV
 338.20

CB
 337.08
 TOP OF WATER
 337.23

CB
 338.12

CB
 338.12



TBT ENGINEERING
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DRAWN BY: Z.W.

CHECKED BY: PdeH

PROJECT No.: 17-428

DATED: JUNE 29, 2018

Date: June 29th, 2018

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

Re: Update on Activities in 2nd Quarter for By-Law Enforcement Department.

Please see the below information for the months April, May and June activities for this department.

April 2018

Shelter Statistics

Impounded Dogs	3
Impounded Cats	0
After Hours Visits	0
Total Shelter Visits for Month	5

Parking Statistics

Calendar Parking	2
Tickets for Month	2
Police Issued	0
Final Total	2

Other Activities for Month

- OPP Stolen Bikes.
- Business License Applications.
- JHSC Monthly Inspection.
- PDEC Secretary Duties.
- P&D Staff Meeting.
- Dogs at Large – LVTC.
- Noise Complaint – Victoria Avenue.
- Taxi Licensing - Driver's Licenses.
- Notice of Impending Conviction Letters.
- Conviction of Outstanding Parking Tickets.
- Fine Box Collection.
- Parking Meter Collection.
- Business License Questions Potential New Businesses.

- Lost Cat call from a Resident.
- Numerous Lost Dog Call from a Resident.
- Moving Permit Issued.
- Nugget Pawn Daily Activities.
- JHSC Policy Review at Staff Meetings.
- Sign Permits questions Resident.
- Asselin Transportation Garbage Collection Daily Issues.
- Fence Construction Info provided to Residents.
- Downtown Parking Enforcement.
- Kiss N Ride Parking Enforcement.
- Fire Lane Parking Enforcement.
- Shelter Activities.
- OPP Monthly Parking Stats Report.
- Parking Meter Repairs.
- "C" Can Complaint – 5th St. W.
- Fence in Disrepair Complaint – Colonization Rd. W.
- Vehicle Blocked Laneway – 3rd St. E.
- Resident Feeding Deer Complaint – Thompson St.
- Abandoned Vehicle on Church St.

May 2018

Shelter Statistics

Impounded Dogs	3
Impounded Cats	1
After Hours Visits	2

Total Shelter Visits for Month 12

Parking Statistics

Tickets for Month	0
Police Issued	0
Final Total	0

Other Activities for Month

- OPP Monthly Parking Stats Report.
- Moving Permits Issued.
- Smoking Enforcement at Arena.
- Business License Complaints.
- New Business License Applications.
- Emergency Management Activities.

- Nugget Pawn Daily Activities.
- Asselin Transportation Garbage Collection Daily Issues.
- Downtown Parking Enforcement.
- Parking Ticket Inquiries from Residents.
- JHSC Monthly Inspections.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Kiss N Ride Parking Enforcement.
- Fire Lane Parking Enforcement.
- PDEC Secretary Duties.
- Stolen Bike's with OPP.
- Portage Avenue Parking Lot Machine Repair.
- Taxi Licensing & Vehicle Inspections.
- Shelter Activities.
- Fine Box Collection.
- Parking Meter Repairs.
- Appreciation Dinner Assist Clerk's Office.
- Property Standards – Derelict Vehicles – King's Hwy.
- Dogs Running at Large – Victoria Ave. N.
- Fence Questions from Numerous Residents.
- Fence Construction Appointment – 5th St. W.
- Aggressive Dog at Large – 3rd St. E.
- Assist Fire Dept. with Fire Ban Media Releases.
- User Fee By-Law Amendment.
- Property Standards – Overgrown Grass 51 Letters Sent Out.
- Property Standards – Multiple Issues – 3rd St. W.
- Emergency Management Training/Exercise.
- Dogs at Large Complaint – 2nd St. E.
- Property Standards – Garbage Complaint – 3rd St. W.
- Blocking Property Complaint – 6th St. W.
- Sign Meetings with O&F at RL Square.
- Property Standards – Garbage Inside Residence – Mosher Ave.
- Updated OPP By-Law Binder & Working on Training Opportunities.
- Property Grade Complaint – Frenette Ave.
- Property Standards Complaint – Animal Feces Dumped – Portage Ave. N.
- Dog Bite – Osbourne St.
- Water Permits Issued to Numerous Residents.
- Parking Meters Capitol Project – RL Square.
- Boat Illegally Parking at Sorting Gap Marina.
- Nuisance Cat Complaint – Victoria Ave.
- Parking Complaint – 4th St. W.

June 2018

Shelter Statistics

Impounded Dogs	2
Impounded Cats	2
After Hours Visits	4
Total Shelter Visits for Month	26

Parking Statistics

Park Facing Wrong Direction 1

Tickets for Month	1
Police Issued	0
Final Total	1

Other Activities for Month

- Nugget Pawn Daily Inspections.
- PDEC Secretary Duties.
- Smoking Enforcement at Arena.
- Downtown Parking Enforcement.
- Bike pick-up for OPP.
- Sign Permits Issued.
- Moving Permit Issued.
- Kiss N Ride & School Zone Parking Enforcement.
- Portage Avenue Parking Lot Enforcement.
- Fire Lane Parking Enforcement.
- JHSC Monthly Inspections.
- Emergency Management Duties.
- New Business License Application.
- Notice of Impending Conviction Parking Letters.
- Conviction of Outstanding Parking Tickets.
- Business License Complaints – Business No License.
- Multiple Taxi Driver License Application – New Drivers
- Asselin Transportation Garbage Collection Daily Issues.
- Recycle Program Questions.
- Parking Ticket Complaints.
- Noise By-Law Questions answered for Resident.
- Repaired Parking Meters.
- Flag Raisings with Mayor.
- JHSC Annual Fire Drill Completed.

- Organized Annual Town Golf Tourney.
- Property Standards – Overgrown Grass & Garbage – King’s Hwy.
- Boat Illegally Parked at Sorting Gap Marina.
- Fallen Trees at Flinders’ Place.
- JHSC Meeting.
- Business Licensing Questions – Potential New Business.
- Parking Signage Install with O&F.
- Parking Complaint – 4th St. W.
- Dog Found by Resident – 2nd St. E.
- Multiple Dog Barking Excessively Complaints – LVTC.
- Deer at Courthouse Call.
- Camper Trailer Parked Blocking Laneway – Butler Ave.
- Water Permits Issued to Residents.
- Survey Stake Damage Complaint.
- Property Standards Complaint – Overgrown Grass – 3rd St. E.
- Parking Complaint at RL Square.
- Business at RL Square Market Day Caused Mess on Property.
- Deer Feeding Complaint – Col. Rd. W.
- Shelter Donation Received from a Resident.
- Property Standards – Overgrown Grass – 2nd St. E.
- Property Standards Complaint – Overgrown Grass – Victoria Ave. N.
- Pool Install Questions from a Resident.
- RL Square Parking Meter Capitol Project.
- Property Standards – Dumping Garbage/Debris – 8th St. E.
- Antenna Tower Install Request from a Resident.
- Dog Bite – 6th St. W.
- Property Standards – Overgrown Grass & Fence Disrepair – Col. Rd. W.

Respectfully submitted,

Original Signed By

Patrick Briere, CMM I, Property Standards Professional
 MLEO/Public Information Officer, Planning & Development Division
 PH: 1-807-274-5323 ext. 1218
pbriere@fort-frances.com